



The Synod of the Covenant

Presbyterian Church (U.S.A.)

**Synod of the Covenant
Annual Assembly
Consent Agenda and Clerk's Report
October 22, 2022**

1. **To seat** as corresponding members the following executive presbyters, general presbyters, presbytery leaders and stated clerks in attendance at this meeting: Elder Lisa Allgood (Cincinnati), Rev. Erwin Goedicke (Cincinnati), CRE Charon Barconey (Detroit), Rev. Marianne Grano (Detroit), Rev. Cathy Ulrich (Eastminster), Rev. Ted McCulloch (Lake Huron), Rev. Fran Lane-Lawrence (Lake Michigan), Rev. Cal Bremer (Lake Michigan), Elder Kay Morrill (Mackinac), Rev. Matt Meinke (Maumee Valley), Rev. Dean McGormley (Maumee Valley), Rev. Terry Kukuk (Miami Valley), Rev. Lynn Bova (Miami Valley), Rev. Matt Skolnik (Muskingum Valley), CRE Tim Pollock (Muskingum Valley), Rev. Bill Gause (Scioto Valley), Rev. Sharon Core (Western Reserve), Elder Judy Mitchell (Western Reserve).
2. **To excuse** the following commissioners at their request: James Bennett, Michael March, Sandy Seaton Todd, and Diane Ziegler.
3. **To seat** as corresponding members guest teaching elders and ruling elders from congregations within the Synod of the Covenant in attendance at this meeting.
4. **To approve** the Minutes of the Assembly of the Synod of the Covenant of May 3, 2021. (CA-1 in the Assembly Papers)
5. **To receive** the following report of the Trustees (Finance Committee) regarding actions taken on behalf of the Synod (CA-2 fuller report with rationale can be found in the Assembly Papers and will be filed as an attachment to the minutes):

April 22, 2022

1. Release of lien: First Presbyterian Kalamazoo:

The SOC Trustees received a request to release a lien of \$20,000 for the First Presbyterian Church Kalamazoo. Motion moved by Susan Vlcek and seconded by Joe Salvato. The discussion reflected the rationale for the motion, as well as the authority given to Board of Trustees to release a lien. **Unanimously approved.**

2. Re-establish monthly committee meeting dates:

Motion made to change regular monthly meetings from the third Friday of the month at 8:00 am to the fourth Friday of the month at 8:00 am. Joe Salvato moved, and Susan Vlcek seconded. The discussion reflected Martha Blenman's very important commitment to a food bank on the third Friday at 8:30 am. **Unanimously approved.**

May 27, 2022

- 3. Presbyterian Peace Network for Korea (PPNK)** requested for a SOC insurance rider for their retreat (Board of Trustee refusal), and Board of Trustee termination of our undefined relationship with PPNK. ([Presbyterian Peace Network for Korea](#)): Susan Vlcek moved, and Ted Fines seconded the motion to give Charles Hardwick, Executive, and Martha Blenman, Treasurer the authority to work with PPNK to terminate any business relationship now standing and return PPNK funds currently held by the SOC by 7.31.22. **The motion unanimously passed.**

- 4. Review of New Covenant SOC General Fund Income and Growth funds:** Frank Walburg moved and Susan Vlcek seconded the motion to cease 2nd quarter draws from the New Covenant SOC General Fund – Income, New Covenant SOC General Fund – Growth, and New Covenant Trust SOC Special Trust – Equity; and draw from the PILP Money Market Mission Account. **Motion unanimously passed.**

June 10, 2022

5. Ink Business Credit card:

Motion: "To establish an "Ink Business Credit Card" account with Chase Bank for the Synod. New cards will be issued to the Executive, currently Charles Hardwick, and the Office Manager, currently Heather Johnson. The old cards will be destroyed. Account limit of \$5,000. Treasurer, Martha Blenman and Corporate President, Frank Walburg to sign the application." **Motion was made, vote taken, and passed.**

June 30, 2022

6. Receivables/Loans write-off on the 12/31/2021 Balance Sheet:

Susan Vlcek moved to write-off all the components of the \$8,637.00 net balance, and Joe Salvato seconded. **Unanimously approved.**

7. Update on Presbytery Peace Network for Korea status from Executive:

Susan Vlcek moved, and Ted Fines seconded the motion to give Charles Hardwick, Executive, and Martha Blenman, Treasurer, authority to work with PPNK to terminate any business relationship now standing and return PPNK funds currently held by the SOC by 7.31.22. **The motion was unanimously passed.**

- 8. Engagement Letter for DeMarco & Associates review of SOC 2021 results:**
A Motion was made and seconded to accept the DeMarco engagement letter and was **unanimously approved**.
- 9. Fall Assembly mileage for commissioners - \$0.14 or higher (\$0.30 in Old Operations Manual dated Oct 4-5, 2006):** Ted Fines made the motion to reimburse \$.30 per mile for commissioners for the Fall Assembly 2022. Susan Vlcek seconded and was **unanimously approved**.

July 22, 2022

- 10. Synod per capita recommendation to the Assembly for 2023 and 2024:**
Joe Salvato motioned to recommend to the Synod the per capita rate of \$3.25 for 2023. Susan Vlcek seconded, and it was **unanimously approved**. After a short discussion, Susan Vlcek made a second motion to recommend to the Synod the same per capita rate of \$3.25 for 2024. Joe Salvato seconded and it was **unanimously approved**.

August 26, 2022

- 11. To clarify the 2/18/22 Trustee motion, with the following motion:**
"To clarify the 2/18/22 Trustee motion regarding the Chase Bank accounts and signing authority: The Treasurer, currently Martha Blenman, has full authority for approving all transactions related to Chase Bank Accounts. The corporate President, currently Frank Walburg, has full authority to approve all transactions related to Chase Bank Accounts. Chase Bank accounts are Checking, Savings, Credit Card, and Debit Card." Frank Walburg motioned, and Joe Salvato seconded. Martha Blenman stated there are now three corporate credit cards for Charles Harwick, Executive, Heather Johnston, Office Manager, and Martha Blenman, Treasurer. Martha Blenman will have her card canceled. By necessity, in the past personal credit cards were used. A debit card has also been issued to facilitate regular monthly charges for vendors who only take payments via debit cards. **The motion unanimously passed.**
- 12. The final payment to PPNK is still in process.** (\$4,757.17 was sent.) Reply received from PPNK with their numbers. Martha Blenman, Treasurer reconciled. Additional due PPNK \$1,710.59 for a total of \$6,467.76." Ted Fines motioned to approve the wiring of an additional \$1,710.59. Frank Walburg seconded, and the **motion unanimously passed**. The total of both wires will be \$6,467.76. This effectively severs the financial relationship of the Synod Board of Trustees and the Presbyterian Peace Network for Korea.
- 13. Q22 New Covenant, New Covenant Trust, PILP Analysis:**

Frank Walburg made the following motion related to new business item 2 (2Q22 New Covenant . . .), and Ted Fines seconded: “Move that the draws from the New Covenant SOC General Fund-Income, New Covenant SOC General Fund-Growth, and New Covenant Trust SOC Special Trust-Equity be suspended for 3Q22, 4Q22, 1Q23, 2Q23, 3Q23, and 4Q23. Quarterly draws to be taken from Money Market Account @ PILP.” **Motion unanimously passed.**

September 28, 2022

14. Approval of the attached SOC 2023 Operating Budget:

Garrett Mostowski motioned to approve the budget, Andrew Pomerville seconded, and it was **unanimously approved**. The final budget is to be submitted by Frank Walburg to the Stated Clerk by October 6, 2022, for the fall Assembly.

15. Trustee approval for Martha Blenman, Treasurer/Frank Walburg, Corporate President, to seek engagement letters for 2023 for Skillman Group PLC, DSC Inc, DeMarco & Associates CPA LLC:

It was emphasized this approval was only to seek engagement letters for Skillman and DeMarco services. Ted Fines inquired about fees, and Frank Walburg responded we might negotiate an engagement letter including fees, but would not sign an engagement letter without seeking the Trustee's approval. Ted Fines motioned and Garrett Mostowski seconded the motion, and it was **unanimously approved**.

16. Review of Draft SOC 2021 Reviewed Financial Statements:

A motion was for the Trustees to accept and pass the DeMarco Review of the Draft 2021 Reviewed Financial Statements to the Assembly, with the understanding there would be a final report. Ted Fines so moved this motion and Garrett Mostowski seconded. It was **unanimously approved**.

6. **To receive** the Report of the Stated Clerk for today as follows:

**Report of the Stated Clerk
Fran Lane-Lawrence
October 22, 2022**

1. **REVIEWS OF 2021 PRESBYTERY MINUTES:** A review of the 2021 Minutes has been completed. The minutes of the following presbyteries were approved without exception: Cincinnati, Detroit, Eastminster, Lake Huron, Lake Mackinac, Lake Michigan, Miami Valley, and Muskingum Valley.

The minutes of the Presbytery of Western Reserve were reviewed with the following exceptions requiring corrective actions:

- a. The commission and scope of AC needs to be written in the minutes, not just the Call Letter.

- b. The moderator declares a quorum.
- c. There needs to be consistency in referring to members (Rev. RE, TE, Stated Clerk, Moderator, etc.) If a woman is referred to as Ms., Men need to be referred to as Mr.
- d. Acronyms need to be spelled out when used for the first time (C)OO/BOT)
- e. Typos:
 - a. Pg 12 Racial Equity Education Grant
 - b. Pg 29 Bread for the World (first reference, it is correct in other parts of the paragraph).
 - c. Pg 30 Min Adv with Homeless, Last sentence, to not ~~to~~ schedule . . .
 - d. Pg 31 2nd paragraph, last word chaplain
 - e. Pg 35 AC list in Consent Agenda does not match COM AC listed on pg 38

Minutes for Maumee Valley and Scioto Valley were not reviewed.

- 2. **225TH GENERAL ASSEMBLY REVIEW OF 2020 SYNOD OF THE COVENANT MINUTES:** The minutes of the Synod of the Covenant for 2020 were reviewed, and the following are the results. The 2020 Minutes of the Synod of the Covenant were approved by the 225th General Assembly (2022) with no exceptions or comments. (CA-3)
- 3. **225TH GENERAL ASSEMBLY REVIEW OF 202 SYNOD OF THE COVENANT MINUTES:** The 2021 Minutes of the Synod of the Covenant were approved by the 225th General Assembly (2022) with the following exceptions: (CA-4)

2021Exceptions:

- 1. According to checklist item 8, a quorum was not until the October 7-9, 2021. The AC/Synod met six times in 2021.
- 2. According to checklist item 9 and the minutes, the Lord's Supper was not observed
- 3. According to checklist item 10 and the minutes, there was no report of the Committee on Representation to the Assembly
- 4. According to checklist item 15 and the minutes, there was no record that the presbyteries ' minutes were reviewed
- 5. According to checklist item 20 and the minutes, there is no indication that synod minutes were reviewed and approved by their own process.
- 6. According to checklist item 22a and the minutes, there is no indication of the list of SPJC members who have rotated off the commission
- 7. According to checklist items 22b and the minutes, there is no indication of property and liability insurance carried by the synod

Comments:

The 2021 Minutes Book for the Synod of the Covenant has been reviewed and consideration given to the administrative clerks encountering illness and not available to fully carry out their duties.

4. **DECISION OF THE SYNOD OF THE COVENANT PERMANENT JUDICIAL COMMISSION IN DISCIPLINARY CASE 221-01, PRESBYTERY OF LAKE HURON V. REV. DR. DANIEL SAPERSTEIN (CA-6):** The Rev. Dan Saperstein pled guilty to the following charges according to the signed Alternative Form of Resolution approved on June 23, 2022:
1. Rev. Saperstein acted in a manner that violated Scripture and the Constitution of the Presbyterian Church (U.S.A.) and misused his position as Executive Presbyter of the Presbytery of Lake Huron by:
 - a. Engaging in sexual misconduct with a subordinate employee while in a supervisory relationship with said employee, through misuse of ordered ministry of position and,
 - b. Failing to serve as a friend among his colleagues in ministry to further the peace, unity, and purity of the church.

In response to these charges, Rev. Saperstein has agreed to plead guilty and accept the censure of “temporary exclusion from the exercise of ordered ministry” for a period of ninety days.

5. Former members for the last six years of the **Synod of the Covenant Permanent Judicial Commission** who may be called upon when necessary to constitute a quorum (D-5.0206b).

Class of 2022: Lori Schmidt, Stefanie Lewis, Sung Yang

Class of 2020: Catherine Borchart, Richard Mickley, Rhonda O’Reilly

Class of 2018: Fred Bohse, Russell Brandt, Norma Carnahan, Greg Gibson

Class of 2016: Doyll H. Andrews, Jr, Beverly Esterly, Inkyu Park (Eastminster)

6. **INVESTIGATING COMMITTEE:** In response to the written statement of offense received by the stated clerk of the Presbytery of Detroit, and for which the Synod of the Covenant assumed jurisdiction. The Investigating Committee has determined, in accordance with G-3.0102 and D-2.0203b, that there are no probable grounds or cause to believe an offense was committed by the accused. All parties were informed of the decision. This matter is closed.
7. **COMPLAINT – McCafferty v Presbytery of Lake Michigan:** The Synod of the Covenant Permanent Judicial Commission issued the following decision and order on August 3, 2022, in response to the Complaint of Delinquency filed by the Rev. Tiffany McCafferty v Presbytery of Lake Michigan. (Complete findings and decisions can be found in the Synod Papers. (CA-5)

Finding

Upon examination of the Complaint and all supporting papers as required by D-6.0305, this Commission finds that it has jurisdiction over this matter and that the Complainant has standing to bring the Complaint. However, this Commission finds that it was not timely filed in that no irregularity or discrepancy is alleged by the Complaint to have occurred within the requisite time period. Moreover, this Commission finds that the Complaint, assuming all facts as alleged by Complainant, fails to state a claim upon which relief can be granted. Because two of the requirements of D-6.0305 have not been met, this Commission is required to dismiss this case pursuant to D-6.0306(c).

Order.

IT IS THEREFORE ORDERED pursuant to the requirements of D-6.0305 and D-6.0306(c); the Complaint is hereby dismissed.

7. LEADERWISE BOUNDARY AND ETHICS TRAINING for 2022:

- *Introduction to Boundaries*, November 16-17, 2022, from 6:00 p.m. - 9:30 p.m.

The deadline for Registration is November 7, 2022, for November. Participants must be present for all 5 hours of training to receive credit. The cost is fully paid by the Synod and Presbyteries.

8. MEETINGS OF THE SYNOD ASSEMBLY: The dates for Synod Assemblies in 2022 and 2023 are as follows:

- a. Tuesday, January 31, 2023, at 4:30 p.m. via Zoom
- b. Tuesday, May 2, 2023, at 4:30 p.m. via Zoom
- c. Friday – Saturday, October 20-21, 2023 Retreat and Annual Meeting - TBD

Executive and General Presbyters, Stated Clerks and any other interested parties are welcome to attend.

9. Rev. Tom James (Maumee Valley) has been appointed to serve on the Ohio Council of Church – Faith and Order Commission for the class of 2022-2023 on behalf of the Synod of the Covenant.

THIS ENDS THE CONSENT AGENDA AND REPORT OF THE STATED CLERK

**The Next Synod Assembly is scheduled
For January 31, 2023 at 4:30 p.m. via Zoom**



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