

# COMMITTEE ON MINISTRY REPORT to PRESBYTERY

25 February, 2017

## For Presbytery Action

No Actions at this Time

## For Presbytery Information

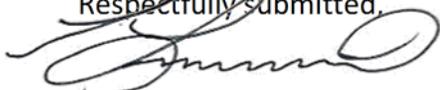
- A. 20161128 – Approved 16-0-0: **“The Committee of Ministry approves the creation of an Associate Pastor Nominating Committee to call an Associate Pastor for Spiritual Formation at the First Presbyterian Church of Red Bank.”**
- B. 20161202 – Approved 16-0-0: **“The Committee of Ministry, acting on behalf of the Presbytery of Monmouth, dissolves the position of Pastor at the First Presbyterian Church of Sykesville, effective 01 September 2016.”**
- C. 20161202 – Approved 15-0-0: **“The Committee of Ministry approves creating an Associate Pastor Nominating Committee to call an Associate Pastor for [specific title to be determined] at the Presbyterian Church of Toms River.”** *[Tory Pruner’s previous position]*
- D. 20161202 – Approved 15-0-0: **“The Committee of Ministry approves creating an Associate Pastor Nominating Committee to call an Associate Pastor for Congregational Care at the Presbyterian Church of Toms River.”** *[Scott Thayer’s previous position]*
- E. 20161217 – Approved 16-0-0: **The Committee on Ministry, on behalf of the Presbytery of Monmouth, approves the transfer of membership of Reverend Alice Hageman (HR) from the Presbytery of Boston to the Presbytery of Monmouth, when the way is clear.**
- F. 20161217 – Approved 16-0-0: **“The Committee on Ministry appoints Rev. Chuck Holm as moderator of the Hope Presbyterian Church, Lakewood, NJ effective December 14, 2016.”**
- G. 20170103 – Approved 14-0-0: **“The Committee on Ministry, acting on behalf of the Presbytery of Monmouth, grants a waiver to the First Presbyterian Church of Bordentown to exceed Book of Order specified term limits (G-2.0404, Terms of Service) and allows one ruling elder, who has served six consecutive years, to serve for one additional year as a member of Session.”**
- H. 20170103 – Approved 14-0-0: **“The Committee on Ministry of Monmouth Presbytery approves the Ministry Information File (MIF) of Trinity Presbyterian Church of East Brunswick and authorizes its posting to Church Leadership Connection (CLC).”**
- I. 20170111 – Motion Failed: **“The Committee on Ministry requires that the Matawan Session provide an independent home inspection report or Certificate of Occupancy (CO) for the manse and, if the manse is to be occupied, appropriate repairs be accomplished at the expense of the congregation prior COM approval of the pastor’s contract.”** *[NOTE: This motion proposed an amendment to the similar motion reported to Presbytery on 19 November. The eVote amendment was not unanimous; therefore, the*

25 February 2017

*motion failed via eVote. The motion was subsequently discussed, resolved and approved at a called COM conference call meeting on 24 January 2017. See paragraph L. below.]*

- J. 20170124 – Approved 13-0-0 **“In the draft contract between First Presbyterian Church of Matawan and Reverend Richard R. Boyer, effective February 28, 2017, the Committee on Ministry changes the paragraph on page 2 which reads, “It is understood that the Reverend Boyer may be a candidate for the pastoral office of First Presbyterian Church of Matawan, New Jersey.” to “It is understood that the Reverend Boyer shall not be a candidate for the pastoral office of First Presbyterian Church of Matawan, New Jersey.”**”
- K. 20170124 – Approved 13-0-0 **“The Committee on Ministry, acting on behalf of the Presbytery of Monmouth, affirms the call of Reverend Richard R. Boyer to the First Presbyterian Church of Matawan, approves the Contract and Terms of Call between Rev. Boyer and FPC Matawan Session and, when the way is clear, approves membership in the Presbytery upon transfer from the Presbytery of Long Island.”** [NOTE: The Contract and Terms subsequently were slightly modified and will be reported to Presbytery in a subsequent report.]
- L. 20170124 – Approved 13-0-0 **“The Committee on Ministry requires that the Matawan Session provide an independent home inspection report or Certificate of Occupancy (CO) for the manse and, if the manse is to be occupied, appropriate repairs be accomplished at the expense of the congregation prior COM approval of the pastor’s contract.”**
- M. 20170218 – Approved 15-0-0 **“The Committee on Ministry of Monmouth Presbytery approves the Associate Pastor Ministry Information File (MIF) of First Presbyterian Church of Red Bank and authorizes its posting to Church Leadership Connection (CLC).”**
- N. 20170221 – Approved 15-0-0 **“The Committee on Ministry of Monmouth Presbytery approves an Administrative Commission for the purpose of installing Reverend Donald R. “Robbie” Ytterberg as pastor of the Presbyterian Church of Toms River. The service of installation will take place on Sunday, March 05, 2017 at 2:30 pm in the Toms River sanctuary. The commission members are Rev. Jason Tucker (Red Bank), Rev. Kathleen Jamhoury (Sayreville), Rev. James Dunson (Manasquan), Ruling Elder (RE) Gary Lotano (Toms River), RE Nancy Davis (Manasquan), RE Thad Livingston (Jacksonville) and RE Sue Smith (Rumson) to moderate the commission. Additional participants in the service may be added as appropriate.”**
- O. 20170223 – Approved 15-0-0 **“The Committee on Ministry approves adding Reverend Theresa Swenson to the Presbytery’s Pulpit Supply List.”**
- P. **Annual Ministry Validation:** Doug Hughes continues the annual ministry validation (G-2.0503a). Forms were distributed more than once and will be reviewed by COM.

Respectfully submitted,



Thad Livingston  
Moderator, COM

REPORT TO MONMOUTH PRESBYTERY  
FROM: ADMINISTRATIVE COMMISSION ON CLOSING  
THE FIRST PRESBYTERIAN CHURCH OF SYKESVILLE  
FEBRUARY 25, 2017

The Administrative Commission is comprised of four members, plus Stated Clerk the Rev. Dr. Carlos Wilton, ex-officio. The members are Elder Gary Poedubicky, Clerk of Session of First Presbyterian Church of Sykesville, Elder Larry Hriczak of Jamesburg Presbyterian Church, the Rev. Christina Hindley, Esq., Honorably Retired, and myself, the Rev. Suzanne Schafer-Coates, Parish Associate of First Presbyterian Church of Cranbury. I am the Moderator.

We have met three times, once a month since December. The second and third meetings have been held in the basement/fellowship room of the First Presbyterian Church of Sykesville. The former pastor, the Rev. Dr. William Walker, Honorably Retired, has attended these second two meetings and has been very helpful with his knowledge of the history of the Church and its property.

The decision has been made to enter into a consulting relationship with Roedig Vesco Commercial Real Estate Group, who will act for us/the Presbytery, in consultation with us, with regard to selling the property which is comprised of 5.4 acres, the church building which is in very poor repair, a manse, and a small 35-grave cemetery which has not had any burials since 1995.

The Stated Clerk and I will remain in consultation with the Presbytery's Trustees throughout the process of the disposition of this property.

The church no longer meets for worship, and the position of pastor has been closed, and the Board of Pensions has been informed of this. There are eight very, very faithful members remaining on the rolls, and the Commission will be in touch with them to help them find other Presbyterian churches nearby at which to worship/to join.

The Commission, working with the Presbytery Committee on Faithful Endings (which was started by our late Regional Presbyter Wendy Bailey), will plan a closing ceremony/worship service for the First Presbyterian Church of Sykesville. This may be held in the Sykesville Church, or at a Presbytery meeting. We learned this week that the former pastor, The Rev. Dr. William Walker, is relocating in the near future to Petal, Mississippi, and although we would have liked to have included him in this closing service, it is doubtful that he will be able to attend.

We will continue to report to Presbytery in due course. Please pray for the work of our AC, and for those very faithful members of the First Presbyterian Church of Sykesville, and the Rev. Dr. William Walker as he moves to Mississippi.

Suzanne E. Schafer-Coates  
Moderator

**Presbytery of Monmouth**  
**Report of the Bills and Overtures Committee**  
**February 25, 2017**

The Bills and Overtures Committee is recommending approval of all Constitutional amendments that have been sent down by the 222nd General Assembly (2016).

The Committee is recommending that certain proposed amendments be voted on as omnibus motions, and that one amendment be voted on individually. (As is always the case with omnibus motions, any commissioner who has questions about particular amendments or who wishes to join in debate may request that such amendments be removed from the omnibus motion for individual consideration.)

In the interests of stewardship, the 41-page amendments booklets will NOT be handed out at the meeting. Presbyters may review and/or print out the full text of the amendments by visiting:

<http://www.pcusa.org/resource/ga222-proposed-amendments-constitution/>

***Omnibus Motion #1***

**16-A Child and Youth Protection Policy** – This would amend G-3.0106 to add the words “and youth” to the required policy statement, so that the sentence reads, “All councils shall adopt and implement a sexual misconduct policy and a child and youth protection policy.”

**16-B Parity in Committees** – This proposed amendment to G-3.0109 specifies that the parity of members of committees of councils “higher than the session” will be made up of “teaching elders and members of congregations in numbers as nearly equal as possible.” This seeks to allow the membership make-up of committees to maintain parity but not be as restrictive as currently is worded.

**16-C Ordered Ministry Titles** – There are eight different proposed amendments that all deal in different ways with restoring the title, “minister of Word and Sacrament,” to generally replace the title, “teaching elder.”

16-C.1. Amending F-3.0202

16-C.2. Amending G-2.0102

16-C.3. Amending G-2.0301

16-C.4. Amending G-2.05 and G-2.0501

16-C.5. Amending G-2.0701

16-C.6. Amending G-3.0307

16-C.7. Amending both the Directory for Worship and the Rules of Discipline to replace “ruling elder commissioned to particular pastoral service” or “ruling elder commissioned to pastoral service” (commonly referred to as CRE or Commissioned Ruling Elder) with “commissioned pastor (also known as commissioned ruling elder), and to replace “teaching elder” with “minister” or

“minister of Word and Sacrament.”  
16-C.8. Amending W-4.4001a

**16-E Certified Service Requirements** – This proposed amendment to G-2.1101, referring to people who seek a call to a certified position in the Church, deletes reference to a “handbook” of a national certifying body, relying instead on such body’s certification requirements.

**16-F The Ministry of Members** – This proposed amendment to G-1.0304 adds the phrase “caring for God’s creation” to the present list of ways in which a faithful member of a congregation seeks to be involved responsibly in the ministry of Christ’s Church.

### ***Omnibus Motion #2***

**16-G Access to the Lord’s Table** – This proposed amendment to W-2.4011a and W-2.4011b urges sessions to encourage people who come to the Table for Communion to learn about the grace of God evidenced in Baptism, but would not require admission to the Table to be only for those who are baptized. (Note: If proposed amendment 16-H, which is the revised Directory for Worship, is approved, the wording in 16-G already would be included in the revised Directory.)

**16-H Directory for Worship** – This proposed amendment would replace the current Directory for Worship with a new Directory. Much like what happened a few years ago with the then-new Form of Government, this new version of the Directory for Worship has been condensed (from 7 chapters to 5 chapters), has been reorganized in ways that group common subjects together, and reflects the flexibility that the revised Form of Government provided to councils of the Church.

### ***For Individual Vote***

**16-D Relationship to the PC(USA) of a Person Who Has Renounced Jurisdiction of the Church** – This proposed amendment seeks to address what was seen as a permanent ban on teaching elders who renounced jurisdiction in the middle of a disciplinary process from either being paid or volunteering to work again in the church, and would allow a former teaching elder to publicly face accusations which s/he had halted before as a step to possible reinstatement.

16-D.1. To amend G-2.0509

16-D.2. To amend D -10.0401

*(The above descriptions of the amendments were prepared by Steve Plank, Stated Clerk/Communicator, Cayuga-Syracuse Presbytery.)*

***John Monroe***

for the Bills & Overtures Committee

## DRAFT MINUTES OF THE MISSION COUNCIL OF THE PRESBYTERY OF MONMOUTH

The meeting of the Mission Council of the Presbytery of Monmouth was called to order on Thursday, November 10, 2016 at 7:00 pm at the First Presbyterian Church of Freehold, with Vice Moderator Ruling Elder Sue Smith presiding.

### ROLL OF ATTENDANCE

Moderator The Rev. Gary Filson E  
Vice Moderator Ruling Elder Sue Smith P  
Past Moderator Ruling Elder William Faust P  
Ruling Elder Patricia Apy, 2017,1 E  
Ruling Elder Charlotte Alderfer, 2018,1 P  
The Rev. Dana Eglinton, 2018,1 P  
The Rev. Stephen Heinzl-Nelson, 2018,1 P  
The Rev. Hannah Lovaglio, 2019,1 P  
Ruling Elder Walter Vincent 2019,2 P  
General Presbyter The Rev. Wendy Bailey (without vote) P  
Stated Clerk The Rev. Carl Wilton (without vote) P  
(P=Present; A=Absent; E=Excused)

The Vice-Moderator, Ruling Elder Sue Smith, opened the meeting with prayer.

It was moved and carried to approve the docket for the meeting.

The minutes of the September 8, 2016 Mission Council meeting were approved as amended.

The Stated Clerk presented an email from Mission Council member Patricia Apy urging the Mission Council to be alert to Presidential executive actions that may take place immediately after the inauguration, and to be ready to respond to any actions that call for a response from the church.

General Presbyter Wendy Bailey reported that the Rev. Rob Carter has received a call to become pastor of the First Presbyterian Church of Towson, Maryland. If the way be clear, he expects to leave Trinity Presbyterian Church, East Brunswick, in December. She also announced that the Rev. Scott Thayer, Associate Pastor at the Presbyterian Church of Toms River, has received a call to an Associate Pastor Position in Virginia. Further details will be presented at the Presbytery meeting, along with appropriate motions from the Committee on Ministry.

It was moved and carried to approve a request from the Leadership Training Group that they be permitted to receive a \$50 annual registration fee from congregations sending leaders to any of the four upcoming leader training events. The annual fee would cover all members of that church who attend an event during the year.

The Rev. Stephen Heinzel-Nelson reported that the worship service at the upcoming Presbytery meeting will focus on the Belhar Confession, and that the Rev. Diane Ford will be the preacher for this Communion service.

It was moved and carried to direct Ms. Bailey and the Moderator and Vice Moderator to suggest some possible dates and a location for a Mission Council visioning retreat.

Ms. Bailey reported that the Nominating Committee is requesting the Mission Council to appoint some additional male ruling elders to that committee. Also, the committee has recently met with the Committee on Representation with the goal of increasing diversity, particularly age diversity, on all Presbytery committees.

At the Moderator's request, it was moved and carried to change the date for the May Presbytery meeting to Saturday, May 20, 2017, location to be determined.

The Rev. Hannah Lovaglio will contact Howard Dunbar to obtain the names of those Presbytery members who have made financial gifts in response to the appeal letter that was sent out, so she may send out thank-you notes.

It was moved and carried to send out a letter of invitation from the Mission Council to the other presbyteries of the Synod, inviting them to become members of the Genesis Center.

It was moved and carried to recommend that the Presbytery approve the proposed 2017 Presbytery budget of \$347,879.

The Mission Council briefly discussed a recommendation from the Trustees that the Presbytery consider the possibility of merger with neighboring presbyteries and decided to explore the question at the upcoming Mission Council visioning retreat.

Ms. Smith reported on actions taken at the Synod Assembly, particularly the decision to divest from fossil fuel companies.

Ms. Smith reported on the PCUSA Moderators' Conference she recently attended, particularly the possibility of planning more interactive times during presbytery meetings.

Ms. Smith announced that her initiative during her time as Moderator, that begins in May, will be encouraging congregations to complete the Earth Care Congregations audit of the PCUSA Environmental Ministries Program and to adopt as a priority at least one of the four areas (worship, education, facilities and outreach) that are part of the audit.

It was moved and carried to adjourn the meeting at 9:00 pm with prayer by the Rev. Dana Eglinton.

The next meeting of the Mission Council will take place on Thursday, December 8, 2016, at 7:00 pm, a social gathering at which essential business will be conducted only if necessary. Time and location will be announced.

ATTEST:  
The Rev. Carl Wilton, Stated Clerk

## DRAFT MINUTES OF THE MISSION COUNCIL OF THE PRESBYTERY OF MONMOUTH

The meeting of the Mission Council of the Presbytery of Monmouth was called to order on Thursday, January 12, 2016 at 7:00 pm at the First Presbyterian Church of Freehold, with Moderator the Rev. Gary Filson presiding.

### ROLL OF ATTENDANCE

Moderator The Rev. Gary Filson P  
Vice Moderator Ruling Elder Sue Smith P  
Past Moderator Ruling Elder William Faust P  
Ruling Elder Patricia Apy, 2017,1 P  
Ruling Elder Charlotte Alderfer, 2018,1 P  
The Rev. Dana Eglinton, 2018,1 P  
The Rev. Stephen Heinzl-Nelson, 2018,1 P  
The Rev. Hannah Lovaglio, 2019,1 P  
Ruling Elder Walter Vincent 2019,2 P  
Stated Clerk The Rev. Carl Wilton (without vote) P  
(P=Present; A=Absent; E=Excused)

The Rev. Harold Delhagen, Synod Leader, was in attendance.

The Moderator, the Rev. Gary Filson, opened the meeting with prayer.

It was moved and carried to approve the docket for the meeting.

Mr. Delhagen presented some options for transitional organization for the Presbytery.

It was moved and carried to name the Stated Clerk as team leader on a temporary basis, responsible for the management of the Presbytery staff.

It was moved and carried to direct the Personnel Committee, in consultation with the Stated Clerk, to evaluate the breadth of duties for this role and compensation.

It was moved and carried to cancel the March 9, 2017 Mission Council meeting and meet instead in a retreat on Saturday, March 11, 9:30 am to 1:30 pm at Jamesburg; and to call a pro re nata meeting of the Presbytery for Tuesday, March 28th at 7:00 p.m., also at Jamesburg, to discuss future directions for the Presbytery.

It was moved and carried to authorize the Moderator to sign checks on behalf of the Presbytery for the year 2017, and to remove the Stated Clerk from that function for that period of time.

It was moved and carried to authorize the Stated Clerk to sign expense vouchers on behalf of the Presbytery.

In order to facilitate leadership through the Presbytery's transition, it was moved and carried to designate the Rev. Stephen Heinzl-Nelson to serve as a liaison to the Committee on Preparation for Ministry and Ruling Elder William Faust to serve as a liaison with the Committee on Ministry on behalf of the Mission Council, for purposes of coordination and communication.

The Personnel Committee will compile a list of functions that have been performed by the Rev. Wendy Bailey as General Presbyter.

It was moved and carried to approve the November 10, 2016 Mission Council minutes.

It was moved and carried to concur with the suggestion of the planning team that, at the January 25, 2017 joint meeting with West Jersey Presbytery, Camp Johnsonburg will be the recipient of the worship offering and that checks for that offering should be made payable to West Jersey Presbytery.

It was moved and carried to endorse an application from the Ocean County Long Term Recovery Group for a Presbyterian Disaster Assistance National Recovery Grant in the amount of \$67,725, to support the hiring of a Disaster Case Manager.

It was moved and carried to endorse an application from the St. Bernard Project/New Jersey for a Presbyterian Disaster Assistance National Recovery Grant in the amount of \$67,235, to support the hiring of a Client Services Manager.

It was moved and carried to approve a \$1,200 Vitality Grant for the Lincroft Church for an anti-racism event, and to advise the church that the Mission Council will be willing to entertain an amended application at the Feb Mission Council meeting

It was moved and carried to approve a \$5,000 Vitality Grant for Sabbath House's work in sacred activism.

It was moved and carried to adjourn the meeting at 9:30 pm with prayer by the Stated Clerk.

The next meeting of the Mission Council will take place on Saturday, March 11, 9:30 am to 1:30 pm, at Jamesburg.

ATTEST:

The Rev. Carl Wilton, Stated Clerk

THE DOCKET FOR THE FEBRUARY 2017 STATED MEETING OF MONMOUTH PRESBYTERY  
DATE: SATURDAY, FEBRUARY 25, 2017  
TIME: MEETING AT 10:00 AM  
PLACE: TRINITY PRESBYTERIAN CHURCH, CHERRY HILL, NEW JERSEY

10:00 -2:00 JOINT MEETING WITH WEST JERSEY PRESBYTERY

2:00	THE PRESBYTERY CONVENES WITH PRAYER THE MOTION TO APPROVE THE DOCKET	THE REV. GARY W. FILSON
2:05	THE REPORT OF THE STATED CLERK	THE REV. DR. CARL WILTON
2:10	PRESBYTERY'S NOMINATING COMMITTEE	THE REV. CYNTHIA RITTER-PARKER
2:15	COMMITTEE ON PREPARATION FOR MINISTRY	THE REV. MERIDETH MUELLER
2:30	COMMITTEE ON MINISTRY	ELDER DAVID APY
2:50	BILLS AND OVERTURES	THE REV. JOHN MONROE
3:00	REPORT OF THE PRESBYTERY'S MISSION COUNCIL	ELDER SUSAN SMITH
3:05	MISCELLANEOUS, UNDOCKETED AND UNFINISHED BUSINESS THE COMMITTEE ON LEAVE OF ABSENCE	
3:10	THE CLOSING PRAYER	

**Monmouth Nominating Committee  
Monmouth/West Jersey Presbyteries Joint Meeting  
Trinity Presbyterian Church, Cherry Hill  
February 25, 2017**

**Committee on Ministry**

2018 Rev. Tom Robinson The Presbyterian Church at Shrewsbury

REPORT TO MONMOUTH PRESBYTERY  
FROM: ADMINISTRATIVE COMMISSION ON CLOSING  
THE FIRST PRESBYTERIAN CHURCH OF SYKESVILLE  
FEBRUARY 25, 2017

The Administrative Commission is comprised of four members, plus Stated Clerk the Rev. Dr. Carlos Wilton, ex-officio. The members are Elder Gary Poedubicky, Clerk of Session of First Presbyterian Church of Sykesville, Elder Larry Hriczak of Jamesburg Presbyterian Church, the Rev. Christina Hindley, Esq., Honorably Retired, and myself, the Rev. Suzanne Schafer-Coates, Parish Associate of First Presbyterian Church of Cranbury. I am the Moderator.

We have met three times, once a month since December. The second and third meetings have been held in the basement/fellowship room of the First Presbyterian Church of Sykesville. The former pastor, the Rev. Dr. William Walker, Honorably Retired, has attended these second two meetings and has been very helpful with his knowledge of the history of the Church and its property.

The decision has been made to enter into a consulting relationship with Roedig Vesco Commercial Real Estate Group, who will act for us/the Presbytery, in consultation with us, with regard to selling the property which is comprised of 5.4 acres, the church building which is in very poor repair, a manse, and a small 35-grave cemetery which has not had any burials since 1995.

The Stated Clerk and I will remain in consultation with the Presbytery's Trustees throughout the process of the disposition of this property.

The church no longer meets for worship, and the position of pastor has been closed, and the Board of Pensions has been informed of this. There are eight very, very faithful members remaining on the rolls, and the Commission will be in touch with them to help them find other Presbyterian churches nearby at which to worship/to join.

The Commission, working with the Presbytery Committee on Faithful Endings (which was started by our late Regional Presbyter Wendy Bailey), will plan a closing ceremony/worship service for the First Presbyterian Church of Sykesville. This may be held in the Sykesville Church, or at a Presbytery meeting. We learned this week that the former pastor, The Rev. Dr. William Walker, is relocating in the near future to Petal, Mississippi, and although we would have liked to have included him in this closing service, it is doubtful that he will be able to attend.

We will continue to report to Presbytery in due course. Please pray for the work of our AC, and for those very faithful members of the First Presbyterian Church of Sykesville, and the Rev. Dr. William Walker as he moves to Mississippi.

Suzanne E. Schafer-Coates  
Moderator

## DRAFT MINUTES OF THE TRUSTEES OF THE PRESBYTERY OF MONMOUTH

The regular meeting of the Board of Trustees of the Presbytery of Monmouth was called to order on Tuesday, February 1, 2017, at 1:00 pm, at the First Presbyterian Church at Red Bank, New Jersey, by the Rev. Theresa Swenson, President. Ms. Swenson opened the meeting with prayer.

### ROLL OF ATTENDANCE

President - The Rev. Theresa Swenson (2018),P

Members

Ruling Elder Joseph Kavalek (2017,1) P

Ruling Elder Rick LaFever (2019,2) E  
(Ruling Elder Vacancy)

Ruling Elder Eric Hess (2017,1) A

The Rev. John Milne (2018,2) P

(Teaching Elder Vacancy)

Ruling Elder Gary Weiss (2017,2) P

Ruling Elder Sue Warren (2019,2) P

Treasurer, Ruling Elder Nancy Tindall P

Financial Secretary, Ruling Elder Howard Dunbar P

Stated Clerk, the Rev. Carl Wilton P

(P=Present; A=Absent; E=Excused)

Rob Wallman, the Trustees' consultant for Cliffwood Beach property issues, was present.

The minutes of the November 8, 2016 meeting were approved.

The Rev. Carl Wilton, Stated Clerk, reported on the progress of the Administrative Commission that is working to close the Sykesville Presbyterian Church in Wrightstown. The sale of the property is complicated by the presence of a cemetery on the property.

Mr. Wallman shared progress on dealing with property issues concerning the Cliffwood Beach property, which is still owned by the Presbytery. He noted that a team from the Committee on Ministry is working with the Principe de Paz congregation to help them improve their financial position, in preparation for the transfer of title.

The Clerk noted that the Mission Council has not yet responded to the Trustees' communication on exploring Presbytery boundary changes.. Staffing issues in the wake of the untimely death of our General Presbyter, the Rev. Wendy Bailey, have taken priority.

Presbytery Bookkeeper Howard Dunbar read a letter from the Rev. James Dunson reporting that First Presbyterian, Manasquan has recently paid their full per capita for 2016.

Mr. Dunbar reported that the Presbytery audit for 2015 is nearly completed

It was moved and carried to adopt a new regular meeting time for the Board: the first

Wednesday of every month at 1:00 pm, at Red Bank.

The meeting was adjourned at 2:30 p.m. with prayer by the Stated Clerk. The next stated meeting of the Board will take place on Wednesday, March 1 at 1:00 pm, at the First Presbyterian Church at Red Bank.

Attest:

The Rev. Carl Wilton, Stated Clerk