

The 7th Stated Meeting of The Presbytery of the Highlands of NJ

Via ZOOM

7 pm, Tuesday, May 10th, 2022

*(to be approved at the 8th Stated Meeting of
The Presbytery of the Highlands of NJ)*

The Body of Christ, A Call to Gather

The Presbytery of Highlands of NJ of the Presbyterian Church (USA) held its 7th Stated Meeting on May 10th, 2022, on the ZOOM platform.

The Moderator, Rev. Tracey Henry, called the meeting to order at 7:02 pm and led the opening prayer.

Introduction to Zoom Voting – *Rev. Tracey Henry, 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. William “Tex” Culton (HR)	P		A
Andover	Vacant	V		A
Basking Ridge (3)	Rev. Dennis Jones Rev. Dr. Maureen Paterson	E A	Tina Bramel Elaine Tetreault	P P
Belvidere	Rev. Dr. Pamela Szurek	A		A
Blairstown	Rev. David Harvey	P		A
Boonton	Rev. Jennifer Van Zandt	P	Tim Slaman	P
Bound Brook (3)	Rev. Linda Owens	P	Betsy Reimer	P A A
Branchville	Rev. Dr. Jefferson Hatch	A	Debbie Anderson	P
Califon, Fairmount	Rev. Scott Foster	A	Pete Peterson	P
Califon, Lower Valley	Rev. Chad Rodgers	P		A
Cedar Knolls, Hildale Park	Rev. Ross Lang	A		A

Chatham Township (3)	Rev. Dr. Ellen Clemot Rev. Thomas Brown	P P	Steve Suter	P A A
Chatham, Ogden Memorial	Rev. Kathi Heath	P	Allan Paradise	P
Chester	Rev. Christopher Scrivens	A		A
Clinton	Rev. Tracey Henry	P		A
Delaware	Vacant	V		A
Denville, Union Hill	Rev. Timothy Clarkson	P	June Kibe	P
Dover, First Memorial	Rev. Alan Schaefer (HR)	E		A
East Hanover	Vacant	V		A
East Hanover, Kitchell	Hannah Allred, Candidate	P	Carol Williams	P
Flanders	Rev. Heather Morrison-Yaden	P	Lois Steward	P
Flemington (3)	Rev. Amy Lincoln	P	Laura Flessner Ed Harris Robert Zeh	P P P
Florham Park, Calvary	Rev. Ronald de Groot	A		A
Franklin	Rev. Julie Raffety	P		A
Frenchtown	Vacant	V		A
Gillette, Meyersville	Rev. Barbara Aspinall	E		A
Hackettstown	Rev. Erin Hayes-Cook	P	Carl Erickson	P
Hampton, Musconetcong Valley	Stephanie Farley, CRE	A		A
Hazen, Oxford 1st	Vacant	V		A
Lambertville	Rev. Dan Dorrow			A
Lambertville, 2nd English	Rev. H. Bradford Morgan	P		A
Lamington	Rev. Caroline Jinkins	E		A
Long Valley (2)	Rev. Ryan Irmer	P		A A
Long Valley, Highlands	Rev. Robin Ray	P	Ruth Babula	P
Madison	Rev. Jacquelyn Van Vliet	P	Becky Moody	P
Mendham (2)	Rev. Merideth Mueller-Bolton	P	Per Ralamb	P A
Milford	Rev. 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	P	Debbie Hooper	P
Morris Plains (2)	Rev. Donald Brown	E		A A

Morristown (3)	Rev. Leslie Dobbs- Allsopp	P	Craig Barth Diane Grenz Richard Kaller	P P P
New Vernon (2)	Rev. William Stone	A		A A
Newton	Rev. David Young	P	Chris DeVries	P
Newton, Yellow Frame	Rev. Michael Nelms	A		A
Oak Ridge	Rev. Christopher Doyle	P	Dave McDonald	P
Ogdensburg	Rev. Alden Johnson	A		A
Parsippany	Rev. Donald Bragg	A		A
Phillipsburg, Harmony	Rev. Scott Bohr	P		A
Phillipsburg, Pilgrim	Rev. Richard Gelson	A		A
Phillipsburg, Westminster	Rev. Scott DeCaro	P		A
Pittstown, Bethlehem	Rev. Linda Gaden	P	Dorothy Youngs	P
Pluckemin (2)	Rev. Ian Rankine	P	Sue Quimby	P A
Port Murray, Rockport	Rev. Robert "Bronc" Radak	P		A
Ringoes, 1st Amwell	Rev. Courtney Cromie	A		A
Ringoes, Kirkpatrick	Rev. Marie Branigan	P		A
Ringwood (2)	Rev. Caroline Unzaga	P	Sue Cail	P A
Rockaway	Rev. Ryon Herin	P	Laurie Morse	P
Somerset	Rev. Nancy Nalepa- Skibo	A	Tom Hauck	P
Sparta (2)	Rev. Dr. Patrick Sileo	E		A A
Stanhope	Rev. Peter Magnan	A	Carol Barry	P
Stewartsville	Rev. Stephen Choi	P	Cindy Bowman	P
Stewartsville, Old Greenwich (2)	Rev. Mary Beth Mardis- Lecroy	A	Lisa Kolterjahn	P A
Stirling	Rev. Barbara Aspinall	A		A
Stockton	Rev. Jin Hee Han	E		A
Succasunna	Rev. Carie Morgan	P	Amelia	P
Sussex	Rev. Katherine Scott- Kirschner	P	Mike Kosco	P
Taiwanese/American	Rev. D. Paul LaMontagne Rev. Chia Chun (Annie Kakun Tsai)	A A		A
Titusville	Vacant	V		A
Wantage, Beemerville	Rev. Barry Young	A		A
Warren, Trinity United	Vacant	V		A

Washington	Rev. James Scovell	A		A
West Milford	Rev. Justin Choi	P		A
Wharton	Rev. Sarah Green	P		A
Wharton, Berkshire Valley	Rev. Christopher Doyle	P		A
Wharton, Hungarian	Rev. Csilla Lucskay	A		A
Whippany	Rev. Sarah Cairatti	A	Elisa Fries	P

Teaching Elders Engaged in a Validated Ministry

Rev. Mike Atzert (<i>Chaplain</i>)	P
Rev. Joanne Miller	E
Rev. Robin Miller Curras (<i>serving church out of bounds</i>)	A
Rev. Christine Davies	P
Rev. Barbara Ewton	A
Rev. Jennifer Hrynyk	E
Rev. John C. Kile	P
Rev. Jeanne Radak (<i>Presbytery Leader – Newton Presbytery</i>)	P
Rev. Amy Sandlin (<i>Chaplain</i>)	A
Rev. Beth Scibienski (<i>Serving RCA church</i>)	A
Rev. Salvatore Seirmarco (<i>Chaplain – United Methodist Communities</i>)	E
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>)	A

Members at Large

Rev. M. Elizabeth Blythe	E
Rev. Donna McDaid	P
Rev. Hayley O'Connor	A
Rev. Gail Pendleton	P

Honorably Retired

Rev. Peter Amerman	E
Rev. Jeff Archer	E
Rev. Nancy Asbury	E
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 Crouner	E
Rev. William “Tex” Culton (<i>serving Alpha</i>)	P
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. Janet Fishburn	E
Rev. Benhardt Fraumann	P
Rev. Mervin Fry	E
Rev. Deirdre Greenwood White	E
Rev. Peter Gregory	E
Rev. Dr. Elizabeth Hall	E
Rev. Dr. Edward Halldorson	E
Rev. David Hengerer	E
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	P
Rev. Tony MacNaughton	E
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	P
Rev. Claire Pula	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. Dr. Nancy Young	E

Ruling Elders by Virtue of Office

Matt Allen (Calvary Presbyterian Church, Florham Park) , Past Moderator	P
Paula Benson (Highlands Presbyterian Church, Long Valley) , Past Moderator	P
John Crozier (First Presbyterian Church of Boonton), COM Moderator	P

Wendy Doidge (Presbyterian Church in Morristown) , Past Moderator	P
Alan Ford (Bethlehem Presbyterian Church, Pittstown) , Past Moderator	P
Lisa Gray (Old Greenwich Presbyterian Church, Stewartsville) , Past Moderator	P
John Hellriegel (Community Presbyterian Church, Chester), ACT Moderator	P
Joe Martinoni (First Presbyterian Church of Rockaway) , Past Moderator	P
Ken Nickel (First Presbyterian Church of Boonton), Past Moderator	P
Mel Prestamo (Long Valley Presbyterian Church), Past Moderator	P
Donna Rahmann (Fairmount Presbyterian Church, Caligon), Presbyterian Women	P
Scott Riker (Highlands Presbyterian Church, Long Valley), ACT Member	P

Others in Attendance

Sonja Gaertner, Office Manager & Attendance Clerk (<i>Highlands Presbytery</i>)	P
Lizabeth Hutchinson, Financial Administrator (<i>Highlands Presbytery</i>)	P
Elise Bates (Johnsonburg Camp & Retreat Center)	P
Hildy Benjamin (Presbyterian Church of Morris Plains), Visitor	P
Amy Clarkson (Union Hill Presbyterian Church), Visitor	P
Tom Campbell (Johnsonburg Camp & Retreat Center)	P
Kathy Knight (Flemington Presbyterian Church)	P
Jamie Evans (Flemington Presbyterian Church)	P
Kathy Hobbs (Bound Brook Presbyterian Church)	P
Lilly Kwong (Kitchell Memorial Presbyterian Church, East Hanover), Visitor	P
Brad Masters (Presbyterian Foundation)	P
Barbara Nicol (Somerset Presbyterian Church)	P
Greg Orlando (First Presbyterian Church of Sparta)	P
Lyn Smith (Highlands Presbyterian Church)	P
Suzanne Soos (Pluckemin Presbyterian Church)	P
Ken Wildonger (Pluckemin Presbyterian Church)	P
Anthony Williams (First Presbyterian Church of Sparta)	P
Melanie Williams First Presbyterian Church of Sparta), Inquirer	P

Total in Attendance – 113

~ Sonja Gaertner, Attendance Clerk – *The Presbytery of the Highlands of NJ*

Enrollment of Corresponding Members & Guests

Brad Masters, New Covenant Trust-Presbyterian Foundation
Ruling Elder Elise Bates-Russell, Executive Director, Johnsonburg Camp and Retreat Center
Tommy Campbell, Associate Director of Programs, Johnsonburg Camp and Retreat Center
Ruling Elder Suzanne Soos, Pluckemin Presbyterian Church

Introduction of New Ruling Elder Commissioners

Several first-time commissioners were introduced to the Presbytery.

COMMITTEE ON MINISTRY

Rev. Jacqui van Vliet, Madison, introduced
Rev. Marie Branigan, Interim Pastor, Kirkpatrick Memorial Presbyterian
Church, Ringoes

Candidate Hannah Faye Allred, Kitchell Memorial Presbyterian Church,
East Hanover, to be ordained and installed on May 22, 2020.

Adoption of the Agenda

The agenda was adopted as presented.

Consent Agenda & Stated Clerk's Report

The agenda was adopted as presented.

SC-1

Approve the minutes of the Presbytery meetings held March 8, 2022.

SC-2

Approve excuses for the Presbytery meeting of May 10, 2022.

SC-3

Receive the Annual Report of the Property and Insurance Team.

SC-4

Receive the New Jersey Transition of Presbyteries Checklist of Tasks.

SC-5

Receive the report of the Administration and Coordinating Team.

SC-6

Receive the Pompton Valley Presbyterian Church, Pompton Valley
Administrative Commission Report.

SC-7

Receive the report of the Property and Insurance Team.

SC-8

Receive the report of the Committee on Ministry.

SC-9

Receive the report of the Committee on Preparation for Ministry.

SC-10

Receive the report of the Youth Leader Formation Team.

SC-11

Receive the report of the Synod of the Northeast Mission and Ministries
Commission.

SC-12

Receive the 2021 Annual Report of the Synod of the Northeast.

ACT-1

The ACT recommends the following:

That Presbytery approve the final report of the Christ Presbyterian
Church, Martinsville Administrative Commission and Administration and
Coordinating Team report. (See attached.)

- Rationale: Because of the Presbytery transition and some confusion
about which corporation had authority to authorize transfer of

property and assets the ACT is recommending that the Presbytery confirm the work of the Martinsville Administrative Commission so that there are no issues about property deeds in the future.

NOMINATING COMMITTEE

Rev. Amy Lincoln, member of the Nominating Committee, requested recommendations of those who might serve on Presbytery committees and teams.

POMPTON VALLEY ADMINISTRATIVE COMMITTEE

In accordance with the Final Report of the Pompton Valley Administrative Commission presented below, Rev. Dr. Ellen Clemót reviewed the process of the sale of Pompton Valley Presbyterian Church and proposed the following:

MOTION:

The PVAC, in consultation with the Presbytery Finance Team and Funds Development team of the ACT, recommends the following distribution of the proceeds from the dissolution of the Pompton Valley Presbyterian Church.

Sale price	3,000,000
RE Commission	(150,000)
Realty Transfer Fee	(33,775)
Sewer/water	(366)
Attorney's fees	(8,500)
Balance	2,807,359
PVPC Cash on Hand	370,878
Total	3,178,237

Proposed Use of Funds	
Tech Resource/Grant	100,000
Johnsonburg Capital Fund	100,000
Highlands Presbytery Cemetery Fund	25,000
Pompton Valley Church Missions	5,000
Church Building Reserve Fund	60,000
Unnamed Resourcing Funds	80,878
Total	370,878

Proceeds	3,178,237
less Proposed use	(370,878)

NET PROCEEDS**2,807,359**

Net Proceeds be invested in The Presbytery of the Highlands Mission and Ministry (M &M) Investment Fund (NCT)

M& M Investment	1,283,021 (as of 3/31/22)
Net Proceeds	2,807,359

Total**4,090,379**

Upon recommendation by the Pompton Valley Administrative Commission, the Presbytery VOTED to the distribution of proceeds.

Upon motion and second, the Presbytery VOTED to dismiss both the Pompton Valley Administrative Commission and the Martinsville Administrative Commission with thanks.

NEW COVENANT TRUST PRESENTATION

Presbytery Leader Jeanne Radak introduced Brad Masters, Vice President, Business Development & Financial Advisor of New Covenant Trust.

PROPERTY AND INSURANCE TEAM

Presentation by Pluckemin Presbyterian Church on the Care Hub Project

Rev. Scott Bohr, Co-Moderator of the Property and Insurance team, introduced Rev. Ian Rankine and Ruling Elder Suzanne Soos of the Pluckemin Presbyterian Church. This was an information-only presentation on plans for development on church property, the proceeds of which would fund housing for pregnant unwed mothers.

NAIROBI PARTNERSHIP

Ruling Elder John Hellriegel gave a report on the Partnership, which includes congregational, educational, and medical support.

WORSHIP

Worship included music and reflection led by Amy Clarkson and the Revs. Tim Clarkson, Erin Hayes-Cook, and Steve Shussett.

Commissioning of the General Assembly Commissioners
The Moderator Henry, and Vice-Moderator Brown presided over the liturgy to commission:

Ruling Elder Scott Riker, Highlands Presbyterian Church
Rev. Katherine Scott-Kirschner, First Presbyterian Church of Sussex
Rev. David Young, First Presbyterian Church of Newton
Ruling Elder Robert Zeh, Flemington Presbyterian Church

JOHNSONBURG CAMP & RETREAT CENTER PRESENTATION

Ruling Elder Elise Russell-Bates, Executive Director, and Tommy Campbell, Associate Director of Programs, spoke on their ongoing capital campaign and upcoming summer programs, including the Social Justice Summit.

COMMITTEE ON PREPARATION FOR MINISTRY

Examination of an Inquirer – Melanie Williams

Rev. Bronc Radak introduced Inquirer Melanie Williams, Sparta, recommending that she be moved from Inquirer to Candidate. After a period of examination, a motion and second, the Presbytery VOTED to arrest the examination.

After a period of discernment and opportunity for discussion, with motion and second, the Presbytery VOTED to move Melanie to Candidate status.

Vice-Moderator Brown and Moderator Henry led the Presbytery in liturgy and prayer marking Melanie's transition to Candidate.

There being no new business, and upon motion and second, the Presbytery VOTED to adjourn

Moderator Henry closed the meeting in prayer at 9:14pm.

Attested: _____
Steven H. Shussett Stated Clerk

Reports:

Annual Report of the Property and Insurance Team

Property and Insurance Team

New Jersey Transition of Presbyteries Checklist of Tasks

Administration and Coordinating Team

Pompton Valley Presbyterian Church, Pompton Valley Administrative

Commission Report

Committee on Ministry

Committee on Preparation for Ministry

Youth Leader Formation Team

Synod of the Northeast Mission and Ministries Commission

Annual Report of the Synod of the Northeast

Attachments:

Presbytery of the Highlands
Property and Insurance Team
2021 Annual Report

- Updated guidelines throughout the everchanging Covid year. We based these on guidelines on those set by the CDC, State of New Jersey, positivity rates and most importantly on what was in the best interest of safety for our people.
- Continued work on the Cemetery Association of the Presbytery. We have been in the process of finding individuals to fill the boards of the cemeteries which oversee the work of each cemetery. This process is almost complete.
- Worked with churches and supported them as they dealt with financial needs, manses, regarding property, renovation and other issues.
- Established the Manse Grant. This came from the sale of the Stillwater Manse. The court stipulation on how the money can be used from this sale is the foundation for how the grants are given. Grants are only given to manses occupied but pastors.
- Continued our call to oversee the management of the insurance of the Presbytery. This past year meant dealing with bringing the Presbytery into compliance on several issues to maintain our maximum coverage on liability with our insurance company Brown and Brown.
- We continued our call to oversee the financial portfolio of the Presbytery and keep it in alignment with our principles and values.

Respectfully submitted,
Rev. Scott K. Bohr, Co-Moderator

Property & Insurance Committee Report
May 10, 2022

Items to Report:

From the April 4, 2022 meeting:

P&I-1

The Committee discussed the Pluckemin Care Hub Project and lease associated with said project.

P&I-2

Reviewed the Building Usage Agreement between the Mine Hill Presbyterian Church and the Christian Fellowship Church of God.

- The Committee made the motion: to approve building usage agreement for Sanctuary with addition to require certificate of insurance from the lessee.

P&I-3

The Committee corresponded with First Presbyterian Church, Stirling regarding their memorial garden.

P&I-4

The Stated Clerk provided an update on the BSA legal issue.

P&I-5

The Committee continues to work on filling Cemetery Association boards for Bloomsbury and Clove; Mt Freedom is filled.

P&I-6

The Committee sent updated COVID procedures to be distributed via Presbytery emailer.

From the April 14, 2022 meeting with Moderators and Presbytery staff:

P&I-7

Further discussion around the Pluckemin Care Hub Project and lease associated with said project.

- Confirmed that the committee does have the authority to approve or disapprove leases, but given some extraordinary circumstances, the committee will likely consult with ACT.

From the April 27, 2022 Meeting:

P&I-9

The Committee approved the following motion:

- P&I will invite ACT to join us in the review process for the Pluckemin Care Hub project lease.

Administration and Coordinating Team Report

May 10, 2022

Items to Report:

From the April 26, 2021 meeting:

ACT-2

The NJ Presbytery Transition is almost officially completed. The final step for Highlands Presbytery was the reading of the Presbytery of Newton

minutes. That has been completed and the minutes will be sent to the Presbyterian Historical Society.

ACT-3

The ACT concurred with the recommendation to the Presbytery by the Pompton Valley Presbyterian Church Administrative Commission on the distribution of assets of the sale of Pompton Valley Presbyterian Church property.

ACT-4

The ACT received the report of the Presbytery of the Highlands 2020/2021 Financial Review.

ACT-5

Discussed the request from Pluckemin Church for review and approval of a long-term lease of their property. The ACT concurred with the Property and Insurance Team to work together on the review and possible approval of the lease agreement.

- Rationale: The lease is complicated and is time sensitive. A recommendation could be made in a timely fashion to the May Presbytery meeting. The Property and Insurance Team has been commissioned to approve leases on behalf of the Presbytery but believes this is a request that needs more than their input. The ACT and the P & I will work together on the review and possible approval. The ACT has been commissioned by the Presbytery to act on matters that are time sensitive.

ACT-6

Given the complications posed by the rise in the COVID infections in our region, the ACT, after extensive discussion, determined and agreed that the May Presbytery meeting would be on Zoom only.

ACT-7

Moderator Rev. Tracey Henry reported that in-person installations and ordinations are being scheduled.

ACT-8

The Stated Clerk reported receipt of a subpoena for files related to a 2009 sexual misconduct inquiry by a Newton Presbytery Investigating Committee. Presbytery Counsel reviewed the documents requested in the subpoena and negotiated with the other attorney what could or could not be shared in light of both the Presbyterian Church (USA) and United States' Constitutions.

ACT-9

The Presbytery Leader spoke of the progress that the Special Committee of the General Assembly for Per Capita and Financial Sustainability Review has made in relationship to an overture from Newton Presbytery in 2018.

Administrative Commission of

the Pompton Valley Presbyterian Church Report

Introduction

On April 27 the Administrative and Coordinating Team, acting on behalf of the Presbytery, appointed an Administrative Commission ("AC") to implement the charge of dissolving the congregation and selling the land, building, and contents of the Pompton Valley Presbyterian Church ("PVPC"). The Commissioners appointed were Ruling Elder Ken Nickel, Ruling Elder Cindy Riggs, Rev. Bill Stone, and Rev. Dr. Ellen Clémot, who was designated as the AC Chair by the Presbytery Moderator, Rev. David Young.

Brief History of the Church

The Pompton Valley Presbyterian Church was formed on February 2, 1958, with 60 faithful people received as charter members. In May 1958 the congregation called their first pastor, Rev. R. Paul Freed. Soon after they acquired 4 acres on the corner of Sunset Road and Roome Avenue as the site of the new church building. A 200-year-old farmhouse on the property was named "Calvin Lodge" and served as meeting place for all the activities of the church. In October 1963 the sanctuary was dedicated. Both the cross and the organ were designed and built by members of the church. In the spring of 1969, the construction on the Christian Education Annex began and was dedicated on Palm Sunday 1971.

The Pompton Valley Presbyterian Church was devoted and dedicated to reaching and serving its youngest members, all the way through to adulthood. They had three youth groups meeting in the fall through the spring. In the summer the youth and parents participated in the Freed Summer Camp in Maine. Through the years they had more than five installed pastors and numerous interim and supply pastors.

Just prior to the New Jersey Presbyteries transition, we were contacted that the session had determined that, after many faithful years of service, it was now time to have the final worship service of the congregation.

Soon after March 1, 2021 the Presbytery of the Highlands appointed an Administrative Commission to walk the congregation through their last days as a faith community. The Congregation had their final worship service on June 27, 2021 with Rev. Elizabeth Morrison, former interim pastor, providing the final sermon.

Transfer of members of the Pompton Valley Presbyterian Church

While no request has been made at the time of this report, members have twelve months from the date of dissolution to request transfer to a congregation of their choice.

Process and Actions of the Administrative Commission

The AC met with the Session of PVPC, which was also the totality of its membership, in April 2021, and listened prayerfully to the wishes of the congregation to (i) conclude its ministry as a church, (ii) dissolve the congregation and find other houses of worship that would welcome the remaining members, (iii) sell the property and (iv) disburse the proceeds to their beloved charities. The AC learned that while PVPC was part of the

Palisades Presbytery, it had already decided to put the church building and real estate up for sale. There had even been discussions with potential recipients of the proceeds and talk of a potential merger with another church in a different denomination.

The AC did its best to implement a process of transition in an orderly manner, beginning with the spiritual well-being of the congregation. We identified the closest Presbyterian Church that might welcome them, and also discussed their joining the Reformed Church of Pompton Plains, whose minister of congregational engagement had reached out to several members and attended their closing worship in June 2021. After the initial in-person meeting in April 2021, the AC communicated to the Presbytery Leader of Highlands Presbytery the congregation's affirmation of its wish to dissolve and wind up its affairs as a church.

The AC explained to the members of PVPC that the Session was now replaced by the AC as its governing body to implement the transition process, but as a courtesy, the AC met with the Session members several more times and always arrived at unanimous decisions with the membership as to how the AC would proceed. Significantly, all the membership agreed on the date and time for the final worship service and dissolution of the congregation. The AC voted to declare the congregation dissolved upon at the benediction offered at that service, held in the church sanctuary on June 27, 2021. Rev. Bill Stone organized the worship service and invited the former interim Pastor of PVPC, Elizabeth Morrison, to preach. The Presbytery was invited to the worship service, and several congregants and neighbors attended in addition to the AC, worship leaders, and Presbytery members.

During the ten weeks from April 15 to June 30th, the AC worked by e-mail and video conference on the plans to wind-up the affairs of the church and sell its property. It was ably assisted by the Presbytery Financial Manager Liz Hutchinson, who was instrumental in ensuring that the bills were identified and paid, the property was maintained, break-ins addressed, and insurance coverage kept in place. Liz also provided oversight to the removal of one in ground oil tank that did not need remediation. She made several on-site visits to meet with the PVPC's congregant treasurer and financial steward of the church's bank accounts, investments, and other assets. She oversaw the transfer of the financial records and inventories of equipment of the church to the Presbytery.

The AC terminated all executory leases and identified those which would terminate by the terms of their agreements no later than July 2021. Liz Hutchinson and Jeanne Radak, and AC members Ellen Clémot and Ken Nickel, visited the campus, identified valuables, and searched for records of any kind. Boxes of records and documents were collected and have been reviewed and sorted. Appropriate documents will be deposited with the Presbyterian Historical Society. The AC asked the congregants if there were any special requests for the disposition of any church property. They did ask that choir robes and the handbells find a good home. The handbells were given to the First Presbyterian Church of Hackettstown to

enhance their music program. Other items were distributed to various ministry locations by the Presbyterian Women. The hope was that the building, especially the sanctuary, could be used intact by the new owner. The AC did not make any commitments as to the use or disposition of assets apart from being mindful of their request. Through telephone and in-person conversations, the AC informed the congregants of PVPC that the property of the church now entrusted to the Presbytery in its entirety, known and unknown, both assets and liabilities. (G-4.0203 & G-4.0205) All mail, and bills were transferred to the Presbytery's address.

The AC retained a real estate broker in Pompton Valley and an attorney, Tania Nemeth, Esq. of Law Firm Masessa & Cluff, to assist in the Presbytery's designation as owner of the real estate assets, identify outstanding executory leases, hazards or encumbrances, and to place the property (land and buildings and their contents "as is") on the market for sale in the summer 2021.

The former congregation had expressed a wish that the buyer of the property be a church and the AC made this wish known to the broker. Several bids came in from developers in the \$2 million range. One church made a compelling bid at \$2 million which was accepted in October 2021, but, after months of delay, the buyer was unable to procure financing to close. The property was re-listed in February 2022 and another church entity offered \$2.5 million. Several other bids were received, and the competition encouraged the new church bidder to raise its offer to \$3 million. The AC accepted this offer, and the buyer closed the deal, through its affiliated school entity, during Holy Week 2022.

The AC met virtually with the Budget and Finance team, the Funds Development Team, and the moderators of the ACT, as required by AC charge, in April 2022 to discuss the disposition of the cash received at the closing, net of fees and commissions. It agreed unanimously to disburse the proceeds in the manner indicated below. The AC respectfully requests its dissolution as a commission effective on the receipt and approval of this final report by the Presbytery at its meeting on May 10, 2022.

Respectfully submitted,

Rev. Dr. Ellen Clark Clémot

Chair of the Administrative Commission

Submitted May 2, 2022

Recommendation:

The PVAC, in consultation with the Presbytery Finance Team and Funds Development team of the ACT, recommends the following distribution of the proceeds from the dissolution of the Pompton Valley Presbyterian Church.

Sale price	3,000,000
RE Commission	(150,000)
Realty Transfer Fee	(33,775)
Sewer/water	(366)
Attorney's fees	(8,500)

Balance	2,807,359
PVPC Cash on Hand	<u>370,878</u>
Total	3,178,237

Proposed Use of Funds	
Tech Resource/Grant	100,000
Johnsonburg Capital Fund	100,000
Highlands Presbytery Cemetery Fund	25,000
Pompton Valley Church Missions	5,000
Church Building Reserve Fund	60,000
Unnamed Resourcing Funds	<u>80,878</u>
Total	370,878

Proceeds	3,178,237
less Proposed use	<u>(370,878)</u>

NET PROCEEDS **2,807,359**

Net Proceeds be invested in The Presbytery of the Highlands Mission and Ministry (M &M) Investment Fund (NCT)

M& M Investment	1,283,021 (as of 3/31/22)
Net Proceeds	2,807,359

Total **4,090,379**

Rationale:

- Recommends the Cash from the church (about 10+% of Net proceeds of sale of property) be used to fund requests of the PVC members, support resourcing for congregations of the presbytery and assist funds of the Presbytery that are in need of additional funding.
- Tech Resource/Grants (\$100,000)– This will be used to fund a Technology consultant for churches to develop and continue their online ministry presence with the technology that is best for their situation. There will also be grants to support the purchase of needed equipment and software. The Church Development Team is developing this program and hope to have it launched by mid summer.
- Johnsonburg Capital Funds – The Presbytery received a request from Johnsonburg Camp and Retreat Center for a contribution to their **Marked For the Future** Capital Campaign. This is also one of the requests from the PVC mission request. The Commission and Finance members believe this is a great investment for youth ministry and discipleship development for our congregations.

- The Highlands Presbytery is steward of several cemeteries from dissolved congregations. There are not always adequate funds from the congregations for the perpetual care of the cemeteries. \$25,000 would bring our present Cemetery Fund \$100,000. We have care over two cemeteries and partial oversight of a third one.
- Pompton Valley Presbyterian Church members had a small list of beloved mission projects within their region. This would be to provide final gifts on their behalf to those mission projects. At the time of writing, we had not received the final list. This number may go up slightly after reviewing the list.
- Church Building Reserve Fund will be used to for when congregations request dissolution and do not have reserve funds to maintain the during the process. We have found through several dissolutions that deferred maintenance and other property issues need to be addressed in order to preserve buildings or to bring them to code in order to sell can require upfront cash. This fund would help provide the needed cash and would be refurbished after the property had been sold.
- Unnamed Resourcing Fund will be for projects that have not been developed enough to name fully or may emerge through the next year.
- Mission and Ministry Investment Fund is the name of the fund we use to provide income for the general budget and the fund that provides income for deficits in the budget. The role of the Funds Development Team is to continue to develop a long-term financial sustainability plan for the presbytery. The M & M fund is major component of that the financial sustainability plan.
- Upon dissolution of the PVAC the Administration and Coordination team will have oversight of the funds.

Committee on Ministry Report

May 10, 2022

Items to Report:

From the April 5, 2022 and May 3, 2022 meetings:

COM-1

Appointed Rev. Caroline Jenkins as moderator for Frenchtown Presbyterian Church.

COM-2

Appointed Rev. Dr. Maureen Paterson as moderator for Trinity United Church, Warren.

COM-3

Approved the validated ministry of Rev. Dr. Jennifer Hrynyk at the First Congregational Church of Westfield.

COM-4

Approved the following Terms of Call between:

- Basking Ridge Presbyterian Church and Rev. Dennis Jones.
- Basking Ridge Presbyterian Church and Rev. Dr. Maureen Paterson.
- First Presbyterian Church of Berkshire Valley and Oak Ridge Presbyterian Church and Rev. Dr. Christopher Doyle.
- First Presbyterian Church of Boonton and Rev. Jennifer Van Zandt.
- Bound Brook Presbyterian Church and Rev. Linda Owens.
- Community Presbyterian Church, Chester and Rev. Christopher Scrivens.
- Kittell Memorial Presbyterian Church, East Hanover and Hannah Faye Allred.
- First Presbyterian Church of New Vernon and Rev. William Stone.
- Community Presbyterian Church of Ringwood and Rev. Caroline Unzaga.
- Rockport Presbyterian Church, Port Murray and Rev. Robert (Bronc) Radak.
- West Milford Presbyterian Church and Rev. Justin Choi.
- Westminster Presbyterian Church, Phillipsburg and Rev. Scott DeCaro.
- Hungarian Presbyterian Church of Wharton and Rev. Csilla Lucskay.
- First Presbyterian Church of Whippany and Rev. Sarah Cairatti.
- Lower Valley Presbyterian Church, Califon and Rev. Chad Rodgers.
- First Presbyterian Church of Mendham and Rev. Scot McCachren (begins late June).
- Meyersville Presbyterian Church, Gillette and Rev. Barbara Aspinall.
- Presbyterian Church of Morris Plains and Rev. Donald Brown.
- Holland Bible Church, Milford and Rev. Geoffrey Stanley.
- Milford Presbyterian Church and Rev. Dr. Linda Erkert-Bullock.

COM-5

Approved the following Terms of Call pending minor corrections:

- United Presbyterian Church in Belvidere and Rev. Dr. Pamela Szurek.
- Musconetcong Valley Presbyterian Church, Hampton and Ruling Elder Stephanie Farley.
- Pluckemin Presbyterian Church and Rev. Ian Rankine.

COM-6

Approved The Terms of Call Spreadsheet for 2022. The spreadsheet will be included in the Presbytery Minutes but will not be published on the webpage because it contains private information. The TOC Spreadsheet is available to members of the presbytery upon request to the Presbytery office.

COM-7

Approved the Frenchtown Presbyterian Church Position Description and Terms of Call for a Covenant Supply Pastor.

COM-8

Started planning on a pastor's retreat in the fall. The spring pastor's retreat was postponed because of the COVID.

COM-9

Approved the extension of the Interim Pastor Covenant between United Presbyterian Church, Flanders and Rev. Heather Morrison-Yaden.

COM-10

Approved the Administrative Commission for the Ordination and Installation of Hannah Faye Allred. The service will be May 22, 2022 at 4 pm at the Kitchell Memorial Presbyterian Church, East Hanover.

COM-11

Approved the MIF for United Presbyterian Church, Flanders and granted them permission to elect a Pastor Nominating Committee.

Committee on Preparation for Ministry Report May 10, 2022

Items to Report:

CPM-1

April 18, 2022

- The committee met with Inquirer, Melanie Williams for her annual consultation/candidacy review. Melanie is a member of First Presbyterian Church of Sparta.
- *Motion:* to place Inquirer Melanie Williams before the Presbytery to discern her movement to Candidate. **Approved,**

Respectfully submitted,

Donna Rahmann and Bronc Radak

CPM Co-Moderators

Youth Leader Formation Team Report May 10, 2022

Items to Report:

YLFT-1

The Youth Leader Formation Team has been working to support Johnsonburg's Social Justice Summit (July 24th – 27th) by helping spread the word to youth leaders, pastors and youth within the Highlands

Presbytery and recruiting chaperones for the event. Robin Ray from Highlands Presbyterian Church will be a chaperone and we are still finalizing an additional chaperone or two. Currently two youth from the Presbytery of the Highlands are signed up to attend the Social Justice Summit. Please encourage your youth to register by the end of May to take advantage of subsidies from the Presbytery and Synod, which will bring the cost down to just \$100 per youth.

YLFT-2

We are aware that the past two years of pandemic have posed significant challenges to youth ministry and the momentum of youth programs in churches. We are planning to offer a mini-retreat in late August for anyone involved in leading youth ministry within the Presbytery.

YLFT-3

Retreat, Refresh, Renew: A Support and Resource Gathering for Youth Ministry

August 28th from 2 – 6:30 pm at Camp Johnsonburg

The event will be free due to the generosity of Johnsonburg and the Presbytery of the Highlands!

Save the date and more information will be forthcoming!

Synod of the Northeast Mission
and Ministries Commission Report
May 10, 2022

From the April 28-30, 2022 Meeting:

Opening:

- Recognition of passing of Rev Harold Delhagen former Synod Leader.
- Presentation from Presbyterian Historical Society: encouraging sending documents especially during change times, deposits of original records free, digitalization of records a fee, contact David Staniunas at Dstaniunas@history.pcusa.org to be invited to remote meetings.
- Honoring retirement of Synod treasurer Alan Ford (from Highlands Presbytery NJ Bethlehem Church) and a job description of the position for new applicants which suggestions for new treasurer were asked for.
- Introduction of Mark Bennett new staff communications specialist (4/22), his first project is the 2021 Synod Annual Report which will be sent separately.
- Transitional Leader SanDawna Ashelys' Report: proceeding with the New Way Forward 2.0 with the question for all: "*What is your*

highest dream for what the relationship between Synod and Presbyteries can be?"

- Stated Clerk Nancy Talbots' Report:
 1. New Jersey Mission Communities Administrative Commission ended its transition year 2/22 and a meeting is planned to discuss what is going on in the new Presbyteries, lessons learned, and future plans. It is felt this is helpful to attendees and those neighbors who might choose to reorganize.
 2. Susquehanna Valley Administrative Commission, three members are needed.
 3. Triennium Funds (see committee report about monies available) from cancelled youth Triennial National event. Note \$100 available per participants for alternative events.
 4. Synod Overtures to 225 General Assembly (see committee report) POL-08 & TWE-13
 5. Synod Permanent Judicial Commission (2 cases)
 6. Synod Minutes Review
 7. Synod Assembly (see committee report)

Administrative Working Group

- Accepted the financial reports.
- Sub-Group approved to review the Audit Committee report-to meet in May.
- Passed is the "Presbytery Support Grant" (see form for criteria) for a total of \$200,000 and 20-40 K per request to be decided by conveners of the working groups and staff. This doesn't impair Synod assets <2% budgeted amount.
- Approved a live Synod Assembly Meeting for Oct 21-22 at the Desmond Hotel in Albany NY with "pre-event" Thursday Oct 20. A Covid Safety Task group will oversee regulations which will include proof of vaccination & boosting and a recent negative test for attendees. Each Presbytery will have 2 Ruling, 2 Teaching Elders and one YAV (Young Adult Volunteer) as (expenses paid) voting delegates to this. It will be brought as an amendment to the by-laws (now only suggested) that the Synod Representative be one of these elected to attend by the Presbytery. Stated Clerks & Presbytery Leaders have voice but no vote at this.
- Concurrence with 5 GA Overtures (see PCBiz for full documents):
 - ENV 11 On Protecting the Diversity of Creation
 - HSB 07 on Amending G-2.0804 regarding PC(USA) paid Family Leave

- MC-06 Amending G-3.0401 Mid councils to Facilitate Full Participation and Representations in Synods.
- MC 10 On Establishing a Task Force to Explore the Theology and Practice of Ordination to Ordered Ministry for Ruling Elders.
- RJG 08 On Offering an Apology to African Americans for the Sin of Slavery and Its Legacy.
- ALREADY done: POL 16 Amending F-1.0302 & F-1.0404 Regarding Abilities

Overtures Synod put forth for GA 224

1. ENV 07 On Fossil Fuel Divestment 3000876
2. POL 10 On Amending G-3.0106 to add an Antiracism Policy with Suggested Training for all members of Each Council 3000887

Overtures Synod put forth for GA 225

1. POL 08 On Amending G.2.301 To allow Congregations to Elect Members as Ruling Elders for Service to the Larger Church 3000883
2. TWE 13 On Initiating the Process to add a New Confession to the Book of Confessions 3001007

Deadline to register advocates for these is May 8th. Synod Voted to have Rev Jen Rodriguez (who was involved with the youth writing the confession) for TWE 13 and the leadership team to choose the advocate for POL 08.

Mission Working Group

1. Innovations Grants -13 applicants, none receive full funding due to budget restrictions: (reports upon request to Presbytery Rep OR Synod minutes)
2. Campus Ministry request from the University of Albany for \$2,500 was approved. Undistributed budgeted funds will be split (\$950) and sent to the 12 January applicants in addition to their original Higher Educational grant money was also approved.
3. Request from Johnsonburg Camp and Conference Center for \$7,500 (outside entity still leaving \$100 grants for individuals) for their Social Justice Summit (to be held the same date as would have been Triennium) was approved. Grants still available for "alternate events" for participants and chaperones.

Connectional Ministries

This team is just beginning to recover from Covid. Only the Coaching and the Mediation Networks are functioning. They did take visit to two Native American Congregations, trying to forge relationships: The Shinnecock

(reported at prior Synod Meeting) on Long Island NY and Brooks Church Hillburn NY and a trip to the Seneca Nation is planned for early summer.

Actions:

- 1- Brooks Church granted \$10,000 for emergency repairs (Social Justice fund?).
- 2- Puerto Rico Partnership was granted \$13,000 (PR Task Force) for repairs for Iglesia Presbiteriana en Utuado. Monies used from restricted donations and Maria Recovery Fund.
- 3- The request from the NY Council of Churches for \$5,000 tabled due to team attendance issues at this time.