

**PRESBYTERY OF CINCINNATI  
STATED MEETING  
Harrison Presbyterian Church  
September 11, 2018**

**CALL TO ORDER**

Elder Robert Young, moderator, convened a stated meeting of the Presbytery of Cincinnati at Harrison Presbyterian Church, in Harrison, Ohio on Tuesday, September 11, 2018 at 2:00 p.m. with the Call to Worship and prayer. All worship elements were taken from the 223<sup>rd</sup> General Assembly meeting, which was held in St. Louis, MO, in June. Following the declaration of a quorum, the assembly joined in praise of God with the hymn, *Come, Christians, Join to Sing*.

**FORMATION OF THE ROLL AND DECLARATION OF QUORUM**

The roll was formed as presbyters and guests registered (attachment). Informed by the stated clerk, the moderator declared a quorum was present.

**INTRODUCTION OF NEW PRESBYTERS AND GUESTS**

Members of the presbytery introduced and welcomed new presbyters and guests. Stephen Keizer, from the staff of the Presbyterian Foundation of the PC(USA), was welcomed. Steve will lead a workshop during Equipping the Saints.

**CORRESPONDING MEMBERS**

MOTION PREVAILED to seat the Rev. Kristi Mitchell (Presbytery of Peaks) and the Rev. Jeffrey Lang (Beaver-Butler Presbytery) as corresponding members.

**WELCOME**

The Rev. Dr. Joshua Long (pastor, Harrison) extended greetings on behalf of the hosting congregation, and briefly shared the history and mission of the church.

**AGENDA**

MOTION PREVAILED to adopt as presented the agenda of “worshipful work” in which the presbytery's work of discernment, decision making, and fellowship is conducted within the context of worship.

**CONSENT AGENDA**

MOTION PREVAILED to approve the consent agenda, which included the following reports and action items contained therein:

- Minutes and Roll
- Stated Clerk
- Committee on Ministry, Part 1
- Minutes of the Presbytery Council
- Trustees

MINUTES AND ROLL  
(action approved in consent agenda)

ACTION

APPROVED the minutes and roll of the May 8, 2018 stated meeting.

STATED CLERK  
The Rev. Melana Scruggs  
(received in consent agenda)

INFORMATION

*Call for Necrology for November Meeting of Presbytery*

A form is available for clerks of session to report ruling elders within each congregation who passed away between October 1, 2017 and September 30, 2018. Those reports should be returned to the Stated Clerk by November 2, 2018.

COMMITTEE ON MINISTRY  
The Rev. James Goff, chair  
(received in consent agenda)

INFORMATION

The Committee on Ministry has taken the following actions on behalf of the presbytery:

CONTRACTS

*Call to Installed Pastoral Relationship*

ESTABLISHED the pastoral relationship between the Reverend **Brad Sheppard** and **Immanuel Presbyterian Church** beginning July 1, 2018, for a designated term of two years, with the possibility of renewal. Further, enrolled him as a member of the presbytery. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$32,000	Auto mileage at IRS maximum rate Actual
Housing \$18,000	Professional Expense \$800
SECA Offset	Continuing Education \$2,000
	Moving Expense \$3,000

Other Terms

Full Pension/Major Medical Dues

Vacation 4 weeks

Study Leave 2 weeks

*Invitations to Temporary Pastoral Relationship*

APPROVED the invitation for the Reverend **Robert Anderson** to serve as interim pastor and moderator of session at the **Presbyterian Church of Wyoming** from June 16, 2018, through June 15, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor, or the session, with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$45,000	Auto mileage at IRS maximum rate Actual
Housing \$25,000	Professional Expense \$1,600
Medical Deductible	Continuing Education \$2,000
SECA Offset	

Other Terms

Pension/Major Medical Dues-Post retirement rate of 12% effective salary  
Vacation 4 weeks  
Study Leave 2 weeks

APPROVED the invitation for the Reverend **Kristine Moore** to serve as interim pastor and moderator of session at the **Calvin Presbyterian Church** from July 1, 2018, through June 30, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor, or the session, with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$36,000	Auto mileage at IRS maximum rate Actual
Housing \$14,000	Professional Expense \$1,600
Medical Deductible	Continuing Education \$2,000
SECA Offset	

Other Terms

Full Pension/Major Medical Dues  
Vacation 4 weeks  
Study Leave 2 weeks  
Completion of Interim Pastor Training  
Permission for PRN Chaplaincy at CCHMC

APPROVED the invitation for the Reverend **Kenneth Locke** to serve as interim pastor and moderator of session at the **First Presbyterian Church-Fort Thomas** from August 1, 2018, through July 31, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor, or the session, with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$51,800	Auto mileage at IRS maximum rate Actual
Housing \$12,000	Professional Expense \$1,000
Medical Deductible	Continuing Education \$2,000
SECA Offset	

Other Terms

Full Pension/Major Medical Dues and Dental  
Vacation 4 weeks  
Study Leave 2 weeks  
Moving Expenses - Partial  
Office Computer for Interim Pastor Use

RENEWED the invitation for the Rev. **Kathleen Daniels** to serve as stated supply pastor (15 hrs/wk) and moderator of the session at **Dry Ridge** Presbyterian Church for a period from August 13, 2018 through August 14, 2019. This agreement may be terminated upon 30-days written notice by the stated supply pastor or the session with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$20,000	Auto mileage at IRS maximum rate Actual
	Continuing Education \$533

Other Terms

Vacation 2 weeks  
Study Leave 1 weeks

RENEWED the invitation for the Rev. **Lisa Bernheisel** (Evangelical Lutheran Church of America) to serve as part-time (30 hrs/wk) interim associate pastor of the **Presbyterian Church of Wyoming** from September 1, 2018 through August 31, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor or the session with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$13,500	Auto mileage at IRS maximum rate Actual
Housing \$24,000	

Other Terms

Vacation 3 weeks  
Study Leave 2 weeks

RENEWED the invitation for the Rev. **William Love** to serve as interim pastor and moderator of the session at **Lakeside** Presbyterian Church from a period of six-months from August 14, 2018 through February 15, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor or the session with the concurrence of the COM. Terms for six months:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$38,100	Auto mileage at IRS maximum rate Actual
Housing \$9,000	Continuing Education \$1,000

Other Terms

Vacation 2 weeks  
Study Leave 1 weeks

RENEWED the invitation for the Rev. **Janice Dillaman** to serve as stated supply pastor (full-time) and moderator of the session at **Venice** Presbyterian Church for a period from August 1, 2018 through July 31, 2019. This agreement may be terminated upon 30-days written notice by the stated supply pastor or the session with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$27,000	Auto mileage at IRS maximum rate Actual
Housing \$15,000	Continuing Education \$2000
Medical Deductible	

Other Terms

Full Pension/Major Medical Dues  
Vacation 2 weeks  
Study Leave 1 weeks

RETIREMENTS

DESIGNATED the Rev. **Maurice Mitchell** as honorably retired effective October 1, 2018.

TRANSFER OF MEMBERSHIP

APPROVED the dismissal of the Rev. **Steve Garstad** to the Presbytery of Scioto Valley.  
APPROVED to request the transfer of the Rev. **Brad Sheppard** from Missouri Union Presbytery  
APPROVED to request the transfer of the Rev. **Kenneth Locke** from the Presbytery of Miami Valley

APPOINTMENTS

APPROVED the appointment of the Rev. **Shawn Barkley** as Moderator at **Reading-Lockland PC** effective June 5, 2018

APPROVED the appointment of the Rev. **Chris Torrey** as Moderator at **Carmel** Presbyterian Church effective June 5, 2018

APPROVED the appointment of the Rev. **Terry Webster** as Moderator of **Glendale** PC effective July 16, 2018

#### INFORMATION

##### *Approval of Mission Study*

COM approved the Mission Study of the **Lakeside Presbyterian Church**

##### *Approval of the Ministry Information Form (MIF)*

COM approved the MIF for **Loveland** PC and **First-Batavia** PC and **Lakeside** PC 4

##### *Exit Interviews*

COM has worked to provide exit interviews for departing pastors and with the sessions.

##### *Process for Recognizing and Accepting Ministers from other Denominations for Membership in the Presbyterian Church (USA)*

COM reviewed and approved the existing policy for this process.

##### *Interim Pastor Description*

COM approved interim pastor position description for **First-Hillsboro** PC

##### *COM Handbook*

COM has an active subcommittee developing a handbook to guide the Committee's work

##### *Grow Pastors Initiative*

COM is promoting and sponsoring a group of pastors, who have covenanted together to build community and actively engage in learning opportunities in June, July, August, with an evaluation conversation in September 2018

##### *Preaching Lab*

COM is promoting and sponsoring another segment of preaching lab with Rev. Dr. Ron Allen on August 6 at **Richwood** PC and in November 2018.

##### *Conflict Management Training*

COM promotes a workshop entitled "Conflict in the Church: Entrusted with the Message of Reconciliation" with leadership from the Lombard Mennonite Peace Center, September 21-22, 2018 in Wilmington, Ohio. Registrations are due September 10, 2018 in the Presbytery Office.

## PRESBYTERY COUNCIL

### *Minutes*

Minutes of the June 27, 2018 Meeting of the Council of the Presbytery were distributed for information. (APPENDIX A)

## TRUSTEES

Elder Robert Heidenreich, chair  
(received in consent agenda)

INFORMATION

A written report was distributed (APPENDIX B).

WORSHIP OF GOD

The assembly continued in its worshipful work with a prayer of confession led by the Rev. Ed Goode, followed with the sharing of the Peace of Christ.

Adam Fronczek took over as moderator.

COMMITTEE ON CHURCH ORDER

The Rev. James Brazell, chair  
EVALUATE AND IMAGINE TEAM  
Elder Bob Young, reporting

ACTION

*Bylaws of the Presbytery of Cincinnati*

The amended bylaws of the presbytery, prepared jointly by COCO and EAIT, were presented for approval (APPENDIX E). Jim Brazell gave a synopsis of the history of the writing of the bylaws. Bob Young detailed the rationale for the changes (denoted in red) since the May Presbytery meeting.

Jonathon Jones, Elder, Lakeside, moved to amend the term of Treasurer to a maximum of three successive/consecutive terms.

**Seconded and approved.**

The motion to replace the current bylaws with the new **prevailed without objection.**

COMMITTEE ON MINISTRY

The Rev. James Goff, chair

ACTION

The Committee on Ministry recommends the following action by the Presbytery:

- A. **Administrative Commissions** for Elmwood-Carthage Presbyterian Church and Reading-Lockland Presbyterian Church
- B. **Contract Terms** for Montgomery Presbyterian Church and Batavia Presbyterian Church
- C. **Moderator Appointments** for Calvary Presbyterian Church, Hillsboro Presbyterian Church and Northwest Community Church
- D. **Recognition** of the designation of the Reverend Maurice Mitchell as Honorably Retired
- E. **2019 Increase of the Minimum Effective Salary for Compensation for Full-Time Pastors** – please see Appendix A attached to this report. In addition to the recommendation to increase the minimum effective salary, the Committee on Ministry also recommends a three percent increase for all pastors and CREs in the Presbytery.

## A. DISSOLUTION OF TWO CONGREGATIONS

APPROVE the request of the Session of the **Elmwood Carthage Presbyterian Church** (Cincinnati) and the Session of the **Reading-Lockland Presbyterian Church** (Cincinnati) for an Administrative Commission to Dissolve the Congregation. Pending the action of the Presbytery, the Moderator will be asked to appoint an Administrative Commission to assist each session and congregation with the process of dissolution, with a report of each Commission to be presented to the Presbytery at its November 2018 Stated Meeting and its February 2019 Stated Meeting.

Following the Presbytery meeting, the Moderator appointed the following commissions:

### **Reading Lockland**

Bob Young, RE Blue Ash, Chair  
Rev Bob Anderson, Wyoming  
Jay Shepherd, RE Crestview  
Rev Nancy Kahaian, General Presbyter

### **Elmwood-Carthage**

Rev Nancy Ross Zimmerman, Northminster  
Irwin Hein, RE First Harrison  
Rev Nancy K, GP  
Dennis Packer, RE Elmwood-Carthage

## B. CONTRACTS

### *Invitations to Temporary Pastoral Relationship*

APPROVE the invitation for the Reverend **Hailey Malcolm** to serve as interim pastor and moderator of session at the **Montgomery Presbyterian Church** from September 15, 2018, through September 14, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor, or the session, with the concurrence of the COM. Terms:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$30,000	Auto mileage at IRS maximum rate Actual
Housing \$20,000	Professional Expense \$2,500
	Continuing Education \$2,000

### Other Terms

Pension/Major Medical Dues-Full  
Vacation 4 weeks  
Study Leave 2 weeks  
Completion of Interim Training prior to start date with costs underwritten by MPC  
Permission for PRN chaplaincy at CHMCC

APPROVE the invitation for the Reverend **David Choate** to renew service as interim pastor and moderator of session at the **Batavia Presbyterian Church** through December 31, 2019. This agreement may be terminated upon 30-days written notice by the temporary supply pastor, or the session, with the concurrence of the COM. Terms annualized and pro-rated for the four month renewal:

Effective Salary	Vouchered Reimbursable Expense Allowances
Salary \$29,800	Auto mileage at IRS maximum rate Actual
Housing \$24,000	Professional Expense \$100
	Continuing Education \$2,000

Other Terms

Full Pension/Major Medical Dues

Vacation 4 weeks

Study Leave 2 weeks

### **C. APPOINTMENTS**

Appointed the Rev. **James Brazell** as Moderator at **Calvary** PC effective November 1, 2018.

Appointed the Rev. **Kevin Waters** as Moderator at **Hillsboro** Presbyterian Church effective October 1, 2018

Appointed the Rev. **Nancy Kahaian** as Moderator of **Northwest Community** PC effective September 23, 2018

### **D. RETIREMENTS**

Recognition of the Designation of the Rev. **Maurice Mitchell** as honorably retired effective October 1, 2018.

TE Russell Smith (Covenant-First) and RE Jane Stowers (Hillsboro) shared with the body their appreciation for Maurice's work in the presbytery.

### **E. 2019 MINIMUM COMPENSATION STANDARDS**

The recommendation of the Committee on Ministry is to require a 3% increase in the minimum compensation standards (see attached report). Further, the Presbytery recommends a 3% effective salary increase for all pastors and CREs in the Presbytery.

### **INFORMATION**

#### *CRE Policy*

COM is corresponding with CPM for a renewed Commissioned Ruling Elder Policy in the Presbytery. The two Committees are working together on such a policy.

#### *Conflict Management Training*

COM promotes a workshop entitled "Conflict in the Church: Entrusted with the Message of Reconciliation" with leadership from the Lombard Mennonite Peace Center, September 21-22, 2018 in Wilmington, Ohio. Registrations are due September 10, 2018 in the Presbytery Office.

#### *Requests for Validated Ministry*

COM is working with multiple requests for validated ministry status in the Presbytery of Cincinnati.

#### *Exit Interviews*

COM has worked to provide exit interviews for departing pastors and also with the session

#### *COM Handbook*

COM has an active subcommittee developing a handbook to guide the Committee's work, with the expectation of a final draft in the next few months.

#### *Liaison Assignments*

Due to the departure of a few COM members from the Presbytery, the COM Moderator appointed some new liaison assignments through December 2018



## COUNCIL REPORT

The Rev. Lisa Stenner, Moderator

Lisa shared information about the coaching opportunity and about grant requests.

She shared the report of the AC for Sardinia Presbyterian Church.

Lisa shared the proposed budget for 2019 for a first reading.

Nancy Kahaian offered information about the changes in the budget. She talked about the difference in streams of income, per capita and shared mission. Nancy reminded presbytery that we are a connectional church and both streams support the required and mission work of all levels of the church. Tyler Pettigrew will head a team to work on the One Hopeful Fund to do mission. Another group is looking at expenses, including the cost of the building at Myrtle Ave.

Lisa gave the body time to discuss in small groups about the budget and invited people to email her or the office with questions or concerns.

## NOMINATING COMMITTEE REPORT

Elder Robert Northcutt, Moderator

### ACTION

The Nominating Committee nominates the following person for the position indicated. Each of the persons has expressed a willingness to serve if elected. The Nominating Committee recommends that the Presbytery elect:

### **PRESBYTERY YOUTH COMMITTEE**

#### Class of 2019 - First Term

Carolyn Bergs	Adult	Lakeside - KY
Lola Guterrez	Youth	Knox - Cincinnati
Lauren Maynus	Youth	Pleasant Ridge
Holt McNeer	Youth	Heritage - Mason
Christine Roberts	Adult	Third - Cincinnati
Lisa Stenner	Adult	Union - KY
Jennifer Taylor	Adult	Indian Hill
Vacancy		
Vacancy		

#### Class of 2020 - First Term

David Annett	Adult	Knox - Cincinnati * <b>nominee to be elected Chair</b>
Sharon Clegern	Adult	Pleasant Ridge - Cincinnati
Kelsey Hawisher-Faul	Adult	Heritage - Mason
Ella Knellinger	Youth	Knox - Cincinnati
Jack Knellinger	Youth	Knox - Cincinnati
Carrie Martin	Adult	Mt. Washington - KY

Sara Schnetzer	Youth	Heritage - Mason
Carla Smith	Adult	Lakeside - KY
Vacancy		

**PERSONNEL COMMITTEE**

Class of 2019 - Second Term

Joshua Long	TE	First-Harrison *nominee to be elected Chair
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Class of 2019 - First Term

Robert Sullivan	RE	West Cincinnati
Monnie Caine	TE	Validated Ministry

Class of 2020 - First Term

Cherie Hambleton	TE	St. John's Westminster Union
Sterling Pratt	RE	Lakeside - KY
Jack Sawyer	RE	Christ - Milford

VICE-MODERATOR OF THE PRESBYTERY

William Bogdan	RE	Mt. Auburn - Cincinnati
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MODERATOR OF THE PRESBYTERY

Adam Fronczek	TE	Knox - Cincinnati
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CHAIR OF PRESBYTERY COUNCIL

Bob Young	RE	Blue Ash
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TREASURER OF THE PRESBYTERY

Bill Maney	RE	Crestview-West Chester
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The Moderator asked if there were any nominations from the floor. Hearing none, the vote was called and **unanimously approved.**

**WORSHIP**

Elder Dori Martz read the Scripture passages, Genesis 15:1-5 and Galatians 6:6-8.

The Rev. Shawn Barkley preached the Word with a sermon entitled "Going for the Consolation Prize."

The Rev. Greg Kennedy and the Rev. Hailey Malcolm presided at the Table and the body shared in the Lord's Supper together.

## EQUIPPING

The Rev. Adam Fronczek, Vice-Moderator

The Rev. Adam Fronczek shared with the body the four workshops being offered. Each participant chooses two, the first from 4:15-5:00pm and the second from 5:05-5:50pm.

- How to Be an Effective Session - The Rev. Melana Scruggs, Stated Clerk
- Faithful Use of Endowments and Investments – Steve Kreizer, Presbyterian Foundation
- Short-Term Planning/Mission Study for Congregations – The Rev. Nancy Kahaian, General Presbyter
- What's An Earthcare Congregation? - Elders John Hancock, John Tallmadge, Pat Timm

## AFFIRMATION OF FAITH

The Rev. Deborah Uchtman led the presbytery in affirming its faith using a portion of the Confession of 1967.

## OFFERING

Elder Rob Heidenreich reminded the presbytery of its current practice of designating the offering to mission co-workers associated with our presbytery. The Revs. Nancy and Shelvis Smith-Mathers, mission co-workers in South Sudan. Rob shared information about the work the Smith-Mathers are doing there. The offering was received, followed by the Doxology and a prayer of dedication offered by Elder Bob Young. The total for the offering was \$1,338.00.

## MEAL AND TABLE FELLOWSHIP

Following a prayer by the Rev. Joshua Long, the assembly recessed to share fellowship and a meal provided by the host congregation. The assembly will be dismissed from the fellowship hall with the benediction.

## ADJOURNMENT

After the calling attention to the Evaluation Form for the meeting and the singing of the hymn, *God Be with You*, MOTION PREVAILED to adjourn the meeting at 6:30 p.m.

NEXT MEETING: The presbytery will reconvene at 2:00 PM on Tuesday, November 13, 2018 at Knox Presbyterian Church, Cincinnati, Ohio

### *Attachments*

#### ROLL

APPENDIX A: Council Minutes

APPENDIX B: Trustees Report

APPENDIX C: Approved Bylaws

APPENDIX D: Minutes of the Administrative Commission for Sardinia

The Rev. Melana Scruggs, Stated Clerk