



Presbytery of Lake Michigan

Presbyterian Church (U.S.A.)

December 3, 2024
Stated Meeting Packet

**DOCKET of the STATED MEETING
Presbytery of Lake Michigan
December 3, 2024, 9:30 a.m.**

**First Presbyterian Church
508 Franklin Avenue
Grand Haven, MI**

The Presbytery of Lake Michigan forms and partners with faith communities to challenge, encourage, equip, and hold one another accountable as Christ's disciples.

8:30 a.m. Registration opens: Please sign the Roll of the Presbytery

Orientation for first-time Elder Commissioners and new pastors took place via Zoom on Monday, December 2, 2024, at 3:00 p.m. and was led by Rev. Troy Hauser Brydon.

9:30 a.m. LIGHTING OF THE CHRIST CANDLE - Gail Monsma, Moderator

OPENING OF THE STATED MEETING

Call to Order and Opening Prayer
Declaration of Quorum

9:35 a.m. BUSINESS PLENARY I

Appointment of Temporary Clerks

[ACTION]

Seating of Corresponding Members

[ACTION]

Approval of the Docket

[ACTION]

Welcome

First-Time Elders and Christian Educators

Guests and Visitors

Greetings from the Host Church - Rev. Dr. Troy Hauser Brydon

Approval of the Consent Agenda

[ACTION]

10:00 a.m. BUSINESS PLENARY II

Nominating & Representation Committee – Rev. Lisa Schrott (10 minutes)

[ACTION]

- Nominations for 2025

- Leadership Team Nominations to the Nominating Committee - Elder Paul Karsten

Report of the Budget and Finance Committee – Elder Beth Dyer (20 minutes)

[ACTION]

- Proposed Budget for 2025

Report of the Leadership Team (Paul Karsten) (10 minutes)

[ACTION]

- 2025 Terms of Call - Fran Lane-Lawrence
- Recognition of Chrissy Westbury

Recognition of the Outgoing Moderator - Rev. Troy Hauser Brydon (5 minutes)

10:45 a.m. BREAK (15 minutes)

11:00 a.m. WORSHIP – (See insert)

Message: Rev. Dr. Fran Lane-Lawrence, Executive Presbyter/Stated Clerk

Sermon Text: Jeremiah 33:14-16 and Luke 21:25-36 Sermon Title: Signs of the Times

The offering today is designated for the PC(USA) Presbyterian Disaster Assistance.

12:00 p.m. ADJOURNMENT AND EXTINGUISHING OF THE CANDLE – Rev. Gail Monsma

**The next Presbytery meeting is scheduled for Saturday, March 8, 2025
at Eastminster Presbyterian Church
1315 Abbott Road
East Lansing, MI 48823
517-337-0893**



Presbytery of Lake Michigan

Presbyterian Church (U.S.A.)

December 3, 2024
We Gather to Worship

Prelude

Of the Father's Love Begotten

David N. Johnson

***Call to Worship**

Rev. Annamarie Groenenboom

Come to worship, all who seek and search for truth and justice.

The light will guide your way to wisdom.

Come to worship, all who wonder, wander, and wait for Jesus.

The light will show you the way.

Come to worship, to find comfort, rest, and peace.

God is in the shadows, find peace under God's wings.

Come to worship, all who seek safety from scary things.

God is in the hiding places, and the darkness is safe.

We gather to worship in light and in darkness.

God is here among us. Let us worship!

Musical Response #91

Come, Come Emmanuel (repeat as the Spirit moves)

Come, come Emmanuel

Come, Emmanuel

Call to Confession and Prayer of Confession

Rev. Chrissy Westbury

In this season of waiting, in this time of preparation, we long to draw closer to God, as a comfort and as our savior. So often, we get in our own way; we make choices that trip us up as we move toward God. So then, let us make our confession, first in silent prayer.

(silence)

God of comfort and grace, you call us to bring the light of your Word to a foggy, confusing world. You call us to bring the darkness of comfort to a lost and lonely creation. But we confess we often use our lights to shame others and our darkness to hide pain and suffering. You created us to bring illumination and compassion, and instead we bring condemnation. Forgive us, God. Help us begin again today. Amen.

Assurance of God's Love and Sharing in Christ's Peace (from A Brief Statement of Faith)

In life and in death we belong to God. Jesus proclaimed the reign of God: preaching good news to the poor, and release to the captives. God raised this Jesus from the dead, breaking the power of sin and evil. God acts with justice and mercy to redeem creation. The Spirit sets us free to accept ourselves and to love God and neighbor. In gratitude to God, empowered by the Spirit, we strive to serve Christ in our daily tasks and to live holy and joyful lives, even as we watch for God's new heaven and new earth, praying, "Come, Lord Jesus!"

With believers in every time and place, we rejoice that nothing in life or in death can separate us from the love of God in Christ Jesus our Lord.

In a broken and fearful world the Spirit gives us courage to pray without ceasing, to witness to Christ, to unmask idolatries in Church and culture, to hear the voices of peoples long silenced, and to work with others for justice, freedom, and peace. May the peace of Christ be with you!

And also with you!

Please take a moment to share Christ's peace with those around you

Prayer for Illumination **We Hear the Word** **Rev. Dr. Fran Lane-Lawrence**

Scripture Readings **Jeremiah 33:14-16**
Luke 21: 25-36

Message

We Respond to the Word

***Hymn #347** *Let All Mortal Flesh Keep Silence*

Offering **Rev. Annamarie**
Groenenboom *The offering today is designated to support PC(USA) Presbyterian Disaster Assistance.*

Offertory *Gabriel's Oboe* **Ennio Morricone**

***Doxology**
Praise God, from whom all blessings flow;
Praise God, all creatures here below;
Praise God above, ye heavenly host;
Creator, Christ, and Holy Ghost!

***Prayer of Thanksgiving and Dedication** **Rev. Chrissy Westbury**

Installation of Moderator and Vice-Moderator **Rev. Gail Monsma**

Celebration of the Lord's Supper **Rev. Dr. Troy Hauser-Brydon**
Rev. Kristine Aragon-Bruce

Invitation

As we come to this table of remembrance, this table of grace, we remember those members of this presbytery who have joined the heavenly communion this year. As each name is spoken, let us give thanks that their baptism is now complete.

As each name is spoken, a bell is rung

The Lord be with you,
and also with you.

Lift up your hearts.
We lift them up to God.
Let us give thanks to God.
It is right to give our thanks and praise.

WORDS OF INSTITUTION

We invite you to come forward as you are able to receive the elements via intinction. All of the bread is gluten-free. If you are unable to come forward, please raise your hand and you will be served in your seat.

Communion Music

Prayer after Communion

***Hymn # 94** *Now the Heavens Start to Whisper*

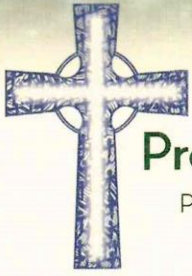
***Charge and Benediction** **Rev. Dr. Fran Lane-Lawrence**

Postlude *Angels from the Realms of Glory* Edwin C. Johnson

Liturgy in this service is adapted from Illustrated Ministry: In Light and In Darkness Advent Worship Liturgy Set, 2022.

*Thank you to First Presbyterian Church Grand Haven,
and especially to today's musicians:*

*Rob Hlebinsky, organ
Maryanne Beery, flute.*



Presbytery of Lake Michigan First Read 2025 Proposed Budget

Narrative Overview of Proposed 2025 Budget

I. Mission, Vision, Values, and Goals

The 2025 Presbytery of Lake Michigan (PLM) Budget is designed to reflect the mission, vision, values, and goals of the institution.

The Presbytery of Lake Michigan (PLM) 2025 Budget reflects the Strategic Plan adopted by the Presbytery in 2018. The plan established the following goals:

1. PLM will work to **strengthen relationships** between
 - a. the Presbytery and its congregations
 - b. the Presbytery and its minister members
 - c. the Presbytery and Sessions
 - d. congregations
2. PLM will **resource and support congregations** for healthy and vital ministries.
3. PLM will develop and support **healthy and dynamic leaders** for congregations and validated ministries.
4. PLM will **fulfill its other responsibilities** mandated in G-3.03 in the Book of Order,

II. Ministry Context

Ministry has been, and is, taking place within our Presbytery through congregations, campus ministries, local and regional partnerships, and through the work of the Presbytery. The shape and delivery mechanisms for many of the component parts of our ministry changed during the pandemic and continue to change as we adapt to provide ministry in a post-pandemic environment.

Technology plays an increasingly important role in ministry. Every level of ministry, from the local to the global, has increased its use of technology. But ministry is by, for, with, and to people. In budgeting for 2025, we face the challenge of attempting to discern what ministry will look like in 2025 and what resources (human and financial) will be available to facilitate ministry.

The implications of the decisions by the Board of Pensions related to coverages and costs for the benefit plans beginning in January 2025 are uncertain at present. Many of the details will be

released in the late summer/early fall. Furthermore, the impact of those details on pastors, staff members, and congregations is yet to be seen.

Some initiatives, like the Matthew 25 initiative, that were approved by the presbytery in the last few years will need additional or reallocated resources.

The First Read of the Proposed Budget 2025 is our best attempt to consider all the factors that affect our ministry together.

III. Societal Context

- A. A politicized atmosphere in our society contributes to a sense of diminished trust. The potential of working together to meet challenges has been and continues to be threatened by apathy or acrimony. And is often characterized by the ascription of bad motives to those with whom we disagree regarding political, social, or ecclesiastical issues.
- B. American society possesses a heightened awareness of how racism, privilege, injustice, structural oppression, and apathy are interrelated. This heightened awareness of the pervasiveness of racism within North American society and the injustices fueled and perpetuated by racism calls for a response by the Presbytery of Lake Michigan contextualized to our local or regional ministry setting.
- C. Societal anxiety is fed by uncertainty regarding the longer-term effects of COVID on human health and our society. We are uncertain regarding longer term impact of the changes that became part of our daily lives.
- D. Anxiety caused by violence, and especially gun violence, shows itself in our cities, small towns, and rural areas.
- E. Economic uncertainty is fueled by inflation levels, stock market volatility, supply chain issues, fears of recession, and the potential for economic disruption brought on by international political unrest or upheaval.

IV. Our Presbytery Context

- A. The Presbytery enjoys stable executive leadership by the Rev. Dr. Fran Lane-Lawrence, Executive Presbyter/ Stated Clerk and by the Rev. Chrissy Westbury as Associate Presbyter.
- B. In person attendance for most of our congregations has declined significantly from what it was pre-covid.
- C. Many of our congregations now report participation in virtual worship. For some this is a convenient way for shut-ins, for those whose health is compromised, or for those who are seasonal travelers to participate. For others who have moved away it affords the opportunity to worship with a congregation with whom they have historic ties.

D. Presbytery Revenues through June 30, 2024

1. Per Capita receipts were \$ 240,132.
 - This is 65.75% of the annual per capita expected.
 - Last year the percentage received at this time was 64.25%.
 - As of June 30, 2024:
 - 32 congregations paid their annual per capita in full
 - 7 congregations paid 50-99% of their per capita
 - 9 congregations paid between 1% and 49%
 - 13 congregations had not paid anything in 2024.
2. Shared Mission receipts were \$59,120 compared with \$65,213 last year at the same time. \$ 59,120 represents 38.76% of the 2024 PLM Shared Mission budgeted amount.
3. Presbytery Operating expenses YTD through June 30, 2024, were \$354,300 compared with \$348,785 for a similar period in 2023.

E. Limitations of Human Resources

1. Our Presbytery continues to shrink:
 - a) Membership reported in 2020 was 10,283, in 2021 was 9,845, was 9,119 in 2022, and was 8,677 in 2023.
 - b) Annual losses ranged between 4.26% and 7.37% since 2020.
 - c) Membership reported for 2000 was 21,690; while for 2023 it was 8,677. Stated differently PLM's 2023 membership was 40% of what it was in 2000.
2. In the 2023 annual report cited above: 10 congregations reported a gain in membership with a total gain of 15 members, 5 congregations reported the same number of members in 2023 as they did in 2022, 43 congregations reported loss of membership.
3. The median age of most of our congregations is much older than it was in 2000. Recent PLM statistics show that 43.08% of our members are over 71 years old.
4. The human resources for ministry and service are dwindling in most of our congregations and certainly within our presbytery.
5. As a result of this dwindling pool of human resources, congregations and the presbytery are vying for service from a smaller pool of persons.
6. The structure of the presbytery has been shrinking. But even with a smaller structure we often cannot fill the necessary positions in our structure with qualified and willing individuals. The Nominations & Representation Committee has repeatedly noted this problem in its communications with the Leadership Team and with the Presbytery at large.
7. Expenses for maintaining the organization do not contract at the same rate as the loss of members.

8. Budget & Finance and Leadership Teams believe that moving toward a more simplified structure assists in addressing the issues mentioned above but it does not solve the problem.

F. Effects on Revenue of the Continuing Decline in Participation

1. Congregational attendance (and sometimes support) may come from non-members.
 - a. A ten-year decline in average attendance from nearly 50% of membership to 37% of membership was evident pre-pandemic.
 - b. As previously noted, most of our congregations' report that in person attendance is markedly less than attendance was pre-pandemic. In 2023 some congregations reported that non-members participated virtually in worship or small groups and contributed financially to the ministry. The longer-term effect of on-line/virtual worshippers on annual revenue is unknown currently.
2. Per Capita revenues are influenced by rate increases and the number of members:

	<u>2011</u>	<u>2023</u>
GA Budget	\$ 108,115	\$ 96,973
GA Rate	\$ 6.50	\$ 9.85
GA Actual Receipts	\$ 104,500	\$ 88,890
Synod Budget	\$ 54,057	\$ 31,996
Synod Rate	\$ 3.25	\$ 3.25
Synod Actual Receipts	\$ 52,251	\$ 29,356
Presbytery Budget	\$ 235,178	\$ 255,970
Presbytery Rate	\$ 14.50	\$ 26.00
Presbytery Receipts	\$ 233,115	\$ 244,744

3. Shared Mission financial experience can be summarized in this snapshot:

	<u>2011</u>	<u>2023</u>
GA Actual Receipts	\$ 161,005	\$ 175,091
Synod Actual Receipts	\$ 9,063	\$ 3,229
Presbytery Receipts	\$ 286,920	\$ 135,670

- G. Legitimate ministry needs and opportunities within the communities served by our congregations and worshipping communities far outstrip the Presbytery's ability to resource all those ministry opportunities. This reality has been discussed within Presbytery committees for at least the last seven years. This reality was formally brought to the attention of the Presbytery in September and December of 2019 through the Narratives accompanying the 2020 Budget that warned of likely reduction in monies allocated to ministry partners in the future. The PLM budgets as adopted for 2021, 2022, 2023 and 2024 could not support all the ministry requests that were submitted. And this reality is also true for the 2025 Budget.

H. The challenges faced by our Presbytery are common to many presbyteries, synods, and the General Assembly. While accumulated resources may vary, all of them are facing the realities that current giving cannot sustain the breadth and scope of historical ministries and/or development of new ministries as may have been true in the past.

V. Sources of Revenue for Budget 2025

The anticipated sources of revenue for the 2025 Budget include:

- Presbytery Per Capita
- Presbytery Shared Mission
- Other income
- Grant monies from PCUSA affiliated entities
- Financial reserves held by Presbytery of Lake Michigan

Note: The amounts for Synod and the General Assembly Per Capita and Shared Mission are a “pass through” in the 2025 Budget. That is, they show up both as revenue and as expense in the budget.

The expectation of the OGA is that each presbytery will pay the full OGA per capita for all its congregations regardless of whether individual congregations pay their full per capita amount. The practice of the PLM has been to send in the amount that it collects from the congregations. The projected revenue and projected expenses for these items are the same in the 2025 Budget.

The General Assembly meeting in July 2022 approved GA per capita for 2024 at \$ 9.80. The GA meeting in July 2024 approved a per capita of \$ 10.84 for 2025 and \$11.26 for 2026. This translates into a 10.61 % annual increase for 2025 and a 3.87 % annual increase for 2026.

The Synod of the Covenant Trustees approved \$ 3.40 as the Per Capita for 2025 as compared with the 2024 per capita of \$ 3.25. This translates to a 4.62% annual increase.

A. Presbytery Per Capita

The 2025 Budget, as recommended and attached, assumes a Presbytery Per Capita of \$ 27.76. This represents an increase of \$.76. This amounts to an annual Per Capita increase of 2.81%.

Please note that as membership decreases the per capita amount would need to increase by the same factor as the membership loss to provide the same number of dollars as in the previous year. Membership losses in the past year exceeded 4.85%. Budget and Finance and the Leadership Team are recommending a budget that increases the amount taken from reserves recognizing that the PLM received monies from the closing of one of our congregations in 2024.

The Per Capita for the Presbytery was \$23.00 for the 2020 and 2021 Budgets. In 2022 it was \$24.50, and \$26.00 for 2023, and \$27.00 for 2024. Please note that it would require a Presbytery Per Capita of over \$ 60.00, if we did not use financial reserves or our “Other Income” to balance the budget.

B. Snapshot of Per Capita Increases

Per Capita	2024 Amount	2025 Amount	Percentage Change
GA	\$ 9.80	\$ 10.84	10.61%
Synod	\$ 3.25	\$ 3.40	4.62%
Presbytery	\$27.00	\$ 27.76	2.81%
Total per Capita	\$40.05	\$42.00	4.87%

Please note that the Per Capita amounts for the GA and the Synod of the Covenant are set by those respective bodies and are not subject to change by individual presbyteries.

C. Shared Mission

Shared Mission recommended for 2025 reflects the specific receipt experience during the last few years. The PLM has seen the following decline in its annual Shared Mission receipts:

2020	\$142,870
2021	\$185,354
2022	\$140,305
2023	\$135,670

While many of our congregations contribute to Shared Mission, well over half of them do not inform us of their intent to do so. While we are grateful for their participation, it does make accurate projection difficult. For some congregations the level of participation depends on whether there is money available after all local needs are met.

Shared Mission is the tangible expression of the connectional nature of the relationship within the PCUSA, our Synod, and our Presbytery.

D. Other Income

- Joy Foundation denotes monies received from an endowment administered by the Presbytery of Detroit.
 - Investment Income- The amount of Investment Income projected each year is based on a formula using a 12-quarter rolling average applied to the Presbytery's unrestricted assets. The 2025 applicable factor is 4.5% of the Presbytery's unrestricted assets, this is the same formula as used for the 2022, 2023 and the 2024 budgets. We are aware that some congregations and institutions use higher or lower factors. In a time of economic uncertainty this figure represents a compromise that Budget and Finance can endorse.
 - Synod of the Covenant -Higher Education
The Synod returns part of the monies we send to it in the form of support for Higher Education. In 2022 the PLM received \$6,582. In 2023 the PLM received \$ 5,112. The amount recommended for the 2025 Budget is \$ 5,112.
 - Land Sales – Youth *
 - Land Sales – Congregation *
 - Land Sales - Unrestricted *
- * In the past this included allocation of specified monies received from some of the Presbytery's Greenwood Properties as delineated in the Presbytery's December 2018

decision. On December 06, 2022, the Presbytery approved a recommendation to change that decision. The First Read of the 2025 Budget reflects that decision.

E. Reserves to Balance

The PLM's unrestricted reserves as of June 30, 2024, were \$3,461,251.

At its December 05, 2023, Stated Meeting, the PLM approved a recommendation to designate funds for the support of vulnerable congregations. The monies which come from the sale of property of dissolved congregations were designated in the following amounts: \$70,000 for Dissolutions, \$50,000 for Mergers/Unions/Joint Witness, \$150,000 for Creative Ministries for Vulnerable Congregations.

Funds designated to each area are to be replenished, if possible, from the sale of property of congregations that may be dissolved in the future.

The PLM's restricted funds as of June 30, 2024, were \$229,152.

For the past five years, the Presbytery has approved monies from the Financial Reserves to balance the budget, if necessary. In 2019 the amount was \$226,057; in 2020 the amount was \$155,787; in 2021 the amount was \$93,504, in 2022 the amount was \$ 166,010, and in 2023 the amount was \$ 132,199. In none of those years did we take monies from Financial Reserves. A combination of factors contributed to this, including actual expenses which were lower than projected, income from grants that were not budgeted, appreciation of PLM investments, the PPP loan and forgiveness program, and the effect of the pandemic in limiting some programming.

In 2024, the amount budgeted from reserves was \$ 172,055; we wait to see if it is necessary to use some or all this money in the current year.

The amount budgeted from financial reserves in the 2025 budget is \$ 209,197.

Net Asset History

	PLM Net Assets as of 12/31
2015	\$ 1,077,408
2016	\$ 1,118,881
2017	\$ 1,144,643
2018	\$ 1,848,445
2019	\$ 2,213,997
2020	\$ 2,320,449
2021	\$ 2,520,812
2022	\$ 2,206,177
2023	\$ 3,588,141
2024 as of 6/30	were \$ 3,690,403

[Note: These are snapshots of value. Market volatility affects the value each day.]

The pattern of assets listed above remained relatively constant for the years 2019 through 2022 until the assets showed a large increase in 2023. This increase was largely due to the receipts from the sale of properties associated with the following dissolved congregations: Tustin Covenant, Lansing Mount Hope, Grand Rapids, Eastminster. The PLM also had an unrealized gain YTD on December 31, 2023. As noted above, the PLM made decisions in December 2023 regarding use of some of the monies derived from sale of properties.

The economic uncertainty noted under “III. “Societal Context” impacts the formation of the 2025 Budget. We believe there is a distinct possibility that in 2025 the PLM will dip into its financial reserves. We recognize it is possible the market value of our assets could either decline or remain stagnant. The value of our assets on June 30, 2024, increased from January 01, 2024. The market performance of the PLM investments, and monies received from the sale of some of our church buildings contributed to the increase in asset value. These and other factors were weighed by the Budget and Finance Committee in preparing the First Read 2025 Budget.

VI. The Role of the Presbytery

The Presbyterian Church (USA) is governed by councils. The councils are The Session, The Presbytery, The Synod, and the General Assembly.

A brief overview of the responsibilities of each presbytery is furnished in the Book of Order:

The presbytery is responsible for the government of the church throughout its district, and for assisting and supporting the witness of congregations to the sovereign activity of God in the world, so that all congregations become communities of faith, hope, love, and witness. As it leads and guides the witness of its congregations, the presbytery shall keep before it the marks of the Church (F-1.0302), the notes by which Presbyterian and Reformed communities have identified themselves through history (F-1.0303) and the six Great Ends of the Church (F-1.0304). (Excerpt G-3.0301)

The presbytery has responsibility and power to:

- a. provide that the Word of God may be truly preached and heard.
- b. provide that the Sacraments be rightly administered and received.
- c. nurture the covenant community of disciples of Christ.

The presbytery fulfills its mandated functions in a variety of ways including, but not limited to, the Commission on Ministry, Commission on Preparation for Ministry, Judicial Commission, Office of the Stated Clerk, Committee on Nominations and Representation, Trustees/Budget & Finance Committee, maintaining ecumenical relationships, and maintaining relationships with the Synod and the General Assembly.

The presbytery’s mandated tasks focus on assisting congregations in their efforts in fulfilling the mission of the church; presbyteries have the latitude to conduct their own programs as needed and as resources are available. The Budget and Finance Committee and the Leadership Team have focused on resourcing the mandated tasks first and then resourcing other ministries as monies are available.

VII. Continuity and Change

When presenting the 2020 Budget, the Leadership Team and the Budget & Finance Committee outlined the following course of action:

The Leadership Team and the Budget & Finance Committee share a commitment to using wisely and prudently the monies entrusted to the Presbytery. This involves investing the monies into ministry programs that will help fulfil the goals adopted by the Presbytery.

It also means that their intent is that the Presbytery will use unrestricted asset reserves to supplement annual income in order to accomplish its ministry goals for at least the next four years while aiming to retain adequate unrestricted reserves for the years of 2024 and following.

This year's budget reflects that commitment and continued movement toward that announced goal.

Projected income and ministry expenses for 2025 assume a movement to a "new normal" as we move out of the multiple pandemic effects and into a different era of ministry. Projections are an art form and not a science; the recommended 2025 Budget represents the best efforts of the artists on the Leadership Team and the Budget & Finance Committee.

Narrative Related to Various Areas of Budget

Please note that the budget was created following a review of all ministry areas using submitted Ministry Action Plans (MAPS).

Administration and Support Team

The budget totals in this area reflect:

- A. The 2025 budgeted search allocation is for possible support staff replacement(s) should that become necessary.
- B. Customary expenses for most areas of administration.
- C. Continuation of last year's increase in costs for conducting the mandated reviews of Session minutes. The importance of investing time and energy in these reviews to assist in alerting the Presbytery to difficulties in congregational practices has become evident in the last few years.
- D. Reduction from last year's increase in line item for policies and procedures for mandated anti-racism training because of an amendment to the Book of Order adopted by the General Assembly.

Budget & Finance Committee

The budget totals in this area reflect the anticipated costs for a Financial Review to be done in 2025 on the 2024 financials. The Presbytery has an audit performed every three years with Financial Reviews in the two other years. (An audit was last performed in 2023 on 2022 financials.)

Congregational Support Team

The 2025 Budget recommendation reflects:

- A. The Commission on Ministry budget represents a shift in some line items for COM along with an increase of \$500 for a training retreat for COM leaders.
- B. Vital Congregational Initiative is eliminated as a separate line item as VCI is subsumed as part of the Matthew 25 Initiative. (See comments on "H" below)
- C. The Mediation Committee's budget increase reflects the Mediation Committee's MAP request for 2025. Their plans include bringing in a speaker to address some of the systemic issues that confront female pastors in conflict situations.
- D. The Response Committee budget remains the same as the 2024 budget.

- E. No funding in the line item titled “Congregational and Worshipping Communities Support” reflects the decision of the Presbytery in December 2022 to alter previous practice.
- F. Kalamazoo North was reduced in 2023 per their request for 2023 to reflect a shift in how the “Togetherness Group” Coordinator is compensated. North did not submit a request for funding in 2024 or in 2025.
- G. Korean Ministries – This ministry was moved structurally to “Mission and Outreach” to reflect the reality that this ministry is a combination of campus and congregational ministry.
- H. The line item titled “Congregational Initiative and New Worshipping Communities” was added to provide support for unique initiatives and NWC that may arise as congregations explore new opportunities in a changing ecclesiastical environment.
- I. The PC(USA) Mission Agency now links Vital Congregations, dismantling structural racism, and eradicating systemic poverty under the Matthew 25 rubric. At the December 2021 Stated Meeting the Presbytery of Lake Michigan voted to become a Matthew 25 Presbytery. The monies allocated for Matthew 25 help provide the necessary resources to the Presbytery, its congregations, and its ministry partners for these commitments to be implemented.
- J. The line item titled “Ministry Connections” was added. This ministry would meet the expressed need to bring together leaders to think and speak together about the “new normal” for ministry; and would celebrate the great things happening in validated ministries and congregations with the goal of making connections between similar ministries.

Dynamic Leaders Team

The 2025 Budget recommendation reflects:

- A. The Team Administration budget remains the same as in previous years.
- B. Support for the Cohort groups remains at the same level as in previous years.
- C. The allocation of monies for Justice Ministries to assess involvement of local congregations in work of justice ministries and to link, train, and help them access resources for the work of justice remains at the same level as in the 2022, 2023, and 2024 budgets.
- D. A partnership with LeaderWise provides training for ruling elders, pastors, and congregational leaders utilizing both in person and virtual learning modules. This reflects the vision articulated in Goal Number 3 for the PLM. And it reflects the expressed need for training and education within our congregations.
- E. Leadership Development utilizes an alternative source to provide training for ruling elders, pastors, and congregational leaders utilizing both in person and virtual learning modules. This reflects the vision articulated in Goal Number 3 for the PLM. And it reflects the expressed need for training and education within our congregations. The level of support remains at the same level as in the previous two years.
- F. There is an additional line item for training of congregational members who provide liturgical leadership. This is a response to a need that has been called to the Presbytery’s attention. This initiative is to be done in consultation with the Commission on Ministry.
- G. Presbytery Worship budget was increased in 2023 to reflect the movement to in person presbytery meetings which entails increased travel expenses for guest preachers and/or

keynote speakers. The recommended amount for 2025 is consistent with projected needs.

- H. The Commission on the Preparation for Ministry (CPM) 2025 budget is configured to reflect the needs of CPM.
- I. Resource Center remains at the same level as budgeted for 2024.
- J. “Scholarships for Continuing Education” budgeted amount remains the same as in the 2024 budget, reflecting anticipation that leaders will again be attending in person sessions and/or enrolling for virtual learning in 2025.
- K. Activities, Montreat/Plunge/Triennium. The recommended budget provides support for Montreat, urban plunge and other currently planned youth activities as requested by Youth Strategies. Triennium is scheduled to occur in 2025. The Presbytery has a Triennium Reserve, and the Trustees have approved up to \$35,000 to come from the Triennium Reserve Fund in 2025 for this once every three-year event.
- L. Youth ministries and youth scholarships- The lack of monetary recommendation for 2025 reflects the decision of December 2022.

Leadership Team

The 2025 Budget recommendation for Leadership Team reflects anticipated needs in each area for 2025.

Mission & Outreach Team

The 2025 Budget recommendation reflects:

- A. The level of support for each Campus Ministry is reflective of our commitment to recognize the importance of these ministry efforts balanced with prudent use of financial resources consistent with the adopted goals of the Presbytery. It also reflects a decision to provide Presbytery financial support for each of them at the same level of financial support irrespective of location or history of support.
- B. For 2025 the recommended amount for each ministry is increased by \$1,000.
- C. Korean Ministries – This line item was moved from Congregational Support to this location last year for 2024 budget because this ministry is a combination of campus ministry and congregational ministry. The level of support was increased at that time to move them to parity with other campus ministries.
- D. “Presbyterian Disaster Assistance” is not budgeted for 2025 because the Presbytery has monies available for disaster assistance in a fund designated for that purpose which it received as part of the disposition of the John Knox properties.

Nomination & Representation Committee

This committee is critical to our functioning as a Presbytery. The recommendation reflects their expressed needs for 2025.

Permanent Judicial Commission

These monies are budgeted each year with the hope that this commission will not be pressed into use.

Personnel/ Staff Narrative

Budgets are established reflecting the positions expected to be filled at the time the budget is established. They do not represent contracts or monies to be paid to the individuals filling the positions. A termination of employment may lead to a shift in responsibilities or duties either increasing or decreasing an

individual's compensation. Staff responsibilities may be shifted to reflect competencies and changes in availability. As needs change, the staffing positions or competencies may change to reflect that reality. The recommendations for 2025 reflect the increasing dependence of technology and the services provided to our congregations to utilize technology. The recommendations also reflect the need for staff members to fulfill certain necessary functions as the number of qualified and available volunteers continues to decrease.

Salaries for Officers and Staff Salaries are presented as a single line item in the First Read 2025 Budget. The specific 2025 compensation rates for staff members will be set by those having supervisory responsibilities following review of 2024 performance and delineation of expectations for 2025. This is consistent with the patterns established in many of our larger congregations and in many not-for-profit organizations.

Called Staff positions and compensation packages are approved by the Presbytery at the time the nominated leaders are presented for approval. The approved position descriptions indicate, "The supervision, review, and adequacy of compensation (of these positions) shall be reviewed by Leadership Team at least annually." At the PLM's Stated Meeting in December 2024 compensation recommendations will be presented to the body for the Executive Presbyter/Stated Clerk, the part-time Associate Presbyter, and the Treasurer.

The money for these salaries is included in the "Officers and Staff Salaries" line item along with monies for other staff positions.

The 2025 First Read Budget includes an aggregate \$11,491 increase for the Officers and Staff Salaries.

- The \$11,491 increase reflects a 3.0% increase in this line item.
- Estimates for this year's Social Security increase expected to be announced in October 2024 predominately range between 2.57 % and 3.0%.
- On July 11, 2024, the Bureau of Labor Statistics released its June 2024 Consumer Price Index which showed its "all items index" rose by 3.0 percent over the previous 12 months.

The anticipated Staff configuration for 2025:

- Executive Presbyter/ Stated Clerk – Full-time called position with health and pension benefits.
- Associate Presbyter – Part-time called position with benefits.
- Bookkeeper – 12-16 hours per week.
- Associate Clerk – Part time position with benefits.
- Technology/Communication Support Manager – 20-24 hours per week.
- Treasurer – Salaried for 15 hours per week.
- Assistant to the Executive Presbyter – 80 hours per quarter plus additional hours as approved by Executive Presbyter at rate less than the minimum TOC rate for 2024. (Hours are primarily expended in staffing Administrative Commissions and/or dealing with Presbytery real estate matters. The future need for these hours is impossible to predict. The monies come from the sale of PLM properties.)

The Budget & Finance Committee and Leadership Team recognize that the Presbytery is a service organization with many similarities to school systems in which salary costs represent a significant portion of the budget. It also looks at data from our congregations.

Each year the congregations within the presbytery return information to the Stated Clerk related to finance. This data is compiled for all the congregations of the Presbytery. Please note that the data referenced below was collected for fiscal 2021. The format for 2022 and 2023 reporting did not include personnel costs as a separate category so we had to rely on historical data from 2021 which was:

	Total for PLM Congregations
Annual Expenses	\$ 11,333,304
Personnel Costs	\$ 6,739,973
Personnel as % of total	59.47 %

The Personnel Expenses in the 2025 Budget as proposed would constitute 55.63% of the PLM Budget.

Operations Narrative

The Operations Budget for 2025 is increased by \$ 4,650 reflecting experience in 2023 and through June 30, 2024, and anticipated need for 2025.

Administrative Commissions

Tracking costs associated with various administrative commissions.

Building Maintenance/Lease

Budget reflects lease costs and anticipated maintenance costs.

Building Utilities

Projected based on usage and utility rate increases.

Communications & Technology

Reflect changes in needed technology.

Computer Support

Reflects experience of 2019-2023 and YTD 2024.

Contract Service (payroll, recording clerk, other)

Reflects known and anticipated costs.

Congregational Connection/Directory/Software links for this service

Reflects known and anticipated costs.

Equipment Acquisition

Reflects on-going needs to upgrade equipment and/or purchase new equipment.

Equipment Repair and Maintenance

Budgeted amount appears adequate based on history.

Fees and Service Charges

Budgeted amount based on history.

Insurance - Comprehensive

Reflects anticipated costs based on experience.

Insurance - Workers Comp

Based on experience and anticipated participation.

GA Meeting and Retreat

Operational Expense involving General Assembly participation.

Governing Body Meeting Expense

Participation in Governing Body meetings when commissioners or staff members are delegated, requested, or instructed to attend.

Legal Expenses

Reflective of 2019-2023 experiences, YTD 2024, and anticipated expenses for 2025.

Moderator/Vice Moderator Travel Expenses

Travel for Moderator/Vice Moderator in performance of official duties.

Moderator Training Expenses

Costs associated with education and training to serve in these functions.

Postage

Projected expense based on experience.

Supplies

Reflects experience.

Telephone/ General

Projected expense based on experience.

Website and email contact expense

Projected expense based on experience.

Vouchered Expenses

Projected expense based on experience and projected need.

Other Expense

Unclassified or miscellaneous expenses.

The 2025 Budget as presented is an investment in the Presbytery's collaboratively developed ministry priorities. It reflects the goals and priorities established by the Presbytery in 2018 and follows the trajectory of assumptions and commitments previously communicated to and approved by the Presbytery in the adoption of the previous annual budgets.

It reflects a best effort at faithful stewardship of the gifts and ministries that God has entrusted to the Presbytery of Lake Michigan.

Recommendation to the September 14, 2024, Stated Meeting that:

The 2025 Per Capita for the Presbytery of Lake Michigan be set at \$27.76.

During the Stated Meeting on September 14, 2024, the First Read Proposed 2025 Budget and its Narrative will be presented to the body with limited time for questions and or comments.

Those desiring to gain clarification or to comment on the Budget and the Narrative are invited to submit comments or questions via email sent to bnfmoderator@lakemichiganpresbytery.org. **Please direct all questions and comments to this address and not to another email address for any member of the Budget and Finance Committee.**

Narrative for 2025 Final Read Proposed Budget

The Budget and Finance Committee, in concurrence with the PLM Leadership Team, presented the First Read of the 2025 Budget at the September 14, 2024, Stated Meeting. Opportunities were offered for individuals and churches to provide feedback prior to presentation of the Final Draft of the 2024 Budget to be presented during December 03, 2024, Stated Meeting.

The special email address for the bnfmoderator@lakemichiganpresbytery.org was publicized as part of the Narrative for the First Read of the 2025 Budget, in the e-digest and in communications sent to Clerks of Session and members of the presbytery. Everyone was requested to use this email and to put their comments or questions in written form. Two individuals communicated with the Moderator of the Budget and Finance Committee but did so verbally or using another email address.

The first individual asked whether they had missed the anti-racism training since they did not recall this training being made available. They were informed that they had not missed the training which still needed to be scheduled.

The second person asked two questions. Their first question was, *“Why are operational expenses shown separately from the rest of the 2025 budget?”* The Moderator pointed out that the operational expenses are included in the 2025 budget in the final line item titled “Total PLM Expenses” with a notation there that an attachment contains the detail for this line item. The detail of these expenses have been provided for at least seven to ten years.

The second question posed by this individual was, *“Why does the budget not show staff salaries by individual (i.e., for each position).”* The response to this question was provided in the First Read Narrative under Personnel/Staff Narrative (p.11ff) We also note that the Leadership Team reviews the recommendations from the Head of Staff for the compensation of those individuals whose compensation is not acted upon by Presbytery. These communications were reviewed and considered by the B&F Committee.

The interlude between the presentation of the First Read of the 2024 Budget and the creation of the Final Draft provided an opportunity to consider some additional information:

Presbytery approval, at the September 14, 2024 Stated Meeting of a 2.81 % per capita increase for 2025 raising the 2024 Presbytery of Lake Michigan per capita of \$ 27.00 to \$ 27.76 for 2025. (General Assembly per capita and Synod of the Covenant per capita are set by actions of those bodies).

Recommended to Stated Meeting- December 03, 2024

October 10, 2024, announcement by the Social Security Administration that Social Security and Supplemental Security Income (SSI) benefits will increase by 2.5% for 2025.

The Budget and Finance Committee affirmed the use of 2.5% as the cost-of-living increase for individual salary purposes.

The B&F committee affirmed the desirability of presenting the budget as detailed in the First Read. As a reminder, we observe that the 2025 budget includes \$209,197 from Reserves. In our recent past it has not been necessary to use money from the reserves.

The B&F Committee prepared a Final Draft of the 2025 Budget and this Narrative for consideration and endorsement by the Leadership Team which met on November 7, 2024.

The Budget and Finance Committee recommends no changes to the First Read of the 2025 Budget.

The 2025 budget reflects the reality that ours is a unified budget with multiple sources of income for our ministry together and it is a budget that can facilitate our ministry together.

Thank you for your support of our joint ministries. We are part of a connectional denomination. Participation in Shared Mission giving, and robust commitment to per capita are vital to the ministries of the Presbytery of Lake Michigan bringing hope and light to our communities.

Recommended to Stated Meeting- December 03, 2024

OPERATIONAL EXPENSES	Recommend	Approved	2024	2023 Actual	2022 Actual	2021 Actual
	2025	2024	thru June 30			
Administrative Commissions	\$ 2,500	\$ 3,500	\$ -	\$ 205	\$ 1,109	
Building Maintenance/Lease	\$ 15,500	\$ 15,500	\$ 7,218	\$ 14,227	\$ 14,171	\$ 13,291
Building Utilities	\$ 3,600	\$ 3,600	\$ 1,361	\$ 2,759	\$ 2,837	\$ 2,907
Communications & Technology	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Computer Support	\$ 4,000	\$ 4,500	\$ 1,615	\$ 3,153	\$ 3,809	\$ 4,767
Contract Service (payroll, recording clerk, other)	\$ 3,000	\$ 2,500	\$ 1,479	\$ 2,364	\$ 1,963	\$ 1,607
Cong Connection/Directory/ software links	\$ 1,000	\$ 1,000	\$ 468	\$ 948	\$ 798	\$ -
Equipment Acquisition	\$ 2,000	\$ 2,000	\$ 668	\$ -	\$ -	\$ -
Equipment Repair and Maintenance	\$ 500	\$ 500	\$ -	\$ 605	\$ -	\$ -
Fees and Service Charges	\$ 500	\$ 300	\$ 200	\$ 563	\$ 286	\$ 73
GA Mtg and Retreat	\$ -	\$ -	\$ -		\$ 65	\$ -
Governing Body Mtg Expense	\$ 11,500	\$ 11,500	\$ 741	\$ 10,621	\$ 9,129	\$ 3,889
Insurance -Comprehensive	\$ 2,800	\$ 2,800	\$ 2,500	\$ 2,395	\$ 2,721	\$ 2,646
Insurance- Workers Comp	\$ 900	\$ 900	\$ 725	\$ 730	\$ 783	\$ 746
Legal Expenses	\$ 6,000	\$ 6,500	\$ -	\$ -	\$ 21,347	\$ 33,317
Moderator/Vice Moderator Travel Expenses	\$ 500	\$ 500	\$ -	\$ -	\$ 704	\$ -
Moderator Training Expenses	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Postage	\$ 800	\$ 650	\$ 106	\$ 857	\$ 610	\$ 594
Printing	\$ 650	\$ 650	\$ -	\$ 556	\$ 1,011	\$ 575
Supplies	\$ 2,500	\$ 2,500	\$ 485	\$ 1,795	\$ 3,495	\$ 2,325
Telephone/ General	\$ 7,000	\$ 6,800	\$ 3,639	\$ 7,029	\$ 6,556	\$ 6,091
Website and email contact expenses	\$ 5,000	\$ 5,000	\$ 2,925	\$ 4,674	\$ 4,261	\$ 4,069
Vouchered Expenses	\$ 15,000	\$ 12,000	\$ 8,845	\$ 15,173	\$ 12,291	\$ 7,477
Other Expense	\$ 2,600		\$ -	\$ 2,517		
	\$ 89,850	\$ 85,200	\$ 32,975	\$ 71,171	\$ 87,946	\$ 84,374

Presbytery of Lake Michigan					
2025 Proposed Budget					
<i>Recommended to Stated Meeting December 03,2024</i>					
SUPPORT AND REVENUE	Recommended	Adopted	Adopted	Adopted	Adopted
	Budget 2025	Budget 2024	Budget 2023	Budget 2022	Budget 2021
PER CAPITA					
GA Per Capita	\$ 94,059	\$ 89,366	\$ 96,973	\$ 92,341	\$ 97,792
Synod Per Capita	\$ 29,502	\$ 29,637	\$ 31,996	\$ 33,420	\$ 35,393
Presbytery Per Capita	\$ 240,874	\$ 246,213	\$ 255,970	\$ 251,934	\$ 250,470
Current Year Uncollectable	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)
Per Capita Total	\$ 349,434	\$ 350,216	\$ 369,940	\$ 362,695	\$ 368,655
SHARED MISSION					
Presbytery Shared Mission	\$ 137,250	\$ 152,500.00	\$ 152,500	\$ 137,250	\$ 137,250
G.A. Shared Mission	\$ 85,500	\$ 95,000	\$ 95,000	\$ 85,500	\$ 85,500
Synod Shared Mission	\$ 2,250	\$ 2,500	\$ 2,500	\$ 2,250	\$ 2,250
Shared Mission Total	\$ 225,000	\$ 250,000	\$ 250,000	\$ 225,000	\$ 225,000
OTHER INCOME					
Joy Foundation-Detroit Presbytery	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest on Land Contract	\$ -	-	\$ -	-	\$ -
Investment Income	\$ 107,807	\$ 90,602	\$ 80,428	\$ 86,694	\$ 67,000
Synod of Covenant for Higher Education	\$ 5,112	\$ 6,324	\$ 6,324	\$ 6,170	\$ 8,400
GW Land Sales -Congregations	*	*	\$ 5,710	\$ 6,278	\$ 6,608
GW Land Sales -Youth	*	*	\$ 6,472	\$ 6,475	\$ 6,608
GW Land Sales- Unrestricted	*	*	\$ 3,370	\$ 3,335	\$ 3,304
Monies from Project participants	\$ 12,000	\$ 12,000	\$ 12,000	\$ 16,500	\$ 9,200
Transformation Grant		-			\$ 22,000
* per Stated Meeting 2022 12 6 decision					
Other Income Total	\$ 136,919	\$ 120,926	\$ 126,304	\$ 137,452	\$ 135,120
TOTAL ALL INCOME	\$ 711,353	\$ 721,142	\$ 746,244	\$ 725,146	\$ 728,775

TOTAL EXPENSES	\$ 920,550	\$ 893,197	\$ 878,443	\$ 891,256	\$ 822,279
INCOME - EXPENSES	\$ (209,197)	\$ (172,055)	\$ (132,199)	\$ (166,110)	\$ (93,504)
ANTICIPATED FROM RESERVES	\$ 209,197	\$ 172,055	\$ 132,199	\$ 166,010	\$ 93,504
EXPENSES					
	Recommended	Adopted	Adopted	Adopted	Adopted
	2025	2024	2023	2022	2021
ADMINISTRATION & SUPPORT TEAM					
Administration	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Communications Committee		-	\$ -	\$ -	\$ 350
Overture & Amendment Review	\$ 200	\$ 200	\$ 200	\$ 100	\$ 100
Policy & Proceedure Committee	\$ 10,100	\$ 15,100	\$ 100	\$ 100	\$ 100
Records Preservation	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Session Records Review - mileage	\$ 1,500	\$ 1,500	\$ 600	\$ 300	\$ 200
Staff Search	\$ 300	\$ 300	\$ 300	\$ 10,000	\$ 10,000
Administration & Support Total	\$ 12,700	\$ 17,700	\$ 1,800	\$ 11,100	\$ 11,350
BUDGET & FINANCE					
Administration	\$ 1,000	\$ 1,000	\$ 1,000	\$ 750	\$ 750
Financial Audit/Review	\$ 6,500	\$ 6,500	\$ 8,500	\$ 6,000	\$ 6,000
Budget and Finance Total	\$ 7,500	\$ 7,500	\$ 9,500	\$ 6,750	\$ 6,750
CONGREGATIONAL SUPPORT TEAM					
Administration	\$ 500	\$ 500	\$ 500	\$ 500	500
<i>Commission on Ministry</i>					
Administration	\$ 500	\$ 500	\$ 500	\$ 1,500	\$ 2,000
Admin Commissions	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Background Screening	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Child Care @ Stated Meetings	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Clergy Counselling	\$ 2,000	\$ 5,000	\$ 3,000	\$ 1,500	\$ 1,500

COM Retreat/training	\$ 500				\$ 2,500
Emergency Aid/ Ministers			\$ 2,000	\$ 1,500	\$ 2,000
Room Rent					\$ 500
Sabbatical Assistance	\$ 5,000	\$ 2,000	\$ 2,000		
Scholarships for Interim Training	\$ 1,000	\$ 1,000		\$ 2,000	
Advertising interim/small church pos.				\$ 1,000	
sub-total COM	\$ 12,500	\$ 12,000	\$ 11,000	\$ 11,000	\$ 11,500
<i>Mediation Committee</i>	\$ 3,000	\$ 315	\$ 1,000	\$ 500	\$ 1,000
<i>Response Committee</i>	\$ 100	\$ 100	\$ 100	\$ 100	300
Vital Congregations Initiative **					
Admin/Misc/contact w National Office	**	**	\$ 2,000	\$ 4,700	\$ 2,500
Cong Development- hosting	**	**	\$ 3,000	\$ 2,000	\$ 2,000
Community & Congregational- Surveys	**	**	\$ 2,500	\$ 7,000	\$ 6,500
Facilitator Training Conference	**	**	\$ 1,500	\$ 3,000	\$ 3,000
Facilitator Travel & cohort meetings	**	**	\$ 3,000	\$ 4,500	\$ 4,500
Materials and Resources- study guide	**	**	\$ 1,500	\$ 3,000	\$ 3,000
National VCI Allocation	**	**			\$ 2,700
** Now part of Matthew 25 Initiative					
sub-total VCI	\$ -	\$ -	\$ 13,500	\$ 24,200	\$ 24,200
Congregation & Worshiping Comm Support	*	*	\$ 5,710	\$ 6,278	\$ 6,608
* per Stated Meeting 2022 12 6 decision					
Kalamazoo North		\$ -		\$ 10,050	\$ 15,200
Korean Ministry ***			\$ 14,200	\$ 8,000	\$ 8,000
*** moved to Mission & Outreach					
Cong Initiative and NWC	\$ 5,000				
Matthew 25 Initiatives	\$ 33,500	\$ 33,500	\$ 20,000	\$ 20,000	
Ministry Connections	\$ 3,800				
Congregational Support Total	\$ 58,400	\$ 46,415	\$ 66,010	\$ 80,628	\$ 67,308

DYNAMIC LEADERS TEAM					
Administration	750	750	\$ 750	\$ 750	\$ 750
Cohort Groups					
Encouragement Project	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Service to Retirees	\$ 300	\$ 300	\$ 250	\$ 250	\$ 250
sub-total Cohort	\$ 400	\$ 400	\$ 350	\$ 350	\$ 350
Ecum Cntr Chr Leaders					\$ 1,000
Justice Ministries	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
LeaderWise partner- Synod of Covenant	\$ 8,200	\$ 6,500		\$ 750	
Leadership Development	\$ 5,100	\$ 6,400	\$ 6,400	\$ -	\$ -
Liturgy Development Workshops	\$ 3,000				
Presbytery Worship Group	\$ 6,500	\$ 6,500	\$ 6,500	\$ 1,200	\$ 1,200
<i>Preparation for Ministry Commission</i>					
Administration	\$ 1,500	\$ 600	\$ 1,500	\$ 1,500	\$ 1,000
Candidates/Educator Counselling	\$ 2,500	\$ 2,200	\$ 2,500	\$ 2,500	\$ 2,500
Candidates Ordination Exams	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Candidates/Inquirers Retreat	\$ 2,500	\$ 1,500	\$ 3,000	\$ 3,000	\$ 3,000
Candidate/Inquirer/Educator Travel	\$ 1,000	\$ 800	\$ 1,000	\$ 1,000	
Financial Assistance	\$ 3,000	\$ 5,000	\$ 2,500	\$ 2,500	\$ 1,000
Internship Support					\$ 3,000
sub-total CPM	\$ 11,500	\$ 11,100	\$ 11,500	\$ 11,500	\$ 11,500
Resource Center	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,500	\$ 1,000
Scholarships for continuing Educ	\$ 3,000	\$ 3,000	\$ 3,000		\$ 3,000
Youth Activities. Montreat/Plunge/Trienniu	\$ 15,000	\$ 13,380	\$ 10,000	\$ 46,000	\$ 12,000
Youth Ministry & Scholarships	*	*	\$ 6,472	\$ 6,475	\$ 6,608
* per Stated Meeting 2022 12 6 decision					
Dynamic Leaders Total	\$ 62,650	\$ 57,230	\$ 54,172	\$ 76,525	\$ 37,408
LEADERSHIP TEAM					
Administration	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,750
Leadership Team Retreat	\$ 500	\$ 500	\$ 500	\$ 300	\$ 300
Moderator's Conference	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 750

GA Meetings and Retreat	\$ 500	\$ 500			\$ 500
Presbytery Retreat	\$ 1,500	\$ 1,500	\$ 2,000	\$ 1,500	\$ 1,000
Leadership Team Total	\$ 6,500	\$ 6,500	\$ 6,500	\$ 5,800	\$ 5,300
MISSION & OUTREACH TEAM					
Administration	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
G. R. Area Campus Ministries	\$ 19,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Kazoo United Campus Ministries	\$ 19,000	\$ 18,000	\$ 18,000	\$ 29,600	\$ 29,600
U-Kirk Ministries (Lansing)	\$ 19,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Korean Ministry	\$ 19,000	\$ 18,000			
Ministry Sub-Total	\$ 76,500	\$ 72,500	\$ 54,500	\$ 66,100	\$ 66,100
Pres. Disaster Assistance	\$ -	\$ -	\$ -	\$ -	\$ -
Mission and Outreach Total	\$ 76,500	\$ 72,500	\$ 54,500	\$ 66,100	\$ 66,100
NOMINATING/REPRESENTATION	\$ 300	\$ 300	300	\$ 300	\$ 325
PERMANENT JUDICIAL COMMISSION	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Officers and Staff Salaries	394,540	\$ 383,049	\$ 371,892	\$ 352,222	\$ 336,253
Operational Expenses	\$ 89,850	\$ 85,200	\$ 87,000	\$ 78,100	\$ 70,250
See attachment for Detail					
TOTAL PLM EXPENSES	\$ 709,240	\$ 676,694	\$ 651,974	\$ 677,825	\$ 601,344
Per Capita - General Assembly	\$ 94,059	\$ 89,366	\$ 96,973	\$ 92,341	\$ 97,792
Per Capita - Synod of the Covenant	\$ 29,502	\$ 29,637	\$ 31,996	\$ 33,240	\$ 35,393
GA- Shared Mission	\$ 85,500	\$ 95,000	\$ 95,000	\$ 85,500	\$ 85,500
Synod - Shared Mission	\$ 2,250	\$ 2,500	\$ 2,500	\$ 2,250	\$ 2,250
TOTAL ANNUAL BUDGET	\$ 920,550	\$ 893,197	\$ 878,443	\$ 891,156	\$ 822,279



Presbytery of Lake Michigan
Presbyterian Church (U.S.A.)

**A celebration of saints who joined the Church Triumphant
October 1, 2023 – September 30, 2024**

First Presbyterian Church – Allegan

Bink Perrigo

First Presbyterian Church – Battle Creek

Opal Bell
Bette Miller
Shirley Sajtar
John Stetler
Jeffrey Wolf

Fairplain Presbyterian Church – Benton Harbor

Dr. Charles Duncan
Jack Stuber

First Presbyterian Church – Benton Harbor

Gregory Ross Powell

First Presbyterian Church – Buchanan

Daniel Raymond Stenberg

Brooklyn Presbyterian Church

Sharon Peacock
Geraldine Swihart

United Presbyterian Church – Cassopolis

Vivian Purkhiser

First Presbyterian Church – Concord

Marvin H. Pardee

First Presbyterian Church – Decatur

Burton James Houtman

Eastminster Presbyterian – East Lansing

Philip Dean
Patricia Hagan
Mary K Hodges-Nees
Frank Moss
William Paxton

First Presbyterian Church – Grand Haven

Carroll Bennink

North Park Presbyterian Church – Grand Rapids

Jo Fenner
George Mandigo
Joan Meyers

Westminster Presbyterian – Grand Rapids

David Abbott
Paul Clodfelder
Bill Postmus
Grace Orders
Calvin Owen

First Presbyterian Church – Hastings

David Allerdig
Jane Arnold
Larry Melendy

First Presbyterian Church – Holland

Marilyn Chamberlain
Eric Heller

First Presbyterian Church – Holt

Richard Bacon
Joan Bryant
Helen Caudell
Lois Schmidt

First Presbyterian Church – Homer

Judith Lazarus
William Lazarus

First Presbyterian Church – Ionia

Sarah Jane Hanson
David C. Hoover
Carol J. Shier

First Presbyterian Church – Jackson

Donald W. Mansfield

Westminster – Jackson

Nancy Naylor

First Presbyterian Church – Kalamazoo

Jay W. Heckler
Susan Madden
Mary Tyler

First Presbyterian Church – Lansing

Robert Hughes
Laura Wilkinson

North Westminster – Lansing

Kathleen Kehren

First Presbyterian Church – Muskegon

Hester Newton
Robert Page

First Presbyterian Church – Niles

Nancy Elizabeth Lepel Acosta
Mary Louise Beckman Stauffer
Richard Henry Richter

The Presbyterian Church of Okemos

Nancy Kanistanaux

Pennfield Presbyterian Church

Mary (Marti) Dull
Kathleen Lyon
Deanna Stults

Westminster Presbyterian – Portage

John Coats
Carola Teugh

North Kent Presbyterian – Rockford

Ray Roberts

First Presbyterian Church of Stockbridge

Stanley Daily
Janet Hanson
Dorene White

***First Presbyterian Church of Three Rivers-
Centreville***

Leslie Greene


Teaching Elders

Rev. Dr. C. Lee Filker
Rev. Tom Keizer

Virtual Worship

Service for

Dec 29, 2024

A graphic illustration of a nativity scene. The background is a dark blue night sky with a bright, multi-pointed star in the upper right. Below the star, a silhouette of a town with domes is visible on the left. In the center, a stable with a thatched roof is illuminated from within, showing silhouettes of figures. The text 'WORSHIP CHRIST, THE NEWBORN KING' is written in white, serif, all-caps font across the top half of the illustration.

WORSHIP CHRIST,
THE NEWBORN
KING

COME AND WORSHIP

*Presented by the Synod of the Covenant and
Our Cultivating the Gift of Preaching Initiative*

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PRESBYTERY OF LAKE MICHIGAN

CONSENT AGENDA of the STATED MEETING

December 3, 2024

1. **To excuse** these members and elder commissioners at their request and to add those who will continue to request an excused absence up to the actual meeting: Janet Duggins, Karen Fitz La Barge, Annemarie Kidder, Susan Reichenberg, Barb Scheur, Patricia Weatherwax,
2. **To approve** the Minutes of the Stated Meeting of the Presbytery of Lake Michigan, September 14, 2024, Online only.
3. **To file** the approved Minutes of the Presbytery of Lake Michigan Leadership Team on September 2, 2024, and October 3, 2024. Online only.
4. **To grant** the status of **Retired** to **Rev. Mark Jennings**, effective December 1, 2024.
5. **To grant** the status of **Retired** to **Rev. Laurie Hartzell**, effective June 1, 2024.
6. **To receive** the Report of the Stated Clerk for today, as follows:

REPORT OF THE STATED CLERK

Rev. Fran Lane-

Lawrence December 3,
2024

1. **FOR CLERKS OF SESSION - 2024 ANNUAL STATISTICAL REPORTS:** The PCUSA 2024 Annual Statistical Reporting System will be open for entry on January 2, 2025. The system can be accessed online in the Clerk's Portal on the tab marked Statistics using the user login and password you have been assigned. Clerks of Session are advised to begin collection of the data for the report now so that when the system is opened, information can be input. A reminder that reports must be approved by session before the information is submitted. The deadline for the submission of statistical reports is February 15, 2025. If you have any questions about the statistical report, please contact Rev. Annamarie Groenenboom, Associate Clerk or Rev. Dr. Fran Lane-Lawrence, Executive Presbyter/Stated Clerk.
2. **BOUNDARY AND ETHICS TRAINING:** The PCUSA Constitution in the *Book of Order* mandates all councils (this includes sessions) adopt and implement sexual misconduct policies "which shall include requirements for training which includes the topic of sexual misconduct and child sexual abuse prevention . . . at least every 36 months." (G-3.0106) The Presbytery of Lake Michigan mandates sexual misconduct/ boundary training every 36 months for teaching elders, including retired ministers, commissioned ruling elders, ruling elders, and Christian educators who are active in the ministry of the Presbytery. If members of your session have not yet completed Boundary Training, please contact Rev. Annamarie Groenenboom, Associate Clerk or Rev. Dr. Fran Lane-Lawrence, Executive Presbyter/Stated Clerk, for information about how to complete the training.

3. **REQUEST FOR EXCUSED ABSENCES FOR PRESBYTERY MEETINGS:** The Stated Clerk asks that all requests for excused absences be made through the online system available on the Presbytery website or by using this link: <https://lakemichiganpresbytery.breezechms.com/form/6ce58f>. *Requests for excused absences not requested through the online system may not be recorded correctly.*
4. **DATES FOR STATED MEETINGS IN 2024:** The dates for stated meetings of the Presbytery of Lake Michigan for 2024 are as follows:
 - a. Saturday, March 8, 2025 – *E LANSING EASTMINSTER*
 - b. Tuesday, June 10, 2025 – *CADILLAC FIRST*
 - c. Saturday, September 13, 2025 -*TBD*
 - d. Tuesday, December 2, 2025 - *TBD*

Thank you to these congregations for generously hosting a meeting of the Presbytery of Lake Michigan.

5. **REPORTS OF INSTALLATION COMMISSIONS:**

An Administrative Commission appointed by the Presbytery of Lake Michigan met at 2:30 p.m. on November 17, 2024, at the First Presbyterian Church of Jackson, MI to install the Rev. David Schell as Solo Pastor for an Indefinite period. With a quorum being present, the meeting was called to order with prayer by the moderator, Rev. Gail Monsma. Present were Teaching Elders Karen Kelley (Retired), and Gail Monsma (Paw Paw/Decatur), and Ruling Elders Marlene Smith (Fairplain) and John Williams (Jackson First). Seated as a Corresponding Member was Rev. Ruth Harrington (Presbytery of Detroit). The Rev. Fran Lane-Lawrence was appointed to serve as Clerk of the Commission. The Commission proceeded to the service. The meeting adjourned at 4:15 p.m. with the benediction by the newly installed Rev. Schell at the close of the service. The report was signed by Rev. Fran Lane-Lawrence, Clerk, and submitted to the Presbytery of Lake Michigan.
6. **REPORTS OF ADMINISTRATIVE COMMISSIONS:**

Eastminster Presbyterian Church of Grand Rapids, MI

Lake Michigan Presbytery
Administrative Commission for Eastminster Presbyterian Church of Grand Rapids, MI
December 3, 2024

This report is provided to the Presbytery of Lake Michigan as an update on the progress of the Administrative Commission for Eastminster Presbyterian Church Grand Rapids.

On June 28, 2024, a letter of Intent to Dissolve was submitted by the Eastminster Chair of the Corporation, Katie Madison, to the Michigan Department of Licensing and Regulatory Affairs (LARA). This was in response to the motion made at the May 14, 2024, meeting of the Administrative Commission and the Session.

There are still a few administrative details to complete by the Administrative Commission, so we cherish your continued prayers for wisdom and grace in these final steps.

In Christ,

Elder Ed Coke, Moderator (Grand Rapids Westminster)
Elder Judith Burnside, Recording Clerk (Spring Lake)
Elder Cal Bosman (Grand Haven)
Rev. Nick Marlatt (Hastings)

First Presbyterian Church of Marshall, MI

Presbytery of Lake Michigan
Administrative Commission for First Presbyterian Church of Marshall, MI
December 3, 2024

The Members of the Administrative Commission (AC) continue to work diligently and pastorally with the session. In July, the AC completed interviews with session members, members and friends of the congregation, and previous pastors.

The AC met with the session on August 24th to share an update as well as discuss areas of disorder uncovered while conducting interviews and getting to know the session. A plan was put in place for moving forward and addressing any disorder. The AC also approved a Temporary Supply Pastor contract between the session and the Rev. Charlotte Ellison (HR).

On September 29, a representative of the AC met with and updated the congregation on the work of the AC and shared our plans and process moving forward.

On October 24, members of the session met with a representative of the AC to assist in completing their financial review. That same day, the session met with all the members of the AC with the purpose of building relationships and discussing continued next steps.

On November 10, a representative of the AC met with the session for a time of retreat and training on serving in ordered ministry and understanding the nature of being a confessional and connectional church. The session was also trained in PCUSA polity and procedure.

On November 11, a representative of the AC met with the session to share information and plan next steps to complete a mission study, which is to begin in early 2025.

The AC will continue to support the session in their ministry as they complete their mission study.

Nancy Toth

Brad Sparks

Amber Nettleton

First Presbyterian Church of Richland, MI

Presbytery of Lake Michigan
Administrative Commission for First Presbyterian Church of Richland, MI
December 3, 2024

The Presbytery of Lake Michigan Administrative Commission (AC) for Richland Presbyterian Church has been meeting weekly by Zoom on Mondays beginning October 14, 2024. AC members are: Stuart Deming (Moderator), Rev. Dan Anderson, and Rev. David Milbourn. Presbytery staff Cal Bremer and Fran Lane-Lawrence assist the AC, as requested, to fulfil its role and authorized responsibilities.

AC members and Cal Bremer (staff) met face to face with the Richland Session Elders on November 6, 2024. We will be meeting again with the Session on December 11, 2024. Rev. Seth Weeldreyer is moderating the November and December Session meetings.

We can report that positive efforts are underway by the Session Elders to address areas within the church regarding practices, procedures, and Book of Order guidance and or requirements. We are also providing counsel to the Session's looking forward as the Richland church transitions from the 35 year pastoral leadership of the Rev. Mark Jennings , who is officially retiring on December 1, 2024.

The Session is securing Pulpit Supply until such time when an Interim Pastor candidate is recommended by the Presbytery through COM and the AC.

Stuart Deming

Dave Milbourn

Dan Anderson

Fairplain Presbyterian Church of Benton Harbor, MI

Presbytery of Lake Michigan
Administrative Commission for Fairplain Presbyterian Church of Benton Harbor, MI
December 3, 2024

The Benton Harbor Fairplain Presbyterian Church has been engaged in discernment concerning its future for at least 3 years. They have utilized assistance from the Commission on Ministry, consulted with Presbytery staff members, and explored possible joint ministry with other congregations. These efforts culminated in the fall of 2024 as the congregation moved toward dissolution. The Presbytery appointed an Administrative Commission made up of the Rev. Helen Havlik, Moderator; the Rev. Linda Male, Secretary; Ruling Elder Marlene Smith, clerk of the Fairplain Session; and the Rev. Dr. Cal Bremer, liaison to Presbytery.

The congregation of the Fairplain Presbyterian Church of Benton Harbor assembled in God's name on Sunday, November 17, 2024, at 10:45am in the Courtyard Room of the church located at 210 W. Napier Ave., Benton Harbor, MI. Upon motion and support, the congregation considered the motion to request Presbytery to dissolve the congregation and

corporation. The congregation engaged in discussion and questions. The congregation members present in person and on Zoom then voted unanimously (28 votes, which represent 82% of the current active membership of 34) to approve the motion. The final worship service for the congregation is scheduled for Sunday December 29, 2024. The minutes of the congregational meeting have been approved by the AC.

The recommendation from the Administrative Commission is that:

1. The dissolution of the congregation, when the way be clear, but not later than September 30, 2025. Note: The “when the way be clear” language is used to provide flexibility in dealing with the numerous details related to church employees, finances, and contracts with various entities.
2. Extending the term of the following elders and trustees for one year: Pete Wendel, J. Michael Hall, Leslie Gilreath & Marlene Smith.
Note: These terms will end when the dissolution is effectuated.
3. Conveying to the Presbytery of Lake Michigan all real property held by Fairplain Presbyterian Church of Benton Harbor, Michigan.

Further information:

- The Session informed some church employees that their services would no longer be needed, and it has worked with two other employees to keep them informed of anticipated changes in their employment during this fluid environment. We are grateful for the flexibility and commitment of these employees to serving and helping wrap up the logistics of closing.
- The value of the endowments and investments of the church will be transferred to the designated recipients according to the directions specified in each case.
- The congregation is running out of money and will not be able to pay bills after the early part of 2025. The intent is that the Presbytery will pay these bills and then deduct the expenses when the building is sold. Steps have been taken to obtain an appraisal of the building. The Presbytery will engage Ron Lemmon/Patriot Realty who has served us so well in the past and is a recognized authority on the marketing and sales of special use buildings like churches.

The members of the AC request you to join us in giving thanks to God for the effective ministry of this congregation for 72 years since its founding in 1952. The Session members with the help of Presbytery are committed to helping find new church homes for the members.

The Rev. Helen Havlik (HR), Moderator
The Rev. Linda Male (HR), Secretary
Ruling Elder Marlene Smith, Clerk of Session-Fairplain

This concludes the reports of the Administrative Commissions.

This concludes the Clerk’s Report

7. **To receive** the following report from the Commission on Ministry:

**REPORT OF THE COMMISSION ON MINISTRY
STATED MEETING of the PRESBYTERY of LAKE MICHIGAN
December 3, 2024**

Since the last Presbytery meeting, the COM Plenary has met once (November 19, 2024), and the Northern, Eastern, and Southwestern Regions have met as needed. The following report deals with actions that the Commission has recommended to the Presbytery, actions taken by the Commission and its Regions on behalf of the Presbytery, and other matters of a general nature.

REPORT ON ACTIONS REGARDING CALLS, INSTALLATIONS, AND RELATED MATTERS:

1. **A motion prevailed** to approve the minutes of the COM Plenary meeting of August 27, 2024.
2. **A motion prevailed** to approve the minutes of the COM Regions since the August 27, 2024, Plenary meeting.
3. **A motion prevailed** to recommend to the Presbytery of Lake Michigan that the **Rev. Mark Jennings** be granted the status of **Retired**, effective **December 1, 2024**. This item will appear as part of the consent agenda for the stated meeting of the Presbytery on December 3, 2024.
4. **A motion prevailed** to recommend to the Presbytery of Lake Michigan that the **Rev. Laurie Hartzell** be granted the status of **Retired**, effective **June 1, 2024**. This item will appear as part of the consent agenda for the stated meeting of the Presbytery on December 3, 2024.
5. Battle Creek, Pennfield: **A motion prevailed** to dissolve the pastoral call between Rev. Kidder and Pennfield Presbyterian Church of Battle Creek, MI, effective October 24, 2024.
A motion prevailed to appoint **Rev. Lorenzo Small** as moderator of the session, effective October 2024
6. Battle Creek, Westlake: **A motion prevailed** to commission Elder Orman Trumblee for an additional year to serve communion effective November 20, 2024, through November 19, 2025.
7. Benton Harbor Fairplain: **A motion prevailed** to **dissolve** the pastoral relationship between **Rev. David Schell** and **Fairplain Presbyterian Church** of Benton Harbor, MI, effective **September 1, 2024**. **A motion prevailed** to appoint **Rev. Philomena Ofori-Nipaah** as **moderator of the session**, effective **September 2, 2024**.
8. Delta/Dimondale: **A motion prevailed** to approve \$1200 from the COM budget to pay for a coach for Rev. Ben Rumbaugh as he helps the two congregations navigate joint ministry.
9. Gregory/Unadilla: **A motion prevailed** to commission Elders Christine Berry and Linda Hay to preside at the Lord's Supper effective June 28, 2024, through June 27, 2025.

10. Hesperia: **A motion prevailed** to approve the call of **Rev. Scott Paul Bonham** as Temporary Pastor effective February 1, 2025 through December 31, 2025 which will include pulpit supply two Sundays per month, including Easter and Christmas Eve. Compensation will include \$200 per Sunday, and mileage reimbursement at the IRS rate. The call also includes pastoral care on a limited basis and may include phone calls, home visits, home communions, hospital visits, etc. Rev. Bonham will be compensated at \$25 per hour for services rendered. The congregation will be vouchered for this compensation. The agreement can be dissolved with 30 days notice by either party with the approval of the Commission on Ministry.

A motion prevailed to approve the call of **Rev. Laurie Hartzell** as Temporary Pastor effective January 1, 2025 through December 31, 2025 which will include pulpit supply one Sundays per month. Compensation will include \$200 per Sunday, and mileage reimbursement at the IRS rate. Rev. Hartzell will also moderate the session. Rev. Hartzell will be compensated at \$50 for each session meeting or congregational meeting that she moderates. The agreement can be dissolved with 30-days notice by either party with the approval of the Commission on Ministry.

11. Jackson First: **A motion prevailed** to appoint the following to the **Installation Commission** to install **Rev. David Schell** to the First Presbyterian Church of Jackson, MI, as installed pastor for an undesignated term: Rev. Gail Monsama (Decatur/Paw Paw), Rev. Karen Kelley (Retired), Elder John Williams (Jackson First), and Elder Marlene Smith (Fairplain). The installation occurred **November 17, 2024, at 3:00 p.m. at the First Presbyterian Church of Jackson, MI.**

A motion prevailed to recommend to the COM plenary that \$1200 from the COM Budget be approved to support clergy coaching for Rev. David Schell to develop skills for mission and outreach beyond the walls of the church.

12. Richland: **A motion prevailed** to appoint Rev. Kristin Stroble as the COM liaison. An administrative commission has been appointed by the presbytery so future updates will be provided by that entity. The Rev. Mark Jennings has refused to meet with the Commission on Ministry to provide an exit review. Rev. Jennings does not wish his retirement to be recognized publicly at the stated meeting of the presbytery. **A motion prevailed** to dissolve the pastoral relationship between **Rev. Mark Jennings** and the First Presbyterian Church of Richland, MI, effective December 1, 2024. Rev. Jennings' last day in the pulpit was October 20, 2024, as Rev. Jennings is taking accumulated vacation and study leave. **A motion prevailed** to appoint the Rev. Seth Weeldreyer as moderator of the session through December 31, 2024.

13. Schoolcraft: **A motion prevailed** to approve their Mission Study.

14. Sturgis **A motion prevailed** to appoint **Rev. Brian Madison** as the session moderator for September 2024.

A motion prevailed to appoint **Rev. Brenda Deily** as moderator of the session, beginning effective October 1, 2024.

After a time of careful discussion, **a motion prevailed** to commission **Ruling Elder**

Barry Gulliver and **Ruling Elder Jo Schrader** to preside at the Lord's Supper on December 24, 2024 (Christmas Eve). Rev. Brenda Deily will provide training relative to Reformed theology of the Lord's Supper, liturgy and prayers, and practical aspects of serving communion. A motion prevailed at COM Plenary to commission **Ruling Elder Barry Gulliver** and **Ruling Elder Jo Schrader** to preside at the Lord's Supper on December 24, 2024 (Christmas Eve).

This concludes the report of the Committee on Ministry.

This concludes the Consent Agenda.

**Leadership Team Meeting
Minutes
Presbytery of Lake Michigan via Zoom
1511 Helen Avenue, Portage, MI 49002
September 5, 2024 12:30 p.m.
Via Zoom**

Attendance Roll: Chris Dorn (TE-Ionia/DST), Beth Dyer (RE-Kalamazoo First/B&F Moderator), Cindy Green (RE-Portage Westminster/LT MAL), Troy Hauser-Brydon (TE-Grand Haven/PLM Vice-Moderator), Stan Jenkins (TE-Lansing First/LT MAL), Paul Karsten (RE-Westminster GR/LTModerator), Gail Monsma (TE-Paw Paw/PLM Moderator), Lisa Schrott (TE-/N&R Moderator), Lynette Sparks (TE-Westminster GR/M&O)

Staff: Fran Lane-Lawrence (Executive Presbyter/Stated Clerk), Chrissy Westbury (Associate Presbyter), Cal Bremer (Asst. to Exec)

Excused: Annamarie Groenenboom (Assoc. Clerk), Katie Hurnwell (TE/CST)

Call to Order and Opening Prayer:

Elder Paul Karsten, moderator, called the meeting to order at 12:35 p.m. Rev. Lynette Sparks opened the meeting in prayer. A quorum was present

Adoption of the Agenda:

A motion prevailed to adopt the agenda.

Approval of the Consent Agenda:

A motion prevailed to approve the consent agenda, including the following items:

- A. **To approve** the Leadership Team Meeting Minutes of August 1, 2024.
- B. **To receive** the Team Facilitators' Reports.
- C. **To receive** the September 2024, Report of the EP/Associate Presbyters

Unfinished Business:

- A. Updates
 - Eastminster Presbyterian Church of Grand Rapids, MI
The congregation was dissolved on June 28, 2024. The Administrative Commission is still working with the Presbyterian Foundation to resolve outstanding financial matters. The AC continues to work with the IRS to resolve outstanding financial matters with them. The Preschool was going to move into Shawnee Park Christian Reformed Church in Grand Rapids, MI, but licensing concerns are preventing that move at the current time.
 - Marshall - AC continues to work with the session and is experiencing both joys and challenges. Some of their practices do not adhere to Presbyterian policy. The AC is working toward Presbyterian theology and process. The session needs to work more intently to update their mission study.

- B. Nominee for Nominating Committee (TE, Man or Non-binary):
The names of those with gifts are discerning calls to the Nominating Committee. Names of those who have discerned a call will be presented at the October meeting.

New Business:

- A. Final Read of Proposed PLM Budget for 2025 and Narrative Budget
A motion prevailed to approve the 2025 proposed PLM Budget and Budget Narrative which includes suggested revisions.
- B. One-time financial assistance for congregations-BOP Changes
A motion prevailed to recommend to Presbytery that up to \$45,000 be designated from undesignated funds from sale proceeds to provide a one-time grant in 2025 of \$3,000 for congregations negatively impacted by the BOP changes and demonstrate financial need. The Commission on Ministry will approve the grants on a case-by-case basis.
- C. CRE Preparation
The Executive Presbyter is working with others in the presbytery and synod to create an educational program that will prepare ruling elders to serve in commissioned capacities.
- D. Brunch with the Bunch - January 15, 2025
Members of the Presbytery staff will meet in-person (if weather allows) with moderators of presbytery committees and members of the Leadership Team to orient them to their work, and to clarify which members of staff they need to contact for support with Committee/Commission work
- E. Presbytery Officer Training - January 11, 2025
The Executive Presbyter is organizing Presbytery Officer Training that will be offered on Saturday, January 11, 2025 at the Presbytery Office. The training may be live-streamed.
- F. Stated Meetings for 2026
The Leadership Team will examine presbytery needs as it relates to schedule for stated meetings beginning in 2026. This item will be included on the agenda for the October 3, 2024 LT meeting.
- G. Annual evaluation of EP/SC and Associate.
Lynette Sparks and Gail Monsma will take the lead in putting together the annual evaluation for EP/SC and Associate.

Discussion of the Business and Worship at Stated Meetings of the Presbytery: The following includes ongoing planning information for Presbytery meetings in 2024 and 2025.

- A. Saturday, September 14, 2024 - Paw Paw**
 - 1. The Theme: Serving with Energy
 - 2. Offering: PLM Inquirers and Candidates

3. Preacher and Keynote: Dr. Corey Schlosser-Hall
4. Celebration of the Lord's Supper
5. Report of EP - Fran Lane-Lawrence(5 minutes)
 - a. Educational Opportunities
 - b. Support of Congregations
6. GA Reports from Commissioners (15 minutes)
7. Synod of the Covenant Report - Andy Thorburn (5 minutes)
8. B&F - Beth Dyer (10 minutes)
 - a. Budget First-Read
9. Leadership Team Report - Paul Karston (5 Minutes)
 - a. Recommendation Per Capita Increase to \$27.76
 - b. \$3000
10. COM Report - Kristin Stroble
 - a. Celebration of Retirement of Peggy Casteel-Huston
 - b. Celebration of Retirement of Annemarie Kidder
 - c. Recommendation 2025 Minimum Terms of Call
 - d. Request for Administrative Commission for FPC-Richland
11. Nominating Committee Report - Lisa Schrott (10 minutes)

B. Tuesday, December 3, 2024 - Grand Haven

1. The Theme: Rest, Healing, and Remembrance (Contemplative Service)
2. Offering: Presbyterian Disaster Assistance
3. Preacher: Fran
4. Celebration of the Lord's Supper
5. Report of EP - Fran Lane-Lawrence(5 minutes)
6. Synod of the Covenant Report - Chip Hardwick (10 minutes)
7. B&F
 - a. Budget Approval
8. Nominating Committee Report - Lisa Schrott (10 minutes)
9. Commission of Moderator/Vice Moderator

C. Saturday, March 8, 2025 - East Lansing Eastminster

1. The Theme: Care of Creation
2. Offering: PCUSA Restoring Creation for Ecology and Justice
3. Preacher: Rev. Dr. Tricia Tull
4. Celebration of the Lord's Supper
5. Report of EP - Fran Lane-Lawrence(5 minutes)
6. Synod of the Covenant Report (10 minutes)
7. B&F
8. Nominating Committee Report - Lisa Schrott (10 minutes)

D. Saturday, June 10, 2025 - Cadillac First

9. The Theme:
10. Offering:
11. Preacher:
12. Celebration of the Lord's Supper
13. Synod of the Covenant Report (10 minutes)

14. B&F -

15. Report of EP - Fran Lane-Lawrence(5 minutes)

16. Nominating Committee Report - Lisa Schrott (10 minutes)

Adjournment and Closing Prayer: Elder Paul Karsten adjourned at 2:06 p.m. and closed the meeting with prayer.

Next meeting: October 3, 2024, at 12:30 p.m. via Zoom

Devotion: Troy Hauser Brydon

**Leadership Team Meeting
Minutes
Presbytery of Lake Michigan
1511 Helen Avenue, Portage, MI 49002
October 3, 2024 12:30 p.m.
Via Zoom**

Present: Chris Dorn (TE-Ionia/DST), Beth Dyer (RE-Kalamazoo First/B&F Moderator), Cindy Green (RE-Portage Westminster/LT MAL), Troy Hauser-Brydon (TE-Grand Haven/PLM Vice-Moderator), Paul Karsten (RE-Westminster GR/LT Moderator), Gail Monsma (TE-Paw Paw/PLM Moderator), Lisa Schrott (TE-/N&R Moderator), Lynette Sparks (TE-Westminster GR/M&O)

Staff: Fran Lane-Lawrence (Executive Presbyter/Stated Clerk), Chrissy Westbury (Associate Presbyter), Cal Bremer (Asst. to Exec)

Excused: Annamarie Groenenboom (Assoc. Clerk), Stan Jenkins (TE-Lansing First/LT MAL)

Absent: Katie Hurnwell (TE/CST)

Call to Order, Opening Prayer, and Quorum

The meeting was called to order at 12:30 p.m. by Elder Paul Karsten, moderator of the Leadership Team. Rev. Troy Hauser Brydon opened the meeting with prayer. A quorum was present.

Adoption of the Agenda:

The Agenda was adopted as presented by consensus.

Approval of the Consent Agenda:

The consent agenda was approved by consensus. It included the following items:

- A. **To approve** the Leadership Team Meeting Minutes of September 5, 2024.
- B. **To receive** the October 2024, Report of the EP/Associate Presbyters
- C. **To receive** the proposed Amendments to the Book of Order distributed by GA

Unfinished Business:

- A. Updates - Administrative Commissions
The Administrative Commission for Eastminster Presbyterian Church of Grand Rapids continues its work addressing outstanding issues with ERC funds and with clarifying the disposition of funds held by the Presbyterian Foundation.

The Administrative Commission for the First Presbyterian Church of Marshall, MI continues its work with the session and congregation.

The Administrative Commission for the First Presbyterian Church of Paw Paw, MI and Decatur, MI held its orientation meeting on Tuesday October 1, 2024. The AC members

chose the Rev. Cathy Hoop as moderator and Rev. Scott Scheel will serve as the recording clerk.

The Administrative Commission for Richland, MI is working to select a date for their orientation meeting.

B. Nominees for Nominating Committee

A motion prevailed to nominate Elder Ben Boerkel (Westminster GR) and Elder Willye Bryan (Lansing First) for service on the Nominating and Representation Committee for the Class of 2027.

The Leadership Team continues their effort to identify nominees to fill a vacancy in the class of 2025 and the class of 2026.

New Business:

A. Debrief of Presbytery Meeting

The Leadership Team expressed appreciation for members of the First Presbyterian Church of Paw Paw, MI for hosting the presbytery meeting. There were also expressions of appreciation for the presentation by Corey Schlosser Halls.

B. Discussion - Continued Necessity of Physical Office for the Presbytery

- a. Form a Task Force - Rev. Troy Hauser Brydon and Elder Beth Dyer will create a survey to send to the staff to gather some initial information. Members of the Leadership Team will send questions they want to have included to Rev. Hauser Brydon.

C. Review of Presbytery Schedule for 2026

- a. Initial Discussion of proposal - Members of staff will provide feedback as a starting part for the discussion.

D. Update on evaluation process for EP/SC and Associate

Evaluation forms have been forwarded to some members of the presbytery for feedback.

E. Information Only - Staff Evaluations and 2025 MOUs

Self-Evaluations form will be distributed for feedback. MOUs will be provided to the Leadership Team for review in November.

F. Special Guest - June Lorenzo, Presbyterian Peacemaking Program

June Lorenzo introduced herself to members of the Leadership Team and encouraged them to attend the discussion at Westminster Presbyterian Church in Portage, MI on Friday, October 4, 2024. She shared about her work with indigenous people and education of congregations within the PCUSA on the Doctrine of Discovery.

Discussion of the Business and Worship at Stated Meetings of the Presbytery:

The Leadership Team reviewed the schedule for future meetings of the Presbytery. **A motion prevailed** to designate the December 03, 2024 offering to Presbyterian Disaster Assistance.

A. Tuesday, December 3, 2024 - Grand Haven

1. Worship: Rest, Healing, and Remembrance (Contemplative Service)
 - a. Commissioning of Moderator/Vice Moderator
 - b. Celebration of the Saints
 - c. Celebration of the Lord's Supper
 - d. Offering: Presbyterian Disaster Assistance
 - e. Message: Fran Lane-Lawrence
2. Annual Report of EP - Fran Lane-Lawrence (5 minutes)
3. Synod of the Covenant Report - Chip Hardwick (10 minutes)
4. B&F
 - a. Budget Approval
5. Nominating Committee Report - Lisa Schrott (10 minutes)
 - a. LT Nominations for LT
6. Recognition of Outgoing Moderator

C. Saturday, March 8, 2025 - East Lansing Eastminster

1. The Theme: Care of Creation
2. Offering: PCUSA Restoring Creation for Ecology and Justice
3. Preacher: Rev. Dr. Tricia Tull
4. Celebration of the Lord's Supper
5. Report of EP - Fran Lane-Lawrence(5 minutes)
6. Synod of the Covenant Report (10 minutes)
7. B&F
8. Nominating Committee Report - Lisa Schrott (10 minutes)

D. Saturday, June 10, 2025 - Cadillac First

9. The Theme:
10. Offering:
11. Preacher:
12. Celebration of the Lord's Supper
13. Synod of the Covenant Report (10 minutes)
14. B&F -
15. Report of EP - Fran Lane-Lawrence(5 minutes)
16. Nominating Committee Report - Lisa Schrott (10 minutes)

Adjournment and Closing Prayer: Elder Paul Karsten adjourned the meeting with prayer at 1:45 p.m.

Next meeting: November 7, 2024, at 12:30 p.m. via Zoom

Devotion: Fran Lane-Lawrence

DRAFT
MINUTES of the STATED MEETING
Presbytery of Lake Michigan
September 14, 2024, 9:30 a.m.
First Presbyterian Church of Paw Paw, MI

The Presbytery of Lake Michigan forms and partners with faith communities to challenge, encourage, equip, and hold one another accountable as Christ's disciples.

CALL TO ORDER, OPENING PRAYER, AND QUORUM

Rev. Gail Monsma (Paw Paw/Decatur), Moderator, called the meeting to order at 9:33 a.m. Rev. Monsma opened the meeting with prayer and lit the Christ candle. A quorum was present.

APPOINTMENT OF TEMPORARY CLERKS

A motion prevailed to appoint the following as temporary clerks: Elder Karen Makay (Decatur), Elder Andy Thorburn (Paw Paw), Rev. Doug Nettleton (HR), Rev. Philomena Ofori-Nipaah (North Park).

SEATING OF CORRESPONDING MEMBERS

A motion prevailed to seat Corey Schlosser Hall (Presbytery of the Northwest), Deputy Director of Vision, Innovation, and Rebuilding, PCUSA Mission Agency, and Matt Bruce, Synod of the Covenant – Director of Cultivating the Gifts of Preaching, as corresponding members.

GRANTING OF VOICE

A motion prevailed to grant voice to Elder Rick Foster of First Presbyterian Church of Richland, MI.

APPROVAL OF THE DOCKET

A motion prevailed to approve the docket as presented (online only).

INTRODUCTION AND WELCOME OF FIRST-TIME RULING ELDERS AND CHRISTIAN EDUCATORS

Rev. Monsma welcomed guests, visitors, first-time elders, and Christian educators from Fairplain, Pennfield, and Grand Haven.

GREETINGS FROM THE FIRST PRESBYTERIAN CHURCH OF PAW PAW/DECATUR

Rev. Gail Monsma offered greetings on behalf of the congregation. She described the history of the two churches and the work they have done toward a possible merger. Rev. Monsma highlighted the church's special mission and ministries.

APPROVAL OF CONSENT AGENDA

A motion prevailed to approve the consent agenda, including the following items:

PRESBYTERY OF LAKE MICHIGAN CONSENT
AGENDA of the STATED MEETING
September 14, 2024

1. **To excuse** these members and elder commissioners at their request and to add those who will continue to request an excused absence up to the actual meeting: Dan Anderson, Mary Austin, David Braak, Jessica Bratt Carle, Katherine Culpepper, Brenda Deily, Janet Duggins, Jerry Duggins, Annamarie Groenenboom, Laurie Hartzell, Jessica Hauser Brydon, Mackenzie Jager, Jan Jasperse, Mark Jennings, Jacob Kaufman, Karen Kelley, Kyle Kooyers, Linda Male, Amber Nettleton, Kyle Nolan, Kathleen Robertson King, David Schell, Barb Schreur, Pat Weatherwax
2. **To approve** the Minutes of the Stated Meeting of the Presbytery of Lake Michigan, June 11, 2024, Online only.
3. **To file** the approved Minutes of the Presbytery of Lake Michigan Leadership Team on June 6, 2024, and August 1, 2024. Online only.
4. **To grant** the status of **Retired** to **Rev. Peggy Casteel-Huston**, effective as of July 1, 2024.
5. **To grant** the status of **Retired** to **Rev. Annemarie Kidder**, effective October 31, 2024.
6. **To approve** COM Policy D-6 PLM Honoraria Recommendations. The honoraria for pulpit supply for a single service is to be increased from \$150 to \$200 plus mileage at the IRS reimbursement rate. For two services at the same location, the minimum will be increased from \$200 to \$250 plus mileage. Moderators of sessions will be increased from \$100 to \$150. Please see Policy D-6 online only.
7. **To receive** the Report of the Stated Clerk for today, as follows:

REPORT OF THE STATED CLERK

Rev. Fran Lane-Lawrence

September 14, 2024

1. **REVIEW OF 2023 SESSION MINUTES:** The review of the 2023 session minutes has been completed. The 2023 Session Minutes for the following congregations were approved without exception. Battle Creek First, Battle Creek Pennfield, Battle Creek Westlake, Benton Harbor Fairplain, Benton Harbor First, Big Rapid United, Brooklyn, Buchanan First, Cadillac First, Cassopolis First, Coldwater First, Concord First, Decatur First, Dimondale First, East Lansing Eastminster, East Lansing Peoples, Edwardsburg, Gobles Bethany, Grand Haven First, Grand Rapids Forest Hills, Grand Rapids North Park, Grand Rapids Westminster, Gregory Unidilla, Hastings, Hesperia, Holland First, Holt First, Homer First, Ionia First, Jackson First, Jackson Westminster, Jenison Parkwood, Jonesville First, Kalamazoo First, Lake City First, Lansing Delta, Lansing First, Lyons/Muir, Mason First, Muskegon First, Niles First, Okemos, Plainwell First, Portage Westminster, Richland First, Rockford North Kent, Schoolcraft First, Spring Lake, Stockbridge First, Sturgis First, Three Rivers/Centerville. The 2023 Session Minute reviews for the following congregations were approved with exceptions: Paw Paw did not complete reviews of their Sexual Misconduct Policy and Child Protection Policy. The 2023 Session Minute reviews for the following congregations were not approved: Allegan and Marshall. The following congregations did not submit 2023 minutes for review: East Lansing Korean, North Westminster, and Kalamazoo North.
2. **BOUNDARY AND ETHICS TRAINING:** The PCUSA Constitution in the *Book of Order* mandates all councils (this includes sessions) adopt and implement sexual misconduct policies “which shall include requirements for training which includes the topic of sexual misconduct and child sexual abuse prevention . . . at least every 36 months.” (G-3.0106) The Presbytery of Lake

Michigan now mandates sexual misconduct/ boundary training every 36 months for teaching elders, including honorably retired ministers, commissioned ruling elders, ruling elders, and Christian educators who are active in the ministry of the Presbytery. This is a change from the previous mandate, and most teaching elders in the Presbytery of Lake Michigan will need to attend Boundary and Ethics Training to be in compliance. Boundary and Ethics Training in 2024 will be provided to members of the Presbytery of Lake Michigan at **no cost** to participants by LeaderWise. The LeaderWise training that fulfills this requirement for sexual misconduct training only will be offered as provided below. This training is first-come, first-serve. Sessions are limited to 40 participants.

- Introduction to Boundaries, Saturday, September 28, from 9:30 a.m. – 4:30 p.m.
 - Registration: <https://leaderwiseconsulting.square.site/product/sotc-boundaries-lw/7>
 - Participants must be present for all 6 hours of training to receive credit.
- Introduction to Boundaries, Tuesday, October 15, and Wednesday, October 16, 2024, from 6:00 p.m. to 9:00 p.m.
 - Registration: <https://leaderwiseconsulting.square.site/product/sotc-boundaries-lw/7>
 - Participants must be present for all 6 hours of training to receive credit.
- 8. Introduction to Boundaries, Thursday, November 7, 2024, from 9:30 a.m. – 4:30 p.m.
 - Registration: <https://leaderwiseconsulting.square.site/product/sotc-boundaries-lw/7>
 - Participants must be present for all 6 hours of training to receive credit.

3. REQUEST FOR EXCUSED ABSENCES FOR PRESBYTERY MEETINGS: The Stated Clerk asks that all requests for excused absences be made through the online system available on the presbytery website or by using this link: <https://lakemichiganpresbytery.breezechms.com/form/6ce58f>. *Requests for excused absences not requested through the online system may not be recorded correctly.*

4. DATES FOR STATED MEETINGS IN 2024: The dates for stated meetings of the Presbytery of Lake Michigan for 2024 are as follows:

- Tuesday, December 3, 2024 – *GRAND HAVEN*
- Saturday, March 8, 2025 – *E LANSING EASTMINSTER*
- Tuesday, June 10, 2025 – *TBD*
- Saturday, September 13, 2025 – *TBD*
- Tuesday, December 2, 2025 – *TBD*

Thank you to these congregations for generously hosting a meeting of the Presbytery of Lake Michigan.

5. REPORTS OF ADMINISTRATIVE COMMISSIONS:

Eastminster Presbyterian Church of Grand Rapids, MI

Lake Michigan Presbytery
Administrative Commission for Eastminster GR
September 14, 2024

No update at this time.

Elder Ed Coke, Moderator (Grand Rapids Westminster) Elder
Judith Burnside, Recording Clerk (Spring Lake) Elder Cal
Bosman (Grand Haven)
Rev. Nick Marlatt (Hastings)

First Presbyterian Church of Marshall, MI

Presbytery of Lake Michigan
Administrative Commission
First Presbyterian Church of Marshall, MI
September 14, 2024

No Update at this time.

Nancy Toth Brad Sparks Amber Nettleton

This concludes the reports of the Administrative Commissions.

This concludes the Clerk's Report

8. **To receive** the following report from the Commission on Ministry:

**REPORT OF THE COMMISSION ON MINISTRY STATED
MEETING of the PRESBYTERY of LAKE MICHIGAN
September 14, 2024**

Since the last Presbytery meeting, the COM Plenary has met once (August 27, 2024), and the Northern, Eastern, and Southwestern Regions have met as needed. The following report deals with actions that the Commission has recommended to the Presbytery, actions taken by the Commission and its Regions on behalf of the Presbytery, and other matters of a general nature.

REPORT ON ACTIONS REGARDING CALLS, INSTALLATIONS, AND RELATED MATTERS:

1. **A motion prevailed** to approve the minutes of the COM Plenary meeting of May 28, 2024.
2. **A motion prevailed** to approve the minutes of the COM Regions since May 28, 2024, Plenary meeting.
3. **A motion prevailed** to recommend to the Presbytery of Lake Michigan that the **Rev. Peggy Casteel-Huston** be granted the status of **Retired** effective **July 1, 2024**. This item will appear as part of the consent agenda for the stated meeting of the Presbytery on September 14, 2024.
4. **A motion prevailed** to recommend to the Presbytery of Lake Michigan that the **Rev. Annemarie Kidder** be granted the status of **Retired**, effective **October 31, 2024**. This item will appear as part of the consent agenda for the stated meeting of the Presbytery on September 14, 2024.
5. **A motion prevailed** to recommend to the Presbytery of Lake Michigan that 2025 minimum terms of call be established as \$56,740 combined salary and allowance for

housing and utilities OR \$43,406 plus free use of the manse and payment of actual utilities by the church.

Board of Pensions defined benefit pension, death and disability, long-term disability and Employee Assistance Program (10% of effective salary). Required for all clergy and encouraged for CREs and other church workers.

Board of Pensions Medical Coverage

- i The Book of Order requires that congregations enroll Ministers of Word and Sacrament in installed pastoral service in the Congregational Pastors Package, which includes member-only medical coverage. (16% of Effective Salary)
- ii If the pastor needs family coverage, churches in 2025 shall cover the entire cost of the 2025 Transitional Pastor’s Participation (43% of the effective salary).

6. Brooklyn: **A motion prevailed** to approve the call of **Rev. David Weber** as **Interim Pastor**, effective September 1, 2024, through August 31, 2024.

Cash Salary	\$42,575
Housing Allowance	\$22,925
Total Effective Salary	\$64,500

SECA Offset	\$ 5,426
Moving Expenses	\$. 2,000
Continuing Education	\$. 1,000
Professional Expenses	\$ 1,000
Books and Professional Supplies	\$. 500
Mileage Reimbursement	IRS Rate
PCUSA Board of Pension Full Family Benefits	
Mileage Reimbursed at IRS Rates	
Vacation	30 days, including 4 Sundays (1 week/quarter)
Continuing Education	14 days, including 2 Sundays

7. Decatur/Paw Paw: **A motion prevailed** to approve the mission study for the First Presbyterian Church of Paw Paw, Michigan, and the mission study for the First Presbyterian Church of Decatur, MI. **A motion prevailed** to refer the sessions of the First Presbyterian Church of Decatur, MI, and the First Presbyterian Church of Paw Paw, MI, to the Presbytery of Lake Michigan, standing commission for Mergers to explore further steps toward a merger between the congregations.
8. Delta/Dimondale: A motion prevailed to approve the following installation commission to install Rev. Ben Rumbaugh on Sunday, September 8, 2024, at Frances Park, 2701 Moores River Dr, Lansing, MI 48911
9. Fairplain: **A motion prevailed** to dissolve the relationship between Fairplain and the Rev. David Schell and Fairplain Presbyterian Church effective September 1, 2024. **A motion prevailed** to refer the session to the Presbytery of Lake Michigan standing commission on Mergers, Unions, Dissolutions &ACs to discern the best next steps.
10. Jackson First: Rev. Karen Kelley, Rev. Ben Rumbaugh, and Elder Heather Myer completed an interview with Rev. David Schell on June 20, 2024, to ensure compatibility with the congregation. **A motion prevailed** to approve the call of the First Presbyterian

Church of Jackson, MI, to the Rev. David Schell as full-time Solo Pastor for an indefinite period, effective September 23, 2024:

Cash Salary	\$20,000
Housing Allowance	\$40,000
Total Effective Salary	\$60,000
Board of Pensions	\$ 23,400
SECA	\$8,156.86
Professional Development	\$ 1,000
Mileage Reimbursement	\$ 1,500
Books/Professional Expenses	\$. 300
Miscellaneous Professional Exp	\$ 400
Moving Expenses	\$ 3,000
403(B) Matching Contributions	\$ 2,500
Vacation	30 days, including 4 Sundays
Continuing Education	14 days, including 2 Sundays
	Can be accumulated for up to three years.
Spiritual Retreat	7 days, including 1 Sunday
	Follow PLM Family Leave and Sabbatical Policies

11. Okemos: **A motion prevailed** to approve the Associate Pastor position description and approve the creation of an Associate Pastor Nominating Committee (APNC). An APNC was formed and trained on July 9, 2024.
12. Richland: Report will be provided verbally. **A motion prevailed** to recommend to the presbytery that an Administrative Commission be appointed to inquire into and settle reports of disorder. The background, scope, and authority of the requested administrative commission will be presented verbally at the stated meeting on September 14, 2024.

This concludes the report of the Committee on Ministry.

This concludes the Consent Agenda.

WORSHIP

Dr. Corey Schlosser-Hall - Deputy Executive for Vision, Innovation & Rebuilding, Presbyterian Mission Agency of the Presbyterian Church (USA) led the time of worship. The Presbytery celebrated the Lord's Supper during worship. An offering of \$740.00 was received and designated for candidates and inquirers under the care of the Presbytery of Lake Michigan.

The Presbytery recessed for a 15-minute break at 11:00 a.m. The meeting was reconvened at 11:15 a.m.

REPORT OF THE NOMINATING AND REPRESENTATION COMMITTEE

Rev. Lisa Schrott (Okemos) presented the report from the Nominating and Representation Committee. Rev. Schrott provided a list of terms for presbytery committees the Nominating Committee will be looking to fill.

REPORT OF THE PRESBYTERY OF LAKE MICHIGAN COMMISSIONERS TO THE 226TH (2024)

PCUSA GENERAL ASSEMBLY

Elder Eileen Best (Westminster Portage), Elder Brian Nederveld (Kalamazoo First), Rev. Lynette Sparks (Westminster GR), and Rev. Stan Jenkins (Lansing First) reported to the presbytery about their experiences at General Assembly. They each shared about the enriching engagements each of them had on the various committees that they served and during plenary sessions. Each spoke of the presence of the Holy Spirit as Commissioners worshiped, discerned, and made decisions together on behalf of the church. The presbytery expressed their appreciation for their service.

REPORT OF THE BUDGET AND FINANCE COMMITTEE

Elder Beth Dyer (Kalamazoo First), moderator of the Budget and Finance Committee, presented a first read of the Proposed 2025 Budget for the Presbytery of Lake Michigan. Sessions and members of the Presbytery of Lake Michigan should direct questions and comments to the moderator of the Budget and Finance Committee. The Proposed Budget for 2025 will be presented for approval at the stated meeting on December 3, 2024.

REPORT OF THE LEADERSHIP TEAM

Elder Paul Karsten (Westminster GR), the moderator of the Leadership Team, presented the report of the Leadership Team. Elder Karsten made the following recommendation:

As most sessions should be aware, the PCUSA Board of Pensions (BOP) recently changed the Medical Dues Structure for 2025. The Book of Order (G-2.0804) requires that all installed pastors in the PCUSA participate in the PCUSA Board of Pensions medical and pension plan. The long-standing Presbytery of Lake Michigan policy is that congregations shall provide medical coverage for both the pastor and the pastor's family.

What stays the same

The dues for the Defined Pension Plan remain the same - 10% of effective salary. This includes pension, death and disability, temporary disability, and the Employer Assistance Plan (EAP).

What has changed

The change the PCUSA BOP has made only affects the medical coverage dues. If you need specific information about those changes, please go to the PCUSA BOP website or contact your BOP representative, Luke Choi, or your COM liaison.

The change to the medical dues structure impacts some congregations positively and lowers the cost, but the changes impact some congregations quite negatively, and that is what I want to speak about today.

While medical coverage for installed pastors has decreased to 16% of their effective salary to cover only the pastor, the cost to cover other members of their families has significantly increased.

- To cover children only, the dues are a flat \$8,950 regardless of how many children are covered.
- To cover a spouse only, the dues are a flat rate of \$11,000
- To cover a pastor's family, the dues are a flat rate of \$20,600

These are in addition to the 16% dues for the pastor's coverage.

The Commission on Ministry has been working with the Board of Pensions since late-2023 to discern a recommendation for minimum terms of call for 2025, which will provide equity across all congregations for pastors and congregations, but because the PCUSA Board of Pensions' roll out of the dues structures was poorly executed, much of the information needed by the COM to

create a new policy was only received in the last couple of months.

For 2025, the COM is not recommending any change to the Presbytery of Lake Michigan policy. COM is recommending that congregations who need to cover both the pastor and the pastor's family participate in the Transitional Pastor's Plan. The total cost of both pension and medical is 43% of the pastor's effective salary. This will allow the COM the time it needs to have conversations with others in the denomination to create a policy that is equitable to both pastors and congregations.

In the meantime, the presbytery knows that this puts a financial strain on some congregations that are already struggling with finances. The presbytery recognizes this and wants to help. The Leadership Team, in conversation and concurrence with presbytery leaders and the Commission on Ministry, makes the following recommendation: that the Presbytery designate up to \$45,000 of the funds from the sale of property from dissolved congregations to provide one-time grants of \$3000 to congregations during 2025 to assist with the increased cost of dependent medical coverage. To access the grant, congregations will work with the COM and presbytery leaders and must demonstrate financial need. **A motion prevailed** by unanimous vote to approve the recommendation as presented.

Elder Paul Karsten shared an overview of the Leadership Team's vision and plans for ministry in 2025. The plan and vision include a continued focus on resourcing and supporting congregations as they develop dynamic leaders within their congregations and as they engage more fully with their communities. Elder Karsten, on behalf of the Leadership Team recommended that 2025 Presbytery Per Capita Increase to \$27.76. Per capita for 2025 set by the GA is \$10.84/ and by the Synod is \$3.40. If the increase for presbytery per capita is approved, the total will be \$42.00. **A motion prevailed** by unanimous vote to approve the increase in per capita to \$27.76.

REPORT OF THE SYNOD OF THE COVENANT

Elder Andy Thorburn (Paw Paw), Synod Commissioner, shared about the various programs offered by the Synod of the Covenant, including boundary training, preaching enrichment for ruling elders, anti-racism training, and support for Commissioned Ruling Elders. Matt Aragon-Bruce, Director of Cultivating the Gifts of Preaching, shared about the program and invited those who might feel led to participate to contact him.

REPORT OF THE COMMISSION ON MINISTRY

Rev. Kristin Stroble (Eastminster East Lansing), moderator of the Commission on Ministry (COM), recognized Rev. Peggy Casteel-Huston and Rev. Annemarie Kidder for their faithfulness and years of service on the event of their retirement. The Presbytery expressed their profound appreciation and paused for prayer to bless both as they begin this new phase of life as retired ministers of the Word and Sacrament.

Rev. Kristin Stroble, on behalf of the Presbytery of Lake Michigan, recommended the following 2025 Minimum Terms of Call:

The Commission on Ministry recommends that the 2025 minimum effective salary be established as \$56,740 (2.71% increase) combined salary and allowance for housing and utilities OR \$43,405 plus free use of the manse and payment of actual utilities by the church. This increase is based on the Bureau of Labor Statistics Consumers' Price Index for Midwest Urban using the average CPI for the first (6) six months of each year. We have been using this method since 1998.

This method of calculation was reviewed in 2024. The Book of Order requires that congregations enroll Ministers of Word and Sacrament in installed pastoral service in the Congregational Pastors Package, which includes member-only medical coverage. (16% of Effective Salary)

The Presbytery of Lake Michigan Policy currently requires congregations to provide full healthcare coverage for the pastor and their family. The Commission on Ministry is not recommending a change to that policy for 2025. If family coverage is needed by the pastor in 2025, the congregation shall cover the entire cost of the

2025 Transitional Pastor's Participation (43% of effective salary). The purpose of the COM's decision in this matter is to ensure that pastors and their families currently receiving medical coverage through the Board of Pensions can continue to receive that coverage during 2025. This also provides the Commission on Ministry with adequate time to consider a long-term policy that takes into consideration the best interests of both the pastors and congregations of the Presbytery of Lake Michigan, keeping you informed about our future plans.

The COM and presbytery staff understand that many congregations may experience hardship in meeting the difference between 2024 and 2025 Board of Pension dues. We are committed to navigating these changes with you in ways that support both pastors and congregations. Our COM liaisons and presbytery staff are available to help facilitate discussions with sessions. Sessions may request a one-time \$3,000 grant to help with the increased cost of the Board of Pensions medical coverage for families. This grant is only for those congregations that have a pastor enrolled in the Transitional Pastors Package and demonstrate financial need. The COM and presbytery will review grant requests on a case-by-case basis.

A motion prevailed by unanimous vote, to approve the recommendation for 2025 Terms of Call.

Rev. Kristin Stroble, Moderator of COM, recommended the appointment of an Administrative Commission for the First Presbyterian Church of Richland, MI as follows:

The Commission on Ministry recommends that an administrative commission of three to five people be appointed to the First Presbyterian Church of Richland, MI.

Rationale: The primary goal of the administrative commission will be to inquire into reports of disorder by members and staff of the congregation, the Commission on Ministry, and presbytery members and staff (G-3.0109b) and to support the session in returning to order through education, training, and other processes as needed.

Background

The Commission on Ministry has been receiving reports of disorder for approximately a year and a half, as reported at the stated meeting of the Presbytery of Lake Michigan on June 11, 2024. Representatives appointed by the Commission on Ministry, Rev. Kristin Stroble, Rev. Cal Bremer, and Rev. Fran Lane-Lawrence, visited with session members to hear concerns of the session and inquire about the following reports of disorder:

- Concerns about financial activities and how church funds were being used
- Mx O'Sullivan's participation in the life of the congregation
 - Attendance and involvement in decision making at session meetings
 - Taking part in decision-making processes
 - Directing of staff
- Concerns about Rev. Jennings' health and ability to perform the core functions of his pastoral call

COM encountered several red flags during the meeting as follows:

- 1) In a congregation with a membership of 235, as reported in the most recent statistical report, four members of the session were related to one another.
- 2) The conversation around financial practices was a good and productive conversation. The COM has ongoing concerns about church funds used to renovate Rev. Jennings' house to make it handicap-accessible and to pay medical bills and the tax ramifications.
- 3) COM has ongoing concerns about Mx O'Sullivan's (Rev. Jennings' spouse) participation in the life of the congregation and the session's inability to understand the inappropriateness of her taking leadership roles in the congregation.
- 4) Rev. Jennings chose not to attend or moderate the meeting. In a letter to COM distributed at the meeting by the clerk of session, he stated that the meeting would be difficult for him to navigate without risking his health. In the communication, Rev. Jennings enumerated neurological damage as a result of his stroke that would make it impossible for him to moderate the meeting without concern about the possibility of suffering a medical setback. In an earlier communication dated June 25, 2024, Rev. Jennings communicated a list of accommodations necessary for him to do his work. The list

includes accommodations for most of the core functions expected of a pastor.

Purpose

Therefore, the Commission on Ministry recommends to the Presbytery of Lake Michigan that an Administrative Commission of three to five members be appointed by the Moderator of the Presbytery, in consultation with the Executive Presbyter/Stated Clerk and the Commission on Ministry Moderator, for the following purpose:

- 1) To inquire further into the financial practices of FPC-Richland and to support the session in correcting disordered practices, including:
 - a. Appropriate signatories on church accounts
 - b. Monies donated to the pastor over and above amounts specified in terms of call to ensure appropriate reporting to the Internal Revenue Service.
 - c. Support the new treasurer by providing training as to best financial practices.
- 2) To inquire into the composition of the session to ensure that it is representative of the congregation as required by the Book of Order and support the session in correcting disorder if any exists.
- 3) To inquire into Mx. O'Sullivan's participation in the life of the congregation and decision-making processes and to ensure the session and congregation understand what are appropriate interactions and participation.
- 4) Inquire into disabilities described by Rev. Jennings in his letter, and his request for accommodations to determine if he can perform the core functions of a pastoral call.
- 5) To report to the presbytery other areas of disorder that may be discovered as the administration commission inquires into the areas of disorder listed in items 1-4, and to work with the session to correct additional areas of disorder if discovered.

Scope of Authorities

- 1) This Administrative Commission has the full authority of the Presbytery of Lake Michigan, except where limited by provisions of the PC(USA) Book of Order, as regards the correction of the reported disorder listed in items 1-5 under Purpose.
- 2) In working with the session to correct the reported disorder, if it is determined that the Session of the First Presbyterian Church of Richland, MI, is unable or unwilling to correct disorder that exists in a timely manner or to manage wisely its affairs, the Administrative Commission of the Presbytery of Lake Michigan has the authority to assume original jurisdiction with full powers of the Session, in which case the Session of the FPC- Richland will cease to act until such time as the Presbytery shall otherwise direct. (G-3.0303e).
- 3) The First Presbyterian Church of Richland, MI will be responsible for fees incurred should a consultant be required to help resolve any areas of disorder.

Presbytery Authorities Granted by the PCUSA Constitution in the Book of Order

G-3.0109b – Administrative Commissions are designated to consider and conclude matters not involving ecclesiastical judicial process, except that in the discharge of their assigned responsibility they may discover and report to the designating council matters that may require judicial action by the council.

- (5) by presbyteries visiting particular congregations over which they have immediate jurisdiction reported to be affected with disorder, and inquiring into and settling difficulties therein, except that no commission of presbytery shall be empowered to dissolve a pastoral relationship without the specific authorization by the designating body. (G-3.0901)

G-3.0303 Relations with Sessions

Presbytery, being composed of the ministers of the Word and Sacrament and commissioner elected by the session of congregations within its district, has a particular responsibility to coordinate, guide, encourage, support, and resource the work of its congregations for the most effective witness to the broader community. In order to accomplish this responsibility, the presbytery has authority to:

- d. counsel with a session concerning reported difficulties within a congregation, including:
 - (1.) advising the session as to appropriate actions to be taken to resolve the reported difficulties,
 - (2.) offering to help as a mediator, and
 - (3.) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Church Discipline;
- e. assume original jurisdiction in any situation in which it determines that a session cannot exercise its authority. After a thorough investigation, and after full opportunity to be heard has been accorded to the session, the presbytery may conclude that the session of a congregation is unable or unwilling to manage wisely its affairs, and may appoint an administrative commission with the full power of session. This commission shall assume original jurisdiction of the existing session, if any, which shall cease to act until such time as the presbytery shall otherwise direct.

After a time of discussion, the Presbytery **overwhelmingly approved** the recommendation as presented.

REPORT OF THE EXECUTIVE PRESBYTER/STATED CLERK

Rev. Fran Lane-Lawrence listed grants available to congregations to support mission and ministry within their congregations and shared about educational opportunities for ruling elders that were upcoming.

ADJOURNMENT AND EXTINGUISHING OF THE CANDLE

Rev. Gail Monsma adjourned the meeting at 1:20 p.m. and closed the meeting with prayer. The Christ candle was extinguished as the presbytery carried the light of Christ into the world.

**The next Presbytery meeting is scheduled for Tuesday, December 5, 2024
at First Presbyterian Church
508 Franklin Avenue
Grand Haven, MI 49417
616-842-6760**

As I “Retire”

Rev. Laurie L. Hartzell, 2024

“My grace is sufficient for you, for power is made perfect in weakness.” 2 Cor. 12:9

“I want to serve Jesus’s dinner when I grow up.” Seven years old, I said these words to my mom after a service in our Lutheran Church. With a gentle hug, she informed me, “Girls can’t do that.” Thus began a lifetime of discerning what I, as a female, could do to serve Jesus and the people Jesus loves.

After teen experiences with Campus Crusade, undergraduate studies at Calvin College, a mission stint in Appalachia, and some time in Cincinnati, I moved with my first husband to the West End of Atlanta for his seminary work at Johnson C. Smith Seminary. Our apartment butted up against two Historic Black Colleges – Morehouse and Spelman. The mother of Civil Rights leader Julian Bond was our landlady and lived directly below us. This immersion into Black culture began a lifelong journey of facing my inbred racism and also learning joy and faith from and with the Black Church tradition and the Black community. I taught middle school math in a small urban Catholic school in Atlanta. A rhythm of contemplation and activism animated the Sisters of St. Joseph, who led the school. This rhythm has been integral in my life and ministry ever since.

Decades of work in urban and multi-cultural contexts followed my rich years in Atlanta. Life and ministry in Macon, Georgia and Philadelphia were part of this journey. While my first husband pastored churches, I led Christian education efforts and community partnerships. I was always involved with and learned alongside the moms of children in the communities we served. We adopted our son and daughter in Macon and Philadelphia, respectively. I had jobs as a public school counselor and as Program Assistant for Christian Education for the Presbytery of Philadelphia during this period.

My relationship with the First Presbyterian Church of Benton Harbor began in 1995. Benton Harbor First is the church “love of my life.” While serving as a school counselor for Bridgman Public Schools, I immersed myself in the ministry of this faithful congregation. Benton Harbor First walked with my children and me through divorce, some years of single parenthood and my marriage to Ted Hartzell in 2001. The church and Ted, along with Rev. Doug Petersen and Dr. Leanne VanDyke, encouraged me to live into my lifelong call to “serve Jesus’s dinner” as I embarked on the Distance Learning MDiv program at Western Seminary in 2006.

I graduated in 2010 and was called to serve the church and community I knew and loved intimately – First Presbyterian in Benton Harbor – as Designated Pastor. The Presbytery installed me in 2012. From December of 2019 through November of 2021, I served the Westminster Grand Rapids congregation in two interim capacities (Transitional Pastor/Interim

Executive Pastor and Interim Pastor for Youth and Mission). From December 2021 through July 2023, I served the First Presbyterian Church of Muskegon as Interim Pastor. Helping Eastminster Grand Rapids journey to closure was my call from April 2023 through June 2024. I currently serve as a PRN chaplain for Gentiva Hospice, serving in Kent, Ottawa and Muskegon counties.

I have had the privilege of serving the Presbytery of Lake Michigan as a layperson and teaching elder on the Outreach Ministry Team, Mediation Team, Leadership Team, Ghana Mission Network Team, on various Administrative Commissions and on the Commission on Ministry. I served as a Teaching Elder commissioner to the 2014 and 2018 General Assemblies. Being part of this Presbytery since 1995, I am deeply grateful for so many friends, mentors and colleagues.

I hold a BA in Music and Elementary Education from Calvin University, an MEd in School Counseling from Georgia State University, a certificate in Spiritual Guidance from the Shalem Institute, an MDiv from Western Seminary, a certificate in Executive Leadership from McCormick Seminary and am working on a D Min in Creative Writing and Public Theology at Pittsburgh Seminary. However, my greatest education has come from learning faith *together* with so many of God's people from all walks of life. Much of this wisdom has come from the margins of our world. Words can't hold my gratitude.

I'm especially grateful for my husband, Ted, who, always getting into "good trouble," offers constant support, belief in me, sharp humor, and love, and for my children, Nathaniel and Gabrielle (and her spouse, my other son, Ira). My stepson, Eric, is another gift. And Harpo, our cat, keeps me laughing.

Thank you, Presbytery of Lake Michigan.



Left: With some folk on my last Sunday as Pastor at BH First; Middle: On a mission trip to Chicago with some Westminster GR and BH First youth; Right: My family