

**Presbytery of Lake Michigan
Commission on Ministry
Administrative Commission
North Westminster Presbyterian Church
July 7, 2026**

The Eastern Region requests that the Commission on Ministry appoint an Administrative Commission of three to five people at their plenary meeting on July 15, 2026, for the following purpose:

Rationale: The primary goal of the administrative commission will be to inquire into and settle disorder reported by the interim pastor, members of session, and observed by members of the Commission on Ministry and staff of the presbytery (G-3.0109b (5)). The reported disorder relates to 1) financial instability that leaves in question the continued viability of the congregation past the end of 2026 without presbytery intervention involving the possible sale of the church property and identification of a location in which to worship 2) the inability of session to manage the congregation's ongoing relationship with Advent House and to successfully put in place a lease agreement; 3) the session's inability to manage and track repayment of past financial embezzlement; 4) financial records that are in such disarray that it is impossible to determine financial holdings of the congregation and to assure the security of bank accounts and financial records. Presbytery Staff and the Commission on Ministry (COM) has been working with the session for several months during which time the depth and breadth of the disorder has become evident.

The Presbytery cares deeply for its congregations and has the responsibility of making sure that congregations are healthy and in good order. COM members are concerned that leaving disorder unresolved will compromise the health of the congregation and its members. There is an urgency to address the reported and observed disorder so finances can be secured and congregational vitality stabilized. Our hope is that the support of an Administrative Commission will facilitate a swift and thorough resolution to these concerns about disorder.

Presbytery Authorities

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-2.0901)

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;

Presbytery of Lake Michigan Manual of Operation, Chapter 1-C Specific Procedures

B. In 2007, the Presbytery of Lake Michigan delegated to the Committee on Ministry those time-sensitive actions related to the processing of calls and temporary pulpit contracts, receiving and transferring members, and for appointing commissions to install and ordain *or to intervene with individual sessions or situations*. All delegated actions shall be fully reported to the presbytery at its next stated meeting. The Presbytery of Lake Michigan retained the authority to grant the status of Retired or Emeritus to its teaching elder members.

Purpose

Therefore, the Eastern Region recommends to the Commission on Ministry that an Administrative Commission of three to five members be appointed for the following purpose:

1. To work with the session, utilizing other entities within the presbytery and other outside resources that might be necessary, to locate, reconcile, categorize, or reconstruct financial records to determine the congregation's true financial standing.
2. To secure bank accounts and financial records.
3. To work with the session to determine if sale of the church property is the next step in the fulfillment of its mission and ministry and to identify a location for worship.
4. To work with the session to successfully create a lease agreement for use with Advent House.
5. To inquire and take appropriate steps to assure repayment of monies previously embezzled consistent with agreement signed by embezzler.
3. To support the interim pastor during the pastoral transition.
4. To support the congregation in clarifying their expectations of their next pastor and the most important skills to seek in a candidate.
5. To address other disorder that may be discovered while investigating reported and observed disorder.

Scope of Authorities

1. This Administrative Commission has the full authority of the Commission on Ministry to address the reported disorder, and will work with Presbytery staff, the Presbytery Trustees, and other Presbytery entities and consultants as necessary and determined by the AC.

2. The Administrative Commission, at the request of the Commission on Ministry, will conduct a thorough investigation giving the session and congregation a full opportunity to be heard.
3. The Commission on Ministry or Administrative Commission will recommend to the Presbytery of Lake Michigan at the stated meeting on September 8, 2026, that the Administrative Commission be granted original jurisdiction with full powers of the Session, in which case the Session of North Westminster will cease to act until such time as the Presbytery shall otherwise direct. (G-3.0303e).