

The 13th Stated Meeting of The Presbytery of the Highlands of New Jersey

September 9th, 2023

*(to be approved at the 14th Stated Meeting of
The Presbytery of the Highlands of New Jersey)*

The Body of Christ, A Call to Gather

The Presbytery of the Highlands of New Jersey of the Presbyterian Church (USA) held its 13th Stated Meeting on September 9th, 2023, on the ZOOM platform and at the Pluckemin Presbyterian Church.

The Moderator, Rev. Tom Brown (Chatham Township), called the meeting to order at 10 AM and led the opening prayer.

Introduction to Hybrid Meeting – *Rev. Tom Brown, Moderator*

FORMATION OF THE ROLL

The roll was formed as Commissioners signed the registration forms. Resource Staff/Stated Clerk, Rev. Dr. Steve H. Shussett, certified that a quorum was present.

REPORT OF THE ATTENDANCE CLERK

<u>Congregation</u>	<u>Teaching Elder</u>	<u>Ruling Elder</u>	
Allamuchy, Panther Valley	Vacant	V	A
Alpha	Rev. Scott DeCaro	P	A
Andover	Vacant		A
Basking Ridge (3)	Rev. Dennis Jones	A	Roger Greenway
	Rev. Dr. Maureen Paterson	P	Beth Cleary
			Jon Klippel
Bedminster, Lamington (2)	Rev. Caroline Jinkins	P	Fred Paine
			Valerie Fraser
Belvidere	Rev. Dr. Pamela Szurek	E	A
Blairstown	Rev. David Harvey	P	Mark Nelke
Boonton	Vacant	V	Meg Meyer
Bound Brook (3)	Rev. Linda Owens	P	Ellen Billard
			Linda Casale
			Jamie Breeding
Branchville (2)	Vacant	V	Susan Parsons
Califon, Fairmount	Vacant	V	Sherry Cameron
Califon, Lower Valley	Rev. Chad Rodgers	P	A
Cedar Knolls, Hildale Park	Rev. Ross Lang	P	A
Chatham Township (2)	Rev. Dr. Ellen Clemot	P	Deke Karzon
	Rev. Thomas Brown	P	Gage Johnson
Chatham, Ogden Memorial	Rev. Kathi Heath	P	Joseph Tivade
Chester	Rev. Christopher Scrivens	A	Jeanne Perry
Clinton	Rev. Tracey Henry	P	A
Delaware	Vacant	V	A
Delaware, 1st Oxford	Vacant	V	A

Denville, Union Hill	Rev. Timothy Clarkson	P		A
Dover, First Memorial	Rev. Alan Schaefer (HR)	E		A
East Hanover	Vacant	V		A
East Hanover, Kitchell	Rev. Hannah Allred	A		A
Flanders (2)	Rev. Cliff Acklam	P	Suzanne Preston	P
Flemington (3)	Rev. Amy Lincoln	E	Ed Harris Bill Thomson	P P A
Florham Park, Calvary	Rev. Ronald de Groot	A		A
Franklin	Rev. Julie Raffety	P		A
Frenchtown	Rev. Merideth Mueller-Bolton	E	Kathy Skerbenz	P
Gillette, Meyersville	Rev. Stefanie Muntzel	P		A
Hackettstown (2)	Rev. Erin Hayes-Cook	P	Bruce Berman	P
Hampton, Musconetcong Valley	Stephanie Farley, CRE	P		A
Lambertville	Vacant	V		A
Lambertville, 2nd English	Rev. H. Bradford Morgan	P		A
Long Valley	Rev. Ryan Irmer	A		A
Long Valley, Highlands	Rev. Robin Burton Palmer	P	Ruth Babula	P
Madison (2)	Rev. Jacquelyn Van Vliet	P	Becky Moody	P
Mendham (2)	Rev. Scot McCachren	E	Per Ralamb	P A
Milford	Rev. Dr. Linda Erkert-Bullock	A		A
Milford, Alexandria	Rev. Nicholas Hatch	P		A
Milford, Holland Bible	Rev. Geoff Stanley	A		A
Mine Hill	Rev. Carie Morgan	E	Jane Smith	P
Morris Plains (2)	Rev. Donald Brown	E	Susan Vigilante Alec Jain	P P
Morristown (3)	Rev. Daniel Vigilante Rev. Audrey Webber	P P	Linda Schober Craig Barth	P P A
New Vernon	Rev. William Stone	A		A
Newton (2)	Rev. Heather Morrison Yaden	P		A
Newton, Yellow Frame	Rev. Michael Nelms	A		A
Oak Ridge	Rev. Dr. Christopher Doyle	A	Dave McDonald	P
Ogdensburg	Rev. Alden Johnson	A		A
Parsippany	Rev. Donald Bragg	A		A
Phillipsburg, Harmony	Rev. Scott Bohr	A		A
Phillipsburg, Pilgrim (2)	Rev. Richard Gelson	P	Charles Lunn	P
Pittstown, Bethlehem	Rev. Linda Gaden	E	Jane Weiss	P
Pluckemin	Rev. Ian Rankine	P	Sue Quimby	P
Port Murray, Rockport	Rev. Robert "Bronc" Radak	P		A
Ringoes, 1st Amwell	Vacant	V		A
Ringoes, Kirkpatrick	Vacant	V		A

Ringwood (2)	Rev. Fred Milligan	P		A A
Rockaway (2)	Rev. Ryon Herin	P	Rich Basile Kathy Siegrist	P P
Somerset	Rev. Nancy Nalepa-Skibo	A	Tom Hauck	P
Sparta	Rev. Dr. Patrick Sileo	A		A
Stanhope	Rev. Peter Magnan	P	Carol Barry	P
Stewartsville	Rev. Stephen Choi	P	Denise DeMasi	P
Stewartsville, Old Greenwich (2)	Rev. Mary Beth Mardis-Lecroy	E	Lisa Kolterjahn Jennifer Miller	P P
Stirling	Rev. Stefanie Muntzel	P		A
Stockton	Rev. David Snyder	P		A
Succasunna	Rev. Carie Morgan	E		A
Sussex	Rev. Katherine Scott-Kirschner	P	Jenn Kovach	P
Taiwanese/American	Rev. Chia Chun (Annie Kakun Tsai)	A		A
Titusville	Vacant	V		A
Wantage, Beemerville	Rev. Barry Young	A		A
Warren, Trinity United	Rev. Amy Sandlin	P		A
Washington (2)	Rev. James Scovell	P		A
West Milford	Rev. Dr. Christopher Doyle	A		A
Wharton	Rev. Sarah Green	A		A
Wharton, Berkshire Valley	Rev. Dr. Kenneth Ngwa	P		A
Wharton, Hungarian	Vacant	V	Stephen Lance	P
Whippany	Rev. Sarah Cairatti	A		A

Teaching Elders Engaged in a Validated Ministry

Rev. Mike Atzert (<i>Chaplain</i>)	A
Rev. Joanne Miller	E
Rev. Robin Miller Curras (<i>serving church out of bounds</i>)	A
Rev. Christine Davies	P
Rev. Jennifer Hrynyk	A
Rev. John C. Kile	A
Rev. Jeanne Radak (<i>Presbytery Leader – Highlands Presbytery</i>)	P
Rev. Beth Scibienski (<i>Serving RCA church</i>)	E
Rev. Salvatore Seirmarco (<i>Chaplain – United Methodist Communities</i>)	A
Rev. Dr. Steven Shussett, Stated Clerk (<i>Highlands Presbytery</i>)	P
Rev. Christopher Small (<i>Chaplain – Hunterdon Healthcare Systems</i>)	A
Rev. Angella Son (<i>Professor – Drew University</i>)	P
Rev. Caroline Unzaga	A

Members at Large

Rev. Leslie Dobbs-Allsopp	P
Rev. M. Elizabeth Blythe	E
Rev. Justin Choi	A
Rev. Courtney Cromie	A
Rev. Dan Dorrow	A
Rev. Jin Hee Han	E

Rev. Donna McDaid	P
Rev. Hayley O'Connor	A
Rev. Gail Pendleton	A

Retired

Rev. Peter Amerman	E
Rev. Jeff Archer	E
Rev. Nancy Asbury	E
Rev. Barbara Aspinall	P
Rev. Charles Baier	E
Rev. Joicy Becker-Richards	E
Rev. Robert Beringer	E
Rev. Frederick Black	E
Rev. George Blank	E
Rev. Sally Campbell	E
Rev. Robert Colman	E
Rev. Cynthia Crowner	E
Rev. William Culton	E
Rev. James D'Angelo	E
Rev. William Davis	E
Rev. Judith Dean	E
Rev. Richard Dole	E
Rev. Birda Ferguson	E
Rev. Guy Ferguson	E
Rev. Dr. Janet Fishburn	E
Rev. Benhardt Fraumann	E
Rev. Mervin Fry	E
Rev. Peter Gregory	E
Rev. Dr. Elizabeth Hall	E
Rev. Dr. Edward Halldorson	E
Rev. David Hengerer	E
Rev. Dr. Jefferson Hatch	P
Rev. Kathryn Henry	E
Rev. Jean Holmes	E
Rev. Herbert Huffmon	E
Rev. Harold Johnson	E
Rev. Eugenia Johnston	E
Rev. Philip Jones	E
Rev. Steven Kengeter	E
Rev. Heup Young Kim	E
Rev. Dr. David Lawrence	E
Rev. Winter Lantz	E
Rev. Unzu Lee	E
Rev. Tony MacNaughton	P
Rev. James Morris	E
Rev. Elizabeth Morrison	E
Rev. Szabolcs Nagy	E
Rev. Chet Penza	E
Rev. Barbara Peters	E
Rev. John Potter	P

Rev. Donald Prytherch	E
Rev. Bronc Radak (<i>serving Rockport</i>)	P
Rev. Jack Roan	E
Rev. Stephen Ross	E
Rev. Lorrie Rowland-Skinner	E
Rev. Diane Ruffle	E
Rev. Alan Schaefer (<i>serving Dover</i>)	E
Rev. Bruce Schundler	E
Rev. Donald Scott	E
Rev. Sherman Skinner	E
Rev. Sarah Taylor	E
Rev. Charles Thompson	E
Rev. Alfred Tisdale	E
Rev. John Verser	E
Rev. Deirdre Greenwood White	E
Rev. David Young	E
Rev. Dr. Nancy Young	E

Ruling Elders by Virtue of Office

Alan Ford, Bethlehem Presbyterian Church, Pittstown, Past Moderator	P
Joe Martinoni, First Presbyterian Church of Rockaway, Past Moderator	P
Mel Prestamo, Long Valley Presbyterian Church, Past Moderator	P
Paula Benson, Highlands Presbyterian Church, Long Valley, Past Moderator	P
Sue Cail, Community Presbyterian Church of Ringwood, Member of ACT	P
Wendy Doidge, Presbyterian Church in Morristown, Past Moderator	P
Pete Peterson, Clinton Presbyterian Church, Co Moderator of ACT	P
Donna Rahmann, Fairmount Presbyterian Church, Co-Moderator of CPM	P
Lisa Gray, Old Greenwich Presbyterian Church, Stewartsville, Past Moderator	P

Others in Attendance

Sonja Gaertner, (Office Manager & Attendance Clerk) <i>Highlands Presbytery</i>	P
Lizabeth Hutchinson (Financial Administrator) <i>Highlands Presbytery</i>	P
Christine Whitman, Lamington Presbyterian Church, Bedminster	P
Bob Wittpenn, Lamington Presbyterian Church, Bedminster	P
Betty Darcy, Presbyterian Church in Morristown	P

Total in Attendance – 101

~ Sonja Gaertner, Attendance Clerk – The Presbytery of the Highlands of New Jersey

WORDS OF GREETING

Rev. Ian Rankine, Pluckemin Presbyterian Church

INTRODUCTION OF NEW RULING ELDER COMMISSIONERS

Jane Weiss, Bethlehem Presbyterian Church
Bruce Bergman, First Presbyterian Church of Hackettstown
Gage Johnson, Presbyterian Church of Chatham Township
Bill Thompson, Flemington Presbyterian Church
Lois Bonder, Alexandria First Presbyterian Church, Milford
Deke Karzon, Presbyterian Church of Chatham Township
Joseph Tivade, Ogden Memorial Presbyterian Church, Chatham

REPORT OF THE COMMITTEE ON MINISTRY

Rev. Jacqui Van Vliet, Co-Moderator of the Committee on Ministry,
Made the following introductions:

Rev. Dr. Kenneth Ngwa, Interim Pastor First Presbyterian Church
of Berkshire Valley

Rev. David Snyder, Covenant Supply Pastor First Presbyterian Church
of Stockton

Rev. Stefanie Muntzel, Interim Pastor, Meyersville Presbyterian
Church, Gillette & First Presbyterian Church, Stirling

CORRESPONDING MEMBERS AND GUESTS

The Stated Clerk reported that there were no corresponding members or guests in attendance.

ADOPTION OF AGENDA

The agenda was adopted by unanimous consent.

CONSENT AGENDA & STATED CLERK'S REPORT

SC-1

Approve the minutes of the Presbytery meeting held May 9, 2023.

SC-2

Approve excuses for the Presbytery meeting of September 9, 2023

SC-3

Receive the report of the 2022 Session Minutes Review – Part 1.

SC-4

Receive the report of the Administration and Coordinating Team

SC-5

Receive the report of the Committee on Ministry.

SC-6

Receive the report of the Committee on Preparation for Ministry.

SC-7

Receive the report of the Nominating Committee.

SC-8

Receive the report of the Church Development Team.

SC-9

Receive the report of the Property and Insurance Team.

SC-10

Receive the report of the Young Leader Formation Team.

SC-11

Receive the report of the Administrative Commission for the Oxford Second Presbyterian
Church.

SC-12

The minutes of the Presbytery of the Highlands of New Jersey were reviewed and found to
be without exception on May 30, 2023.

SC-13

The Presbytery is reminded that the Manual of Operations for the Presbytery of the Highlands of New Jersey is available on the website. It includes:

1. The Presbytery Bylaws, including:
 - Child and Youth Protection Policy (March 16, 2021)
 - Sexual Misconduct Policy —(March 16, 2021)
 - Electronic Meeting Policy (March 16, 2021)*
 - Personnel Policy and Practices
2. Committee and Team Descriptions
3. Ethical Standards for Ministers
4. Committee on Ministry Policies and Terms of Call, including:
 - Family Leave Policy (May 11, 2021)
 - Background Check Application
 - Criminal Background Check
 - Ethical Standards for Ordained Officers
 - Commissioned Ruling Elder Policy*
5. Property and Insurance Policies and Resources
6. Committee on Preparation for Ministry Handbook and Policies*
7. Presbytery Staff and Volunteer Position Descriptions
8. Financial Management Policies and Guidelines

**in process, to reflect new constitutional requirements*

ACT-1

Approve the 2024 Presbytery Meeting Dates:

- Saturday, January 27, 2024 - 10am, via Zoom
- Tuesday, March 12, 2024 - 7pm, via Zoom
- May 2024 – TBD
- Tuesday, September 10, 2024 - 7pm, Hybrid, Site TBD
- Tuesday, November 12, 2024 - 7pm, via Zoom

BLAIR-1

Approve the Blair Academy Bylaws.

By unanimous consent, the Consent Agenda was approved.

WORSHIP - Claiming our Gifts

Worship was led by Rev. Brad Morgan (Second English, Lambertville), Rev. Tom Brown, Ruling Elder Sue Cail (Ringwood), with music provided by Karl Geiger (Pluckemin).

REPORT OF THE PROPERTY & INSURANCE TEAM

Rev Julie Raffety presented a proposal from Lamington Presbyterian Church, Farmland.

Recommendation:

The Committee made the motion to allow Lamington Presbyterian Church located in Bedminster, NJ to participate in the Farmland Preservation Program in Somerset County to transfer the development rights of 17 acres of their farmland across the street to be used for agricultural purposes alone, pending congregational approval.

With this Presbytery approval, the County will formulate an offer price, based on two independent appraisals and the County's internal valuation metrics. A congregational vote

must be taken to approve or not approve participation in the Farmland Preservation Program, as well as determine the price to be paid in exchange for the development rights.

Background:

The Lamington Presbyterian Church was given money to purchase 17 acres across the street from their sanctuary in the late 1990s to preserve the bucolic view. The State of New Jersey has a Farmland Preservation Program that will pay for the development rights of the land to the owner, so that the owner maintains the land for agricultural purposes only. Lamington Presbyterian Church would like to pursue this avenue with their land to ensure the countryside and open space are preserved (as was the intent of the donors), to obtain County help toward grants for land improvement, to assure that if the congregation had to sell it to another owner in the future the land would remain agricultural, and to add to their endowment and provide coverage for increasing property costs of their cemetery, other land, schoolhouse, sanctuary/office building, and the manse.

It is important to note that this is not a sale of property. It is strictly a sale of development rights. Lamington Presbyterian Church retains ownership but would only be able to continue to use the land for agricultural purposes. Currently it is being farmed, but not for profit.

MOTION APPROVED

NOMINATING COMMITTEE – Barbara Aspinall, HR
Election of Moderator and Vice Moderator

Slate:

2024 Moderator – Elder Sue Cail, Community Presbyterian Church of Ringwood

2024 Vice Moderator – Rev Chad Rodgers, Lower Valley Presbyterian Church

With no nominations from the floor **THE SLATE WAS APPROVED**

INTRODUCTION OF THE GENERAL ASSEMBLY NOMINATION PROCESS –

Barbara Aspinall

Nominations for the 226th General Assembly taking place from June 25th through July 4, 2024 are being accepted through mid-October. A nomination application was provided.

ADMINISTRATION AND COORDINATING TEAM

Co-Moderator Pete Peterson, Ruling Elder Clinton Presbyterian, reviewed the 1st Reading of 2024 Budget. The budget will be presented for Presbytery vote in November.

MOTION: Approve 2024 Per Capita remain at the current rate of \$42.50.

MOTION APPROVED

INVITATION TO HYBRID ANNOUNCEMENTS

DISCERNMENT TEAM

Rev. Linda Owens led the Presbytery in a process meant to contribute to the work of the Discernment Team. The meeting was broken out into breakout and in-person groups to answer Storytelling questions. The results will be published at a later date.

HYBRID ANNOUNCEMENTS

Kitchell Memorial Presbyterian Church is celebrating 125 years of faithful worship and service to God tomorrow, Sunday, September 10th, with a special worship service at 10 am

and free lunch, ice cream, face painting, and lots more fun to follow from 12-3pm. **RAIN OR SHINE**. Former Kitchell pastors, Harold Johnson, Bob Umidi, Dill Dysard will be leading in worship. It is sure to be a joyous occasion with goodies and fun for all ages.

The Presbyterians for Earth Care hybrid conference is coming in two weeks!
<https://presbyearthcare.org/2023-conference/>

The March to End Fossil Fuels takes place on September 17th <https://www.endfossilfuels.us/>

NEW BUSINESS

There was no new business.

ADJOURNMENT

Moderator Brown closed the meeting after prayer at 12pm.

Attested: _____
Steven H. Shussett Stated Clerk

REPORTS:

2022 Session Minutes Review – Part 1.

Report of the Administration and Coordinating Team

2022 Independent Accountant's Review Report

Report of the Committee on Ministry.

Report of the Committee on Preparation for Ministry.

Report of the Nominating Committee.

Report of the Church Development Team.

Report of the Property and Insurance Team.

Report of the Young Leader Formation Team.

Report of the Administrative Commission for the Oxford Second Presbyterian Church

Report of the Administrative Commission to Install Rev. Clifford R. Acklam as Pastor of United Presbyterian Church, Flanders

Presbytery of the Highlands
Stated Meeting
Review of the 2022 Session Minutes Report – Part 1
September 9, 2023

Minutes approved without exceptions:

Andover, Andover Presbyterian Church
Blairstown, First Presbyterian Church of Blairstown
Branchville, First Presbyterian Church of Branchville
Cedar Knolls, Hildale Park Presbyterian Church
Chatham, Presbyterian Church of Chatham Township
Chatham, Ogden Memorial Presbyterian Church
East Hanover, First Church of Hanover
Flanders, United Presbyterian Church, Flanders
Franklin, First Presbyterian Church of Franklin
Long Valley, Long Valley Presbyterian Church
Long Valley, Highlands Presbyterian Church
Mine Hill, Mine Hill Presbyterian Church
Morristown, Presbyterian Church in Morristown
Pittstown, Bethlehem Presbyterian Church
Somerset, Somerset Presbyterian Church
Sussex, First Presbyterian Church of Sussex
Wharton, First Presbyterian Church of Berkshire Valley

Minutes approved with exceptions:

Allamuchy, Panther Valley Ecumenical Church
Basking Ridge, Basking Ridge Presbyterian Church
Bedminster, Lamington Presbyterian Church
Boonton, First Presbyterian Church of Boonton
Bound Brook, Bound Brook Presbyterian Church
Califon, Fairmount Presbyterian Church
Chester, Community Presbyterian Church
Delaware, Delaware Presbyterian Church
Delaware, First Presbyterian Church of Oxford at Hazen
Denville, Union Hill Presbyterian Church
Dover, First Memorial Presbyterian Church
East Hanover, Kitchell Memorial Presbyterian Church
Flemington, Flemington Presbyterian Church
Florham Park, Calvary Presbyterian Church
Frenchtown, Frenchtown Presbyterian Church
Hackettstown, First Presbyterian Church of Hackettstown
Hampton, Musconetcong Valley Presbyterian Church
Hillsborough, Taiwanese American Fellowship Presbyterian Church
Lambertville, First Presbyterian Church of Lambertville
Lambertville, Second English Presbyterian Church
Mendham, First Presbyterian Church of Mendham
Milford, Alexandria First Presbyterian Church
Morris Plains, Presbyterian Church of Morris Plains
New Vernon, First Presbyterian Church of New Vernon
Newton, Yellow Frame Presbyterian Church
Oak Ridge, Oak Ridge Presbyterian Church

Ogdensburg, First Presbyterian Church of Ogdensburg
Parsippany, Parsippany Presbyterian Church
Phillipsburg, Presbyterian Church in Harmony
Phillipsburg, Pilgrim Presbyterian Church
Phillipsburg, Westminster Presbyterian Church
Port Murray, Rockport Presbyterian Church
Ringo, United First Presbyterian Church of Amwell
Rockaway, First Presbyterian Church of Rockaway
Stanhope, First Presbyterian Church of Stanhope
Stewartsville, Stewartsville Presbyterian Church
Stirling, First Presbyterian Church, Stirling
Stockton, First Presbyterian Church of Stockton
Succasunna, First Presbyterian Church of Succasunna
Washington, First Presbyterian Church of Washington
West Milford, West Milford Presbyterian Church
Wharton, Hungarian Presbyterian Church of Wharton

Minutes in process:

Clinton, Clinton Presbyterian Church
Madison, Presbyterian Church of Madison
Ringo, Kirkpatrick Memorial Presbyterian Church
Stewartsville, Old Greenwich Presbyterian Church
Wantage, Beemerville Presbyterian Church
Warren, Trinity United Church
Whippany, First Presbyterian Church of Whippany

Minutes not yet received:

Alpha, United Presbyterian Church of Alpha
Belvidere, United Presbyterian Church in Belvidere
Califon, Lower Valley Presbyterian Church
Gillette, Meyersville Presbyterian Church
Milford, Milford Presbyterian Church
Milford, Holland Bible Church
Newton, First Presbyterian Church of Newton
Pluckemin, Pluckemin Presbyterian Church
Ringwood, Community Presbyterian Church of Ringwood
Sparta, First Presbyterian Church of Sparta
Titusville, First Presbyterian Church of Titusville
Wharton, Wharton United Community Church

Administration and Coordination Team Report

September 9, 2023

Items for Report:

From the June 27, 2023 Meeting:

ACT-2

The Administrative Commission for the Oxford Second Presbyterian Church reported.

ACT-3

The Discernment team reported that they are moving forward with storytelling gatherings over the summer and into the early fall.

ACT-4

Reviewed the May Presbytery meeting and worked on plans for the September Presbytery meeting.

ACT-5

The Moderator, Rev. Tom Brown, reported officiating the Installation service of Rev. Clifford Acklam at United Presbyterian Church, Flanders on June 25, 2023.

ACT-6

The Stated Clerk reported the following:

- The official transcript for the Judicial Appeal has been forwarded to the Synod PJC and the associated attorneys.
- The 2022 minutes of the Presbytery of the Highlands of NJ were approved.

ACT-7

The Presbytery Leader reported she has been back from sabbatical for two days. She shared some of her experiences.

From the August 22, 2023 Budget Meeting:

ACT-8

That the Presbytery draft budget be presented at the September Presbytery meeting for a first reading.

ACT-9

Received the Independent Accountant's Review Report (Attached).

ACT-10

The Stated Clerk reported that:

- The Synod has received the complete record for the Judicial appeal and Appeal hearing is scheduled for 10/17/2023.
- Session minutes review is well underway. Eight Churches are in process of being reviewed and 12 churches have not yet provided their minutes.
- The Presbytery attorney for the Boy Scouts of America lawsuits shared the status of the lawsuit through the court system.

ACT-11

Approved the following dates for the 2024 Presbytery meetings.

- Saturday, January 27, 2024 -10:00am, via Zoom
- Tuesday, March 12, 2024 – 7:00pm, via Zoom
- May 2024 TBD
- Tuesday, September 10, 2024 – 7:00pm, via Zoom
- Tuesday, November 12, 2024 -7:00pm, via Zoom

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

**To the Board of Trustees of
Presbytery of the Highlands, New Jersey, Inc.
Randolph, New Jersey**

We have reviewed the accompanying financial statements of Presbytery of the Highlands, New Jersey, Inc. (a nonprofit organization), which comprise the statements of financial position as of December 31, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Presbytery of the Highlands, New Jersey, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountants' Conclusion

Based on our reviews, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

CKW Advisors, LLC

**CKW Advisors, LLC
Sparta, New Jersey
February 20, 2023**



973.729.8968



336 Sparta Avenue
Sparta, NJ 07871



www.ckw.com

Committee on Ministry Report – Part 1

September 9, 2023

Items for Report:

From the June 6, 2023 Meeting:

COM-1

Approved Rev. Dr. Kenneth Ngwa as a temporary member of the Presbytery of the Highlands.

COM-2

Appointed Scot McCachren as moderator of First Presbyterian Church of Boonton.

COM-3

Appointed Rev. Stephen Choi as moderator of Long Valley Presbyterian Church.

COM-4

Completed Exit Interview with the First Presbyterian Church of Berkshire Valley Session.

COM-5

Completed Exit Interviews with Rev. Dr. Christopher Doyle (First Presbyterian Church of Berkshire Valley) and Rev. Jennifer Van Zandt (First Presbyterian Church of Boonton).

COM-6

Approved Terms of Call for the following:

- Rev. Nicholas Hatch and Alexandria First Presbyterian Church, Milford.
- Rev. Barry Young and Beemerville Presbyterian Church, Wantage.

From the August 1, 2023 Meeting:

COM-7

Installation of Rev. Kathi Heath will be September 24th, 2023 at 4:00pm at Ogden Memorial Presbyterian Church, Chatham.

COM-8

Approved the Boundary Training Format for October 2023.

COM-9

Approved Terms of Call for the following:

- Rev. Scott DeCaro and United Presbyterian Church of Alpha.
- Rev. Chad Rodgers and Lower Valley Presbyterian Church, Califon.
- Rev. Amy Sandlin and Trinity United Church, Warren.

COM-10

Approved the Interim Pastor Position Description for First Presbyterian Church of Boonton.

COM-11

Approved the Community Presbyterian Church of Ringwood's Discernment Report and granted permission to form a Pastor Nominating Committee.

COM-12

Received the report of Administrative Commission to Install Rev. Clifford Acklam as pastor to United Presbyterian Church in Flanders (Attached).

Committee on Ministry Report – Part 2 September 9, 2023

Items for Report:

From the September 5, 2023 Meeting:

COM-13

Approved the Installation Commission for September 24, 2023 for Rev. Kathi Heath as Pastor for Ogden Memorial Presbyterian Church, Chatham: Rev. Thomas Brown, Moderator (Chatham), Rev. Dr. Christopher Doyle (Oak Ridge & West Milford), Rev. Jacquelyn Van Vliet (Madison), Rev. Peter Magnan (Stanhope), Elder Donn Mansfield (Ogden Memorial) and Elder Joe Martinoni (Rockaway).

COM-14

Approved the Installation Commission for September 17, 2023 for Rev. Dr. Christopher Doyle as Pastor for West Milford Presbyterian Church: Rev. Thomas Brown, Moderator (Chatham), Rev. Kathi Heath (Ogden Memorial), Rev. Timothy Clarkson (Union Hill), Rev. Salvatore Seirmarco (Chaplain), Elder Howard Seufert (West Milford) and Elder John Elam (Oak Ridge).

COM-15

COM teams began working on incorporating the changes to the Book of Order into the COM documents and policies.

COM-16

Increased the 2024 Minimum Terms of Call by 2.98%.

COM-17

Approved the Terms of Call between Rev. Scot McCachren and First Presbyterian Church of Mendham.

COM-18

Approved the request of the session of the Community Presbyterian Church of Ringwood to request permission from the Board of Pensions to allow Rev. Fred Milligan to continue as part time interim supply pastor at the church, following his retirement on November 4, for 19 hours and up to 6 months. COM will forward this request to Board of Pensions.

Committee on Preparation for Ministry Report September 9, 2023

Items to Report:

From the May 15, 2023 meeting:

CPM-1

The committee met with Inquirer, Benjamin Willans for his annual consultation. Benjamin is a member of the First Presbyterian Church of Whippany.

From the June 19, 2023 meeting:

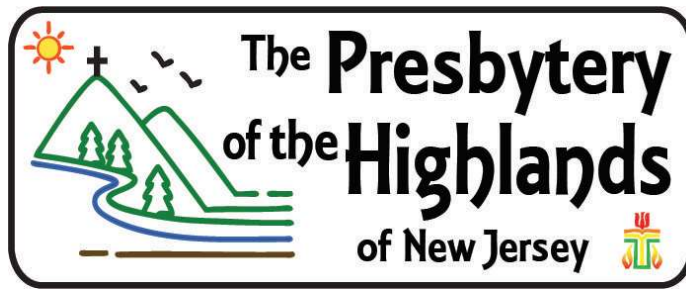
CPM-2

The committee met with Candidate Melanie Williams for her annual consultation. Melanie is a member of the First Presbyterian Church of Sparta.

Respectfully submitted,

Donna Rahmann and Bronc Radak

CPM Co-Moderators



NOMINATIONS FOR 2024 226th GENERAL ASSEMBLY

(For yourself or another to be considered by the Presbytery)

June 25 – July 4, 2024

Committee work at online (June 25 – June 27)

Travel (June 28 -29)

Plenary -Salt Lake City (June 29 – July 4)

Name _____

Address _____

Teaching Elder _____ Ruling Elder _____ or Young Adult Advisory
Delegate (YAD) _____ (age 17 – 24 by first day
of Assembly)
Church _____

Local Church Involvement

Presbytery Involvement

Have you attended General Assembly as a Commissioner before? If so, when?
Have you attended General Assembly on your own before? If so, when?

Tell us about yourself:

What excites you or concerns you about G.A.?

What excites you or concerns you about the church today?

Notes:

- 1) If you are nominating someone other than yourself, please make sure your nominee is willing to serve and will be available to serve if elected.
- 2) Expenses for commissioners are paid by General Assembly.
- 3) This form will be submitted to the Presbytery Nominating Committee. All submissions will be reviewed by the committee and evaluated on the basis of involvement in the work of the church, number of times nominee has served as a commissioner, and balance in reference to church membership and representation criteria. The committee will then make recommendations to the presbytery for elections. All nominees will be on the ballot.
- 4) Please return this form electronically to office@highlandspresbytery.org by Friday, November 3, 2023

Church Development Team Report

September 9, 2023

Team members:

Merideth Mueller, Nicholas Hatch, Chris Doyle, Ryon Herin and Mary Beth Mardis-LeCroy
Co-chairs: Carie Morgan and Ian Rankine, Steve Shussett (Staff)

THE CHURCH DEVELOPMENT TEAM:

- Seeks to challenge and nurture congregations that are engaged in transformation and redevelopment.
- Will provide experiences of growth for the leaders of these congregations
- Oversees the development of new worshiping communities
- Serves as a resource to congregations engaged in developing ministry strategies
- Works in partnership with COM when congregations are in transition by providing oversight and guidance of the mission/discernment study with the interim pastor, congregation, and COM liaison, and will approve the final document.

Technology grants approved for August 2023: Morris Plains

Quick Start/Challenge Grant approved August 2023: Rockaway

Completed Book study on: We Aren't Broke written by: Mark Elsdon

Mark Elsdon will be a virtual speaker on Thursday, Oct. 5 at 7:00 pm. Please register for the zoom link

2023 Speakers:

PDA – January Presbytery meeting - Edwin Gonzalez-Castillo spoke

Matthew 25 - Wednesday, January 25 at 1pm – Steve held a virtual gathering

Dr. Kimberly Wagner – spoke at the clergy retreat in May and preached at the May Presbytery meeting.

Chris Doyle – shared his DMin project via a webinar

Website material – Julie Raffety is available to design websites

Churches in transition:

Newton, First Presbyterian

Berkshire Valley

Larison's Corner

Stanhope

Stockton

Boonton

Submitted by,

Rev. Carie Morgan: co-chair

Young Leader Formation Team
Presbytery Report, September 2023

On Sunday August 28, 2023 the Young Leader Formation team held the second annual YLF Retreat at Camp Johnsonburg. We were blessed to have 24 people in attendance. We began our day by breaking the ice with a ‘get to know you’ bingo game. Our youth leaders had fun getting to know each other. Being blessed with beautiful sunny weather we then took the opportunity to reflect, connect or explore the grounds. We were very lucky to have Megan DeWald, the Director of the Institute for Youth Ministry at Princeton Theological Seminary as our workshop facilitator. Through interactive activities, group collaboration and an impactful presentation, Ms. DeWald inspired our youth leaders to think about how to respond to the needs of our youth.

Workshop: Designing Youth Ministry...for Now

Megan discussed the fact that the “youth group” is not synonymous with “youth ministry” and that it is important for church leaders to enter a process of discernment when it comes to the needs of youth within their churches and in the community outside the church walls. There is not a one size fits all model.

She walked us through some history and research around how the “youth group” model became dominant, how it has not always been effective in developing life-long disciples of Jesus Christ, and how there may be other ways to consider and develop youth ministry as mission within and beyond the church space and community.

Megan encouraged youth leaders to consider engaging in a process of design thinking when it comes to youth ministry. Rather than starting with programming that you hope youth will attend, go through these important steps:

- 1) Empathize – pay attention to the needs of youth in church and in the community
- 2) Define the problem or primary need to be addressed
- 3) Ideate (brainstorm, consider possibilities for action that address the problem/meet the needs)
- 4) Prototype (bring the idea to action – don’t be afraid to fail!)
- 5) Test (notice what is working and not working – go back to earlier steps in the process to revise and refine as much as is needed)

She emphasized that if we “fall in love with the problem” rather than “fall in love with our solutions or programs,” we will be more open to letting go of what isn’t working to make room for new ways of addressing the problems and needs of youth.

The workshop concluded with an inspirational activity using Hatch Cards from Ministry Incubators, which described many amazing missional youth programs happening around the country that address a range of needs and challenges, including providing job training, housing and other basic needs, community connection, after school support and many others. We ended our day with the opportunity to hear what Camp Johnsonburg has to offer to aid us in our ministry, a time of worship and a delicious meal.

Stay tuned for more exciting things happening in Youth Ministry!

Check out the Young Leader Formation Webpage for future events and ongoing resources:
<https://highlandspresbytery.org/young-leader-formation-team/>

Please send photos and stories from summer mission trips or information about upcoming youth opportunities to add to the webpage to Steve Shussett at steves@highlandspresbytery.org

For more information about youth events at Johnsonburg Camp and Conference Center, go to <https://www.campjburg.org/>

To access resources through the Institute for Youth Ministry at Princeton, go to iym.ptsem.edu.

For resources/grants for engaging young adults (23-29) in your church ministry, go to Ministrycollaboratory.ptsem.edu

To contact Megan DeWald for more information on youth ministry support: megan.dewald@ptsem.edu

Respectfully-

The Presbytery of the Highlands Young Leader Formation Team

Administrative Commission for Oxford Second Presbyterian Church Report September 9, 2023

The Oxford 2nd Administrative Commission was formed in September 2021. The members of the AC are RE George Bradlau, TE Pamela Szurek, TE Scott Bohr, TE Leslie Dobbs-Allsopp, Chair, and staff liaison Lizabeth Hutchinson.

The AC's mandate is to conclude the affairs of Oxford 2nd, provide pastoral care for the former congregation, to take possession of real and corporate property and funds, and "to discern, in consultation with the Committee on Ministry and the Trustees of the Presbytery, the future use of the real property including the manse..." The congregation had held its final worship service in August 2021 and turned over their registers and real property to the Presbytery before the AC was commissioned. The few funds remaining from the congregation have been spent in insurance and upkeep.

Our work concerns the issues around the real property, and it is complicated. According to town records there is a single plot, upon which there are three buildings: a sanctuary, a chapel, and a manse. Family Promise of Warren county currently rents the manse for use as office and program space, paying nominal rent to the Presbytery. The sanctuary is in disrepair. The chapel is in better shape. Neither the sanctuary nor the chapel are currently in use. The chapel and sanctuary are encumbered by a historic preservation grant that limits change or alteration to the exterior of the buildings. The sanctuary steeple needs repair. There are two deeds on the property, dating from 1864 and 1871. The 1871 deed includes a reversion clause to the donor family, should the property no longer be used as a church. The donors, the Scranton family from the Pittsburgh area, had 11 children, so there would now be descendants numbering in the thousands.

The AC has visited the property and buildings, read old records, engaged in lawn and basic building maintenance, kept up the insurance, etc. Liz Hutchinson has been taking care of much of this work, and we are grateful for her proactive competence. The AC has received

unofficial estimates of a value of around \$800,000 if we were to try and sell the property as a whole. (Note the reversion clause above.)

Meanwhile the AC has been in ongoing and extensive conversations with Family Promise of Warren County, the tenant organization in the manse. The mission of Family Promise is to achieve sustainable independence for homeless and low-income families and individuals. Family Promise struggled during the pandemic and are now seeking to expand their programming by opening a shelter and associated support services. There is no shelter for unhoused people in Warren County, but there is a robust network of groups that work with unhoused neighbors.

The AC's hope would be to gift Family Promise the manse that they currently rent, as well as the chapel building on the property. Family Promise would then renovate the chapel for use as a shelter. The organization has identified funding sources for renovation, upkeep, and program expansion. Family Promise would not want the sanctuary building.

What next? The AC has engaged a law firm to do a title search and to explore the deeds. Our attorneys suggest hiring a surveyor to map out the legal descriptions of the parcels on the lot. If the parcels could be legally separated, it might be possible to proceed with the plan to gift the chapel and manse to Family Promise, and to sell/donate the sanctuary to a church (reversion clause). Our attorneys say that it is difficult to break a reversion clause. The AC will receive estimates for the survey which we hope will clearly delineate how the buildings are situated on the bequeathed property, with the aim of potential division of the properties that would be consistent with the historic encumbrances and the limits of the reversion clause in the bequest. The AC is well aware that we might need to start over and come up with a new plan. One aim of this interim report is to highlight for the Presbytery the important work of Family Promise of Warren County. Look them up to learn more about their mission.

Respectfully submitted,
The Administrative Commission for Oxford Second Presbyterian Church

September 9, 2023
Report of the Administrative Commission
to Install Rev. Clifford R. Acklam as Pastor
of United Presbyterian Church, Flanders

The meeting on Sunday, June 25, 2023 convened at 2:30 PM.

Commission Members Present: Rev. Thomas A. Brown Moderator, (Presbyterian Church of Chatham Township), Elder Sue Cail, Vice Moderator, (Community Presbyterian Church of Ringwood), Rev. Heather Morrison Yaden (First Presbyterian Church of Newton), Rev. Ian Rankine (Pluckemin Presbyterian Church), Rev. Dr. Maureen Paterson (Basking Ridge Presbyterian Church), Elder Al Kopacka (Community Presbyterian Church, Chester), Elder Lois Steward (United Presbyterian Church, Flanders).

Also present as guests and worship participants: Kathy Coogen, Clerk of Session, United Presbyterian Church, Flanders and Rev. Dr. Peter T. Johnson (Hon Retired, Presbytery of Hudson River).

Meeting was called to order and opened in prayer by the Moderator.

Purpose of the Meeting: To install Rev. Clifford Acklam as Pastor of the United Presbyterian Church, Flanders.

The commission reviewed the service and the duties assigned.

Motion was made and seconded to have the meeting adjourn with the Benediction at the end of the of the Installation Service. The motion carried.

Respectfully submitted by:

Rev. Thomas A. Brown

Moderator