

APPROVED
Minutes of the Leadership Team
Presbytery of Lake Michigan
1511 Helen Avenue, Portage, MI 49002
December 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/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), Annamarie Groenenboom (Assoc. Clerk), Cal Bremer (Asst. to Exec)

Absent: Katie Hurnwell (TE/CST)

Call to Order

Elder Paul Karsten, Moderator, called the meeting to order at 12:40 p.m. and opened the meeting with 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 item:

- A. **To approve** the Leadership Team Meeting Minutes of November 7, 2024.

Unfinished Business:

- A. Updates - Administrative Commissions (AC)

First Presbyterian Church of Marshall, MI:

Members of the AC are meeting with the session and congregation focusing on polity training and the mission study. A financial review is nearing completion, Elder Beth Dyer has assisted the AC members in this work. The AC has a meeting with the Marshall Session scheduled for January 5, 2025.

First Presbyterian Churches of Paw Paw, MI and Decatur, MI:

The AC continues to do its work and is interacting with the sessions and the pastor.

First Presbyterian Church of Richland, MI:

Elder Stuart Deming (Kalamazoo First), Rev. David Milbourn (HR), and Rev. Dan Anderson (Spring Lake) continue their work. The AC plans to meet with the Richland Session on December 11. Rev. Dr. Seth Weeldreyer will serve as the moderator for this meeting. Rev. Mark Jennings (Retired) has concluded his ministry at Richland as of December 1, 2024. Rev. Kristin Stroble (East Lansing Eastminster) continues to assist with COM-related issues.

Fairplain Presbyterian Church, Benton Harbor, MI:

Rev. Linda Male (HR), Rev. Helen Havlik (HR), and Elder Marlene Smith (Fairplain) continue their work. The congregation voted, with no dissenting votes, on November 17, 2024, to request the Presbytery to dissolve the congregation.

A congregational meeting has been called for Sunday, December 22, 2024, to approve appropriate and necessary recommendations related to the dissolution. These recommendations were reported in the consent agenda at the December 3, 2024, Stated Meeting. The congregation's final worship will be on December 29, 2024.

The AC and session continue their work to conclude Fairplain's financial and contractual obligations. An appraisal of the building was authorized to be done by John A. Meyer, whose firm has performed this task for other presbytery-related buildings. Ron Lemmon/Patriot Realty has been contracted to list the building. The listing will be publicized after clarification regarding zoning and other matters.

New Business:

A. Resignation

Rev. Chrissy Westbury offered thanks and gratitude for the opportunity to serve the Presbytery of Lake Michigan. She expressed her call to return to full-time parish ministry. **A motion prevailed** to receive the resignation of Rev. Chrissy Westbury with regret and deep gratitude for her faithful service.

B. Position Description

The members of the Leadership Team reviewed updated and new position descriptions for Presbytery staff members. Rev. Annamarie Groenenboom will begin working full-time on January 1, 2025. Rev. Kristin Stroble will begin work as COM Staff Support on January 1, 2025.

C. Covenant Agreements/Memos of Understanding

After review of signed MemoS of Agreement Covenant Agreements, **a motion prevailed** to approve the following Memos of Understandings and Covenant Agreements:

- Rev. Annamarie Groenenboom, Associate Clerk (including \$48,000 for Housing Allowance)
- Rev. Cal Bremer, Assistant to the Executive Presbyter
- Rev. Kristin Stroble, COM Staff Support
- Mx. Emily Franson, Communications and Technology Manager
- Elder Kirk Truesdell, Treasurer
- Mx. Kevin Mejur, Bookkeeper

D. PLM Anti-Harassment Policy

Members of the Leadership Team were encouraged to review a draft of the new Anti-Harassment Policy.

E. PLM Personnel Manual - Review and Recommended Updates

Rev. Fran Lane-Lawrence reviewed the PLM Personnel Manual and presented recommended updates that are consistent with changes in the PCUSA Constitution found in the Book of Order. **A motion prevailed** to adopt the recommended updates to the PLM Personnel Manual.

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

The members of the Leadership Team reflected on the remote Stated Meeting on December 3, 2024. They offered thanks to Grand Haven First for their work and hospitality in preparing for the meeting. Members of the Leadership Team also expressed appreciation to presbytery staff members who transitioned the meeting to Zoom. Many of the commissioners who attended the meeting expressed gratitude for the meeting being moved to Zoom.

Adjournment and Closing Prayer

Members of the Leadership Team expressed gratitude for the service of Elder Paul Karsten, Elder Cindy Green, and Rev. Chrissy Westbury. Elder Karsten invited Elder Green to lead a time of prayer and devotions. The meeting was adjourned at 1:27pm.

Next meeting: February 6, 2025, at 12:30 p.m. via Zoom

Devotion: Gail Monsma