



Presbytery of Coastal Carolina

One Presbytery ~ Three Covenant Communities

807 West King St • Elizabethtown, NC 28337

910-862-8300 • www.presbycc.org



TO: Members of the Presbytery and Commissioned Ruling Elders
Ruling Elder Commissioners
Guests of the Presbytery

You are cordially invited to a
Called Meeting of the Presbytery of Coastal Carolina
Graves Memorial Presbyterian Church
201 Fayetteville Street, Clinton, NC 28328

This “Called Meeting of Presbytery” will include four items for vote:

1. 2020 Minimum Terms of Call for Ministers and Christian Educators
2. 2020 General Assembly Commissioners and Alternates
3. Dissolution of Pike-Rocky Point Presbyterian Church
4. Dissolution of Pearsall Memorial Presbyterian Church

Registration and coffee fellowship begin at 8:30 AM. Moderator, Commissioned Ruling Elder, Trinidad Martinez will call the meeting to order promptly at 9:30 AM.

Childcare *will not* be offered.

Request excused absences at jankrause@presbycc.org or 910-862-8300 ext. 2.

We are grateful to Rev. Stephen Wilkins, Designated Pastor, the session, and congregation of Graves Memorial Presbyterian Church for hosting this meeting.

Rev. Jerrod Lowry
Stated Clerk

Presbytery of Coastal Carolina
Called Meeting of Presbytery
Graves Memorial Presbyterian Church
July 27, 2019

Agenda

9:30 AM	Call to Order and Opening Prayer	CRE Trinidad Martinez, Moderator
9:32 AM	Declaration of Quorum	Rev. Jerrod Lowry, Stated Clerk
9:35 AM	Welcome by Host Church	Rev. Stephen Wilkins, Pastor
9:40 AM	Appointment of Standing Committees	CRE Trinidad Martinez, Moderator
	<ul style="list-style-type: none">• Attendance• Temporary Clerks• Thanks	
9:43 AM	Adoption of Agenda	Rev. Pat Rabun, Chair of Mission Cabinet
9:45 AM	Stated Clerk's Report	Rev. Jerrod Lowry, Stated Clerk
9:50 AM	Service of Worship	
10:35 AM	Adoption of 2020 Minimum Terms of Call	Rev. Jerrod Lowry, Stated Clerk
10:40 AM	2020 GA Commissioners/Alternates	CRE, Trinidad Martinez, Moderator
10:45 AM	Dissolution of Churches	Rev, Jerrod Lowry, Stated Clerk
	<ul style="list-style-type: none">• Pike- Rocky Point Presbyterian Church• Pearsall Memorial Presbyterian Church	
11:10 AM	Attendance	Rev. Jerrod Lowry, Stated Clerk
11:13 AM	Thanks Committee	
11:20 AM	Adjourn with Prayer	CRE Trinidad Martinez, Moderator

Presbytery of Coastal Carolina
Stated Clerk's Report
July 27, 2019

- **Correspondence Received**

- Presbyterian Disaster Assistance awarded grants to support recovery efforts to the following:
 - Duplin County Long Term Recovery Group (\$50,000)
 - Carteret County Long Term Recovery Group (\$74,125)
 - First Presbyterian Church in Wilmington for housing volunteers (\$4,360)
 - Robeson County Long Term Recovery Group (\$50,000)
- Presbyterian Disaster Assistance extended the church damage grants offered to congregations in the presbytery recovering from Hurricane Florence. The following congregations applied and received a portion of \$150,000 toward their recovery:
 - New Hope PC (USA)
 - Grace PC (USA) in Beaufort
 - Cape Fear PC (USA)
 - First Morehead PC (USA)
 - First Jacksonville PC (USA)
 - Black River PC (USA)
 - Bethany PC (USA) in Wilmington
 - Oak Grove PC (USA)
 - Woodburn PC (USA)
 - Hallsville PC (USA)
 - Bethany PC (USA) in Lumberton
 - Shallotte PC (USA)
 - Highland PC (USA)
 - Church of the Covenant
 - Wallace PC (USA)
 - St. Pauls PC (USA)
- The Synod of The Mid-Atlantic awarded \$5,000 grants to support hurricane recovery efforts to the following:
 - Scotland County Long Term Recovery Group
 - Hoke County Long Term Recovery Group
 - Duplin County Long Term Recovery Group
- To ensure pastors in communities recovering from Hurricane Florence were attending to their own health and well-being Presbyterian Disaster Assistance offered grants for respite care. Nine pastors were awarded Clergy Respite.
- To ensure presbytery staff are attending to our health and well-being while supporting the recovery efforts of communities in our presbytery, a staff retreat has been organized for August 19-21. Presbyterian Disaster Assistance and the Synod of the Mid-Atlantic have provided grants to cover retreat expenses. Presbyterian Disaster Assistance is providing retreat facilitators.

- According to the Book of Order (D-10.0103) I must report to this council that correspondence included an allegation against a member of the presbytery. Once written correspondence was received by the stated clerk, the Executive Committee of the Mission Cabinet and the Moderator of Presbytery were contacted to inform them of receipt of an allegation. In accordance with The Presbytery Manual of Operation (10.03b) the Moderator of Presbytery appointed an Investigating Committee. That committee has been trained and is working to investigate the allegation. Let us pray for the Investigating Committee, the accused, those who came forth with accusations, and those that will be interviewed during this examination.

Presbytery of Coastal Carolina
Proposed 2020 Minimum Terms of Call
for full-time installed ministers

Financial Terms of Call

\$68,843 minimum

\$43,329	“effective salary”¹ (1% increase)
\$16,199	estimated Board of Pensions required dues ²
\$3,315	one-half of minister’s SECA tax ³
\$4,000	professional expenses reimbursement ⁴
\$2,000	additional salary, benefits, or reimbursement ⁵

Minimum terms of call assume a normal, full-time work week of 40 hours, with 2 days off each week.⁶

¹ **Effective salary** includes cash salary, housing allowance, and the value of the use of a manse, if provided.

◦ Effective salary also includes any optional Board of Pensions benefits (such as dental insurance), 403(b)(9) salary reduction contributions, medical reimbursement plans, annual bonus, and other compensation.

◦ See the Board of Pensions “total effective salary calculator” at www.pensions.org.

² **Board of Pension required dues** include medical coverage (25% of effective salary, based on a minimum salary of \$44,000); pension (11%), and death and disability coverage (1%)

³ **One-half** of SECA tax is 7.65% of salary and housing

⁴ **Expenses reimbursement:** an amount set aside for mileage, continuing education, and other professional expenses, available only through monthly submission of mileage records and receipts. At the end of the year, unused funds remain in the church account – they are not part of the minister’s salary.

◦ Mileage should be reimbursed at the IRS rate. Continuing education (including details of content and cost) must receive prior approval of the Session.

⁵ **Additional** funds provide choices appropriate to each minister’s situation and needs, such as medical reimbursement, deferred compensation, manse equity, additional professional expenses, etc. Decisions about how to use these funds must be made before congregational approval of terms of call for the new year and spelled out in the minutes of the congregation.

NOTE: By allocating “Additional Funds” to Effective Salary items, premiums for BOP and SECA may increase. Take those increases into account when allocating the additional funds. Changes may also impact the minister’s tax burden.

⁶ **Work schedule:** Since a minister’s actual schedule is unpredictable, work hours often vary week to week. Even on days off, the minister is usually still “on call.” Therefore, the Session and the minister must exercise flexibility, balancing work and rest to avoid pastoral burnout.

Important Notes:

1. The division of funds between Professional Expenses and Continuing Education should be determined by the session in consultation with the pastor. The division of funds can vary from year to year.

- **Accountable Reimbursable Expenses** are usual, customary and reasonable expenses incurred in support of the ministry provided to the congregation by the pastor. They do not include commuting from home to church/office. Expenses are reimbursed upon the submission of appropriate receipts or mileage logs and **should not** be paid in regular monthly installments. **If** Accountable Expenses **are** paid in monthly installments then they **must** be counted as income and listed on the pastor's W-2 form. Pension, Disability, and Medical Dues would also have to be paid on them. It is up to the pastors to monitor their use of Accountable Expense funds so as not to run over by the end of the year.
Any unused funds revert to the church treasury at the end of the year. Unexpended budgeted funds for Accountable Reimbursable Expenses are **not** available to a pastor as compensation.
 - Since **Continuing Education** funds are provided by the church in order to equip the pastor to be a more effective leader in the congregation, it is the responsibility of the pastor to consult with the session about the content, location, and cost of any continuing education before taking time off or incurring costs. The expenses will be reimbursed (within the limits of the agreement) upon presentation of receipts. Accrued Continuing Education time and money are forfeited upon dissolution of the pastoral relationship. Unexpended Continuing Education money are **not** available to a pastor as compensation.
2. For negotiations for service **less than full-time**, a normal (full time) work week is considered as 40 hours.
 3. **Other benefits** (part of minimum terms of call):
 - a. Vacation of 4 weeks including 4 Sundays.
 - b. Study Leave of 2 weeks including 2 Sundays. The purpose of Study Leave will be planned in consultation with the Session.
 - c. Holidays as established by Presbytery policy.
 - d. Full usual, customary, & reasonable cost of moving to the field by a licensed carrier.
 - e. FAMILY LEAVE is recommended.

EITHER

- A. FAMILY LEAVE is a mutual agreement between the Session and Pastor for the good and welfare of the whole of God's holy people. *A Covenant of Care and Compassion* is a formal opportunity to express agreement in family leave policies. Guidelines for *A Declaration of Family Leave Policy* and *A Covenant for Care and Compassion* are available at the Presbytery Office.

OR

- B. FAMILY LEAVE is time released for medical care and treatment.
 - Sick Leave shall accumulate at least 1 ¼ days each month to 90 days total. Sick Leave of 5 days shall be accrued to newly installed pastors. When sick leave taken exceeds 5 days in a 6-month period, a church may require a statement from the attending physician.
 - Maternity/Paternity Leave – 4 weeks with payment of salary and benefits excluding reimbursable expenses. An additional two (2) weeks may be granted from accumulated sick leave if needed.
 - Adoptive Leave – 4 weeks with payment of salary and benefits excluding reimbursable expenses.

PROPOSED 2020 minimum terms of call – reflects a 1% increase in Salary

Presbytery of Coastal Carolina
Commission on Ministry Minimum 2020 Terms of Call
Full Time¹ Certified Christian Educators

Salary (including suitable health and retirement plans)	\$45,753.00
Reimbursable Expenses ²	\$1,225.00
Additional Compensation ³ (to be allocated in consultation with the employee)	\$600.00
Total Minimum compensation for 2020	\$47,578.00

Full Time¹ Certified **Associate** Christian Educators

Salary (including suitable health and retirement plans)	\$40,602.00
Reimbursable Expenses ²	\$1,225.00
Additional Compensation ³ (to be allocated in consultation with the employee)	\$600.00
Total Minimum compensation for 2020	\$42,427.00

Notes:

¹ For negotiations for service **less than full-time**, a normal (full time) work week is considered as 40 hours.

² **Reimbursable expenses:** an amount set aside for mileage, continuing education, and other professional expenses, available only through monthly submission of mileage records and receipts. At the end of the year, unused funds remain in the church account – they are not part of the educator’s salary.

- Mileage should be reimbursed at the IRS rate.
- Continuing education (including details of content and cost) must receive prior approval of the Session.

³ **Additional compensation** provides choices appropriate to each educator’s situation and needs and should be added to salary, health coverage, retirement coverage, or expenses before a contract is approved.

Other benefits (part of minimum terms of call)

- a. Vacation of 4 weeks including 4 Sundays.
- b. Study Leave of 2 weeks including 2 Sundays. The purpose of Study Leave (Continuing Education) will be planned in consultation with the Session.
- c. Holidays as established by Presbytery policy.
- d. Full usual, customary, & reasonable cost of moving to the field by a licensed carrier.

e. FAMILY LEAVE is recommended.

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A. FAMILY LEAVE is a mutual agreement between the Session and Educator for the good and welfare of the whole of God's holy people. *A Covenant of Care and Compassion* is a formal opportunity to express agreement in family leave policies. Guidelines for *A Declaration of Family Leave Policy* and *A Covenant for Care and Compassion* are available at the Presbytery Office.

OR

B. FAMILY LEAVE is time released for medical care and treatment.

- Sick Leave shall accumulate at least 1 ¼ days each month to 90 days total. Sick Leave of 5 days shall be accrued to newly employed educators. When sick leave taken exceeds 5 days in a 6-month period, a church may require a statement from the attending physician.
- Maternity/Paternity Leave – 4 weeks with payment of salary and benefits, excluding reimbursable expenses. An additional two (2) weeks may be granted from accumulated sick leave if needed.
- Adoptive Leave – 4 weeks with payment of salary and benefits excluding reimbursable expenses.

Presbytery of Coastal Carolina
July 27, 2019

Committee on Nominations

The Committee on Nominations places before the Presbytery the following names for **Principal Commissioners** to 2020 General Assembly in Baltimore (served as alternates in 2018):

Community	Name	Church	Ethnic	Gender
Central TE	Johnie Bennett*	Honorably Retired	AA	M
Central RE	Robert C Hill, Sr.	Parkton	W	M
East TE	Emile Harley	Winter Park	W	M
East RE	Matlynn Yeoman	Chestnut Street	AA	F
West TE	Karen Allen	Brownson Memorial	W	F
West RE	Linda Hayes	First, Dunn	W	F

*Johnie Bennett replaces Evan Harrison who is working in New Hope Presbytery

Alternate Commissioners to 2020 General Assembly in Baltimore – **Principal Commissioners** to 2022 General Assembly in Columbus, Ohio (Alternate commissioners for 2020 (principals for 2022) will need to continue to meet the criteria for attendance, participation, and support of the ministry of the Presbytery in order to retain their standing as principal commissioners for 2020).

Note: According to the criteria that presbytery has established for ruling elder commissioners to General Assembly, fifty-four churches were eligible to submit applications for elder commissioners. We received four applications. According to the criteria that presbytery has established for teaching elder commissioners to General Assembly, forty-six were eligible to submit applications. We received four applications.

Community	Name	Church	Ethnic	Gender
East TE	Eduardo Moreno	Fuente de Agua Viva	H	M
East TE	Pat Rabun	Little Chapel	W	M
West TE	John Taylor	Jonesboro	W	M
West RE	Wendy Tomczak	Priest Hill	W	F
West RE	Aziz Ahmad	Brownson Memorial	W	M
West RE	John Kelly	Ephesus	W	M

Commission on Ministry
Presbytery of Coastal Carolina
**Recommendation Regarding
Pike Rocky Point Presbyterian Church**

Background: The stated clerk for the Presbytery of Coastal Carolina and the East Commission on Ministry were notified that the congregation of Pike Rocky Point Presbyterian Church would hold their last worship service on Easter Sunday, April 21, 2019. Since the congregation did not have enough elders serving to constitute an active session, East COM recommended to the East Community Gathering (June 2019) that an Administrative Commission assume original jurisdiction. In accordance with The Commission on Ministry Handbook (section 4.15 of Appendix K), the East Community voted on June 15, 2019 to establish an Administrative Commission with original jurisdiction. That AC has been authorized to operate as the session of the congregation. However, presbytery is the body with authority to dissolve the congregation and sell property. Therefore, as stated clerk, I move the following for action:

Motion:

- A. **Dissolution of the Congregation:** That the Presbytery of Coastal Carolina dissolve the congregation of Pike Rocky Point Presbyterian Church, Inc., 7450 US Highway 117 South, Rocky Point, NC 28457 effective July 27, 2019,
- B. **Composition of the AC:** That the members of the Administrative Commission formed by the East Community continue to serve to complete the dissolution:
- Doug Cushing, Teaching Elder, the Bridge Presbyterian Church
 - Barbara Hedin, Teaching Elder, Honorably Retired
 - Betty Glenn, Ruling Elder, Chestnut Street Presbyterian Church
 - Jeff Turpin, Ruling Elder, St. Andrews-Covenant Presbyterian Church
 - Carolyn Evan, Ruling Elder, Westminster/Wilmington Presbyterian Church
- C. **Additional Powers:** The AC is authorized to sell all property related to the Pike Rocky Point Presbyterian Church at 7450 US Highway 117 South, Rocky Point, NC 28457 and cemetery located at 3738 U.S. 117 South, Saint Helena, North Carolina 28425, and that the proceeds from the sale be deposited into a designated account with the Presbytery of Coastal Carolina,
1. That this AC is hereby empowered:
 - a. to wind up the affairs of the church,
 - b. to receive the Session Records (minutes, rolls, and any other permanent records of the congregation), to retain these records as long as is necessary to wind up affairs, and then to deposit them with the Stated Clerk of the Presbytery, who will then forward to Presbyterian Historical Society,
 - c. to work with the Stated Clerk of the Presbytery to grant letters of transfer to members whose names are still on the roll,

- d. to take possession of all real and personal property, financial records, inventories of equipment, and arrange for transfer of title to the Presbytery of all accounts and real property known to be in the possession of Pike Rocky Point Presbyterian Church,
- e. to make a recommendation to the Presbytery about the future use of the net cash proceeds of the accounts and funds from sale of the church,
- f. to approve the disposition of property or to arrange for its retention and storage for future use at the direction of the presbytery,
- g. to assure that the church property continues to be covered by appropriate insurance coverage until it is sold or otherwise disposed of,
- h. to assert claim of the presbytery to any property of the Pike Rocky Point Presbyterian Church not known at this time or property which may come to the Pike Rocky Point Presbyterian Church as the beneficiary of a will or trust not known at this time,
- i. to dissolve the Corporation by fulfilling all legal requirement to do so, and
- j. to file a final report with the presbytery as to the fulfillment of these duties.

Commission on Ministry
Presbytery of Coastal Carolina
Recommendation Regarding
Pearsall Memorial Presbyterian Church

Background: After careful consideration and much prayer the Session and members of the congregation of Pearsall Memorial Presbyterian Church of Wilmington request that the congregation be dissolved by the Presbytery of Coastal Carolina. In this process the Session (under the helpful leadership of Rev. Aaron Doll) has worked closely with the leadership of the presbytery at every step along the way, even requesting of the East Commission on Ministry that a committee be formed to counsel and guide the session as it nears the end of its ministry. The following served as the committee of counsel:

- Jerry Bron, Teaching Elder, Honorably Retired
- Hannah Vaughan, Teaching Elder, Honorably Retired
- Becky Jones, Ruling Elder, First Presbyterian Wilmington
- Paul Albritton, Ruling Elder, Windermere Presbyterian Church
- Jeff Turpin, Ruling Elder, St. Andrews-Covenant Presbyterian Church

Pearsall Memorial Presbyterian Church celebrated their last worship service on June 30, 2019. Therefore, as Stated Clerk of the Presbytery of Coastal Carolina, I move the following:

Motion:

- A. Dissolution of the Congregation:** That, at the request of the Session and congregation of Pearsall Memorial Presbyterian Church, 3902 Market, St., Wilmington, NC, the Presbytery of Coastal Carolina appoint an Administrative Commission (AC) with powers of original jurisdiction to effectuate the dissolution of Pearsall Memorial Presbyterian Church on July 27, 2019.
- B. Composition of the AC:** That the members of the Administrative Commission (AC) so formed are:
- Jerry Bron, Teaching Elder, Honorably Retired
 - Hannah Vaughan, Teaching Elder, Honorably Retired
 - Becky Jones, Ruling Elder, First Presbyterian Wilmington
 - Paul Albritton, Ruling Elder, Windermere Presbyterian Church
 - Jeff Turpin, Ruling Elder, St. Andrews-Covenant Presbyterian Church,
- C. Additional Powers:** The AC is authorized to market and sell the Pearsall Memorial Presbyterian Church property at 3902 Market St., Wilmington, NC, and that the proceeds

from the sale be deposited into a designated account with the Presbytery of Coastal Carolina,

- That this AC is hereby empowered:
 - a. to receive the Session Records (minutes, rolls, and any other permanent records of the congregation), to retain these records as long as is necessary to wind up affairs, and then to deposit them with the Stated Clerk of the Presbytery, who will then forward to Presbyterian Historical Society,
 - b. to work with the Stated Clerk of the Presbyter to grant letters of transfer to members whose names are still on the roll,
 - c. to take possession of all real and personal property, financial records, inventories of equipment, and arrange for transfer of title to the Presbytery of all accounts and real property know to be in the possession of Pearsall Memorial Presbyterian Church of Wilmington,
 - d. to make a recommendation to the Presbytery about the future use of the net cash proceeds from the accounts and sale of the church
 - e. approve the disposition of property or to arrange for its retention and storage for future use at the direction of the presbytery.
 - f. To assure that the church property continues to be covered by appropriate insurance coverage until it is sold or otherwise disposed of,
 - g. To assert claim of the presbytery to any property of the Pearsall Memorial Presbyterian Church of Wilmington not known at this time or property which may come to the Pearsall Memorial Presbyterian Church of Wilmington as the beneficiary of a will or trust not known at this time,
 - h. To dissolve the Corporation by fulfilling all legal requirements to do so, and
 - i. File a final report with the presbytery as to the fulfillment of these duties.