

**Foothills Presbytery Stated Meeting #112**  
**Presbyterian Church (U.S.A.)**



**Central Presbyterian Church**  
1404 North Boulevard  
Anderson, SC 29621  
864-226-3468

**COMMISSIONER'S HANDBOOK**  
**February 18, 2020 – 10:00 am**  
**Registration: 9:30 am**

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## **Directions to Central Presbyterian Church, Anderson**

From Greenville on I-85 South:

Take exit 27 onto SC-81, Left toward Anderson 8.9 m

Turn right onto N. Boulevard .1 m

The church is on the right

From Fair Play on I-85 North:

Take exit 19A to merge onto SC-28 E / US-76 E /  
Clemson Blvd toward Anderson 5.0 m

Turn Left onto N Boulevard 0.5 m

The church is on the left

## A Brief History of Central Presbyterian Church

Central Presbyterian Church of Anderson, SC was organized as a congregation on September 23, 1900 by what was then known as the South Carolina Presbytery. Two years later the church had completed a beautiful facility on the corner of North Main and West Orr Street and the first service was held in it on December 28, 1902. This building served the church for 55 years, at which time church growth and space constraints in the downtown area led the congregation to purchase property and build a new church on North Boulevard in its current location. On September 8, 1957 the church began holding services in its new facilities. Another major addition and renovation were completed in 2000, as the church completed its first century.

Central began sponsoring Boy Scout troop 84 in 1928 and has been doing so for 85 years now. Last year the church added sponsorship of Cub Scout Pack 15. A Weekday Kindergarten and Preschool was begun in 1960 and is still going strong 53 years later. A Mother's Morning Out program has been added to serve infants and toddlers, and a very successful summer children's program known as "Summer Fun." Vacation Bible School is also a highlight of each summer. A group for older adults, known as the Centralites, was started in the early 1970's and continues to be active.

Central Presbyterian Church is blessed with strong youth and children's programs. A fine music program includes choirs for children, youth, and adults, as well as handbell choirs. The church is very involved in local and international mission projects and has an annual "over and above" mission drive to assist in the funding of such projects. A number of church members through the years have been called into the ministry, the mission field, and the field of Christian education.



## Foothills Presbytery

### Caring, Empowering and Celebrating the Churches in Foothills Presbytery

- Faith:** COM - Care and discipline of our Teaching Elders, Ruling Elders and Sessions
- Hope:** CPM - Guidance for those seeking ordination as a Teaching Elder in the PCUSA
- Love:** CSM - Empowering, connecting and celebrating the shared ministry of Foothill's Churches

#### MISSION

The identity, mission and ministry of Foothills Presbytery is rooted in the Constitution of the Presbyterian Church (USA):

1. G-3.03 "The presbytery is responsible for the government of the church throughout its district, and for assisting and supporting the witness of the congregations to the sovereign activity of God in the world, so that all congregations become communities of faith, hope, love and witness. As it leads and guides the witness of its congregations, the presbytery shall keep before it the marks of the Church (F-1.0302), the notes by which Presbyterian and Reformed communities have identified themselves through history (F-1.0303) and the six Great Ends of the Church (F-10304).

In light of this charge, the presbytery has responsibility over **Ecclesial ministry** and the power to:

- a. Provide that the Word of God may be truly preached and heard;
  - b. Nurture the covenant community of disciples of Christ;
  - c. Provide that the Sacraments may be rightly administered and received.
2. G-2.0201 **Diaconal ministry** "as set forth in Scripture is one of compassion, witness, and service sharing the redeeming love of Jesus Christ for the poor, the hungry, the sick, the lost, the friendless, the oppressed, those burdened by unjust policies or structures or anyone in distress."

As the Council of the Presbyterian Church in the United States of America for the congregations in the six Upstate Counties in South Carolina, by the Grace of God we gather to joyfully celebrate this Calling.

# Foothills Presbytery

## COORDINATING COUNCIL

(Worship, COM, CSM, Finance, Personnel, Bills & Overtures, Representation & Review, Nominations, REC)

### CORE MISSIONAL COMMITTEES

#### Committee on Ministry (21)

Triennial Visitation  
Pulpit Supply  
Work of the Ministry/Terms of Call  
PNC Training and Liaisons  
Exam Commission  
Commission on Ruling Elders  
Certified Christian Educators  
Sexual Ethics and Child Protection  
Small Church Working Group

**FAITH**

#### Committee on Shared Ministry (24)

Leadership Development  
Mission Outreach  
Pastoral Support and Peer Groups  
Technology and Communication  
Hospitality  
Curriculum and Resources  
Outdoor Ministry  
Presbytery Youth Council  
Campus Ministry  
Safe Place  
Presbyterian Women  
Regional Connectors

**LOVE**

#### Committee on Preparation for

#### Ministry (18)

Session Liaisons  
Student Liaisons  
Education  
Scholarships & Finance  
Ordination Exams

**HOPE**

# FOOTHILLS PRESBYTERY

## The 112<sup>th</sup> Stated Meeting February 18, 2020 Central Presbyterian Church

ORIENTATION FOR NEW ELDER COMMISSIONERS:	9:45
Order of the Day:	
A. Special Event	11:45
B. Lunch & Fellowship	12:15

### **OPENING AND WORSHIP**

I. Call to Order and Establishment of a Quorum: Sidney Mize	10:00
II. Welcome from the Host Church:                      Rev. David Bailey Acknowledgement of Visitors and Elders attending of the first time.	
III. Worship:	10:15
IV. Break	11:00

### **Special Event**

Olanda Carr program	11:10
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### **BUSINESS**

V. Presentation and Adoption of the Docket	11:40
VI. Report of the Stated Clerk	11:45
A. Communications                                      Debbie Foster, Stated Clerk                      11:50 Synod of the South Atlantic                      Joyce Lieberman Board of Pensions Update                        Elizabeth Little Presbyterian Communities                      Franklin Fant Montreat Inn                                        Jim Caprell	

VII. Lunch and Fellowship	12:15
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X. Ecclesial and Diaconal Committees:	
A. Committee on Ministry	

Committee Report	Nath Briley	1:00
Examinations Commission	Elizabeth Clayton	1:10
B. <i>Committee on Preparation for Ministry</i>	Dennis Tedder	
C. Committee on Shared Ministry	Pressley Cox, Chair	1:20
<b>XI. Report of the Coordinating Council:</b>	Mike Hoyt	1:30
A. Nominations	Dick Christopher	1:40
B. <i>Representation and Review</i>	Elizabeth Jones	
C. Finance and Stewardship	Dennis Latham	1:45
D. <i>Racial Ethnic Cabinet</i>	Michael Sullivan	
E. <i>Bills and Overtures</i>	Bill Lancaster	
E. <i>Personnel</i>	Tom Evans, Chair	
F. <i>Worship</i>	Holt Andrews	

**XI. New Business**

**XII. Adjournment and Closing Prayer:**

*Action of the Minutes: That the Stated Clerk, the Associate Stated Clerk, the Parliamentarian and the Moderator be empowered to read and approve of the Minutes.*

**NEXT STATED MEETING: SC5 Convocation: Presbyterian College, Clinton, SC**

**Friday, May 15: Convocation Gathering of the 5 Presbyteries of South Carolina: GA Stated Clerk: J. Herbert Nelson, preaching**

**Saturday, May 16: May Stated Meeting of Presbytery**

## **Report of the Stated Clerk February 18, 2020**

### **The Stated Clerk reports:**

1. Has received the report of the Commission to Ordain Robert Bannan to serve as Stated Supply at First Spartanburg and found it to be in order, and so was approved. (see attachment #2).
2. The 2018 Minutes of Presbytery were read and approved by Synod Stated Clerk, the Reverend Joyce Lieberman, and have been filed.

### **The Stated Clerk recommends:**

1. Having received requests for excuse for the February 18, 2020 Stated Meeting of Foothills Presbytery, and having found them in order, moves their approval.
2. That the guests of Council be granted the privilege of the Floor (see below).

### **Verbal Reports from the Coordinating Council:**

The Coordinating Council has invited the following persons to speak to the 112<sup>th</sup> Stated Meeting of Foothills Presbytery to give updates, and so the Stated Clerk welcomes:

1. The Reverend Joyce Lieberman, Synod of the South Atlantic Executive and Stated Clerk
2. Elizabeth Little, The Board of Pensions
3. The Reverend Franklin Fant, Presbyterian Communities of South Carolina
4. The Reverend Jim Caprell, The Board of the Montreat SC Inn

Respectfully submitted,

Debbie Foster, Stated Clerk

## FOOTHILLS PRESBYTERY

Report of Commission to ordain James Robert Bannan, Jr as a Minister of Word and Sacrament in the PC(USA) Church.

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The Commission met on Sunday, November 17, 2019 at 10:30am at First Presbyterian Church, Spartanburg.

Commission members present were:

Ministers: Dr. Thomas E. Evans (Moderator); Rev. Leslie A. Lang; Rev. William A. Nickles; Rev. Adam J. Shortley

Elders: Mrs. Suzanne B. Cole; Mrs. Amanda L. Bennett;

Others present: Rev. W. De'Shun Kilgore

The Commission meeting was opened with prayer by Dr. Thomas E. Evans. Rev. Leslie A. Lang was elected Secretary of the Commission. The Commission recessed for the Ordination Service.

The Moderator presided. The service was opened with singing, prayer, and scripture reading. The sermon was preached by The Reverend W. De'Shun Kilgore on the topic/text: "May I Take Your Order" Jeremiah 1:5; John 15:16.

The Moderator stated briefly the previous proceedings of the Presbytery and pointed out the nature and importance of the ordination service.

The Moderator propounded the Constitutional Questions to the Candidate, and these were answered in the affirmative. Mrs. Suzanne B. Cole, Elder representative of the congregation propounded the Constitutional Questions to the congregation, and these were answered in the affirmative. The Candidate was then ordained by the laying on of hands and prayer by Rev. William A. Nickles. The members of the Commission then gave the new pastor the right hand of fellowship. Rev. Leslie A. Lang then declared that Reverend J. Robert Bannan, Jr. had been regularly ordained and will be serving as Associate Pastor of Youth and Campus Ministries at First Presbyterian Church, Spartanburg.

A Charge to the Pastor was delivered by Rev. Adam J. Shortley.

A Charge to the congregation was delivered by Mrs. Suzanne B. Cole, Elder.

Following prayer and singing, the new pastor pronounced the benediction. Seeing that everything was done decently and in order by common consent, the Moderator declared the minutes approved.

Rev. Leslie Lang \_\_\_\_\_, Secretary

## **Committee on Ministry Report**

### **February 18, 2020**

#### The Committee on Ministry **reports:**

1. The following Temporary Pastoral Relationships have been approved: Teaching Elder Beth Hoskins to serve as Stated Supply at Inman and Landrum, Teaching Elder Stan Reid to serve as Stated Supply at McCarter (4 months), Teaching Elder Mel Davis to serve as Stated Supply at Fair Play, Teaching Elder Pressley Cox to serve as Stated Supply at Eastminster, CRE Jeff Gilstrap to serve as CRE Stated Supply at St. Andrews, Jennifer Fouse Sheorn to serve as Stated Supply at St. Giles (6 months), Chris Jones to serve as Interim at Trinity, John McCallum to serve as Stated Supply at Midway, and Elizabeth Jones to serve as CRE Stated Supply at Flat Rock.

COM met and interviewed Teaching Elder Berry French from Western North Carolina Presbytery whom the Session of First Greer has proposed as Interim Associate Pastor Stated Supply. The contract was reviewed and approved, and the motion to allow Rev. French to Serve within the Bounds of Foothills Presbytery was approved.

2. In light of Teaching Elder Jon Van Deventer's Call to serve a Congregation in N.E. Georgia Presbytery, the Stated Clerk met with the Limestone Session to review transition issues.
3. Teaching Elder David Bailey was elected to serve on the CRE Subcommittee.
4. COM has elected a Temporary Pastoral Relations Study Committee to study the definitions and practices of Foothills' use of Supply and Interim Relationships. The subcommittee met after the January COM meeting, reviewed the current statistics regarding leadership in Foothills 58 congregations, and began to discuss their work. Members: Mary Morrison, Chair; Beth Templeton, Julie Schaaf, Gordon Turnbull and Art Williams, with Presbytery Staff as Ex Officio members.
5. An Exit Interview with Teaching Elder Marc Mason was completed and reviewed.
6. Teaching Elder Nath Briley was elected to Moderate the Liberty Session.
7. Representatives from the Central Session and Pastor David Bailey presented a request from the Session that Central be allowed to form a PNC prior to the retirement of Rev. Bailey in 2021. COM approved this request.
8. Christi Brown was elected as PNC Liaison for First Greer.
9. The following were appointed as Moderators of Sessions: Varennes: Darrell Fetzer, Limestone: Craig Foster, Simpsonville: Beth Templeton

10. COM completed and reviewed a Triennial Visit with the Session of the Bethesda Church.

11. COM elected the following Committee, Commission and Subcommittee Chairs:

COM Chair for 2020: Nath Briley

COM Vice Chair for 2020: Gordon Turnbull

Examinations: Elizabeth Clayton (co-Chair), Ann Broom, Julie Schaaf, Mary Morrison, Scott Berry

Triennial Visits: Trish Gwinn

Work and Terms of Call: Scott Berry

Ethics and Boundaries: John Hartman

Sexual Ethics: Gordon Turnbull

Commissioned Ruling Elders: Art Williams

Certified Christian Educator: Craig Foster

12. The DCE of Nazareth, D.J. Wall is entering the process to become a Certified Christian Educator.

13. COM received a letter from the Belton Session asking to disband the PNC. CRE Sarah Cornell serves as their CRE Stated Supply and is planning to enter seminary and come under care of CPM. The Session and the congregation wholeheartedly support this Call and want to support her in the coming years as she pursues it. COM voted to allow the Session to Call a Congregational Meeting for the purpose of disbanding the PNC.

14. Approved the following dismissals: Mike Shelton to Holston Presbytery, Marc Mason to Eastern Virginia Presbytery.

15. Approved recommending to Presbytery Tim Holland to be Honorably Retired as of April 1, 2020. This recommendation and the celebration of his ministry will be presented at the May Stated Meeting of Presbytery.

Respectfully submitted,

Nath Briley, Chair

Members: Nath Briley, Chair; Gordon Turnbull, Vice Chair, Christi Brown, Tom Hinchman, Julie Schaaf, Beth Templeton, Scott Berry, Ann Broom, Trish Gwinn, Patrick Jinks, Barbara Moran-Faile, Jacky Stamps, Sandy Thrasher, Art Williams, David Bailey, Phil Beckwith, Elizabeth Clayton, Ben Dorr, Mary Morrison, Ted Morlock, Judy Snipes; Ex Officio, Debbie Foster, Gordon Raynal

## Foothills Presbytery Examination Commission Report

February 18, 2020

The Examinations Commission met on Thursday 21 November, 2019 at the Presbytery office. After opening with prayer the Commission met with India C. Dennis. She is a former minister member of Foothills. She has been honorably retired by Peace River Presbytery. She is moving to Greenville and seeks to become an honorably retired member of Foothills Presbytery. She was examined and approved by unanimous vote. We had great conversations with India and welcomed her back to our Presbytery.

In January 2020, by electronic vote, our Commission unanimously approved the Ordination and Installation Commission for Lauren Slingerland, who will be ordained and installed as an associate pastor at Westminster Presbyterian Church. The date for ordination and installation is 2 February at 11:15 am. The Commission is as follows:

Preaching: Rev. Matt Frease (Greater Atlanta Presbytery) – guest of the Commission

Charge: Rev. Katie Aumann (Greater Atlanta) – guest of the Commission

Teaching Elders:

Rev. Debbie Foster

Rev. Mary Kathleen Duncan

Ruling Elders:

Lydia Kellett (Westminster)

Raenota Merrill (Fort Mill)

Ken Schafer (Greer First)

Respectfully Submitted,

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Amos A. Workman  
co-chair

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Elizabeth Clayton  
co-chair

India C. Dennis: *Biography/Call Statement*

Born in Camilla, GA, I grew up in the local Methodist church, although our “Sunday” faith wasn’t practiced in our home and family. It wasn’t until my freshman year at Agnes Scott College that I came to know and trust in Jesus Christ personally through the witness of fellow students and a small group Bible study. My new-found faith was nurtured through the ministry of both InterVarsity Christian Fellowship and North Avenue Presbyterian Church, where I was involved in its college and international student ministries. There I met my future husband, whom I married in 1977. After graduating from ASC in 1975 (B.A., French), I completed my M.A. in French at Middlebury College in August 1977.

For the next seven years, I taught elementary and high school French in Memphis and Nashville, while my husband pursued his engineering career and then Ph. D. In 1984, we moved to Hendersonville, NC, where our first son was born. We attended First Presbyterian Church, and I was trained in and taught the Bethel Bible Series, which opened my life to the transforming power of teaching the Scriptures in the church. Following our move to Exton, PA, in 1990, our second son was born. As an at-home mom, I taught Jazzercise and led Bible classes and women’s retreats at our home church (Fairview Presbyterian Church, Glenmoore, PA). In 1995-96, I was teaching a class on discerning God’s will and began to sense God calling me to Princeton Theological Seminary. In response to that clear call, our family moved to Princeton in June 1997. In May 2000, I graduated with my M. Div. and in June was ordained at Fairview (Donegal Presbytery), before beginning my ministry in August of that year as Associate Pastor at Palma Sola Presbyterian Church (Bradenton, FL) with a focus on adult Bible teaching, Christian education and missions. After six and a half years at Palma Sola, my husband’s work brought us to Greenville in January 2007. During a hiatus from pastoral ministry to care for our younger son in his struggle with mental illness, my husband and I mentored international students from local universities; I also earned my TESOL (Teaching English to Speakers of Other Languages) certificate and taught English as a Second Language (ESL) to internationals in the Greenville area. From 2009-early 2012, I served as Temporary Pulpit Supply at Nicholtown Presbyterian before being called to Eastminster (Simpsonville) in March 2012. In January 2014, I returned to Palma Sola (Bradenton, FL) to serve as its pastor until my retirement this past June.

After selling our home in Florida, we returned to Greenville in August to be closer to family and friends and to enjoy all that this area offers, especially the opportunity to connect with the many internationals who live, work and study in the area. We have just purchased a new home, I’ve begun teaching ESL classes and we are looking forward to God’s call for us in this new stage in our lives.

### *Statement of Faith*

*I BELIEVE in God the Creator of all that is, seen and unseen,  
whose name is YHWH, our ever-faithful, ever-loving, ever-wise,  
thrice-holy Covenant-Keeper and Sovereign of the universe.*

*In this God, whom Jesus called Father, we “live and move and have our being.”*

*I BELIEVE in Jesus Christ the Son of God, one with the Father, fully human, fully divine,  
whose name is Immanuel (God-with-us), our Light, Life, Friend, Shepherd, Savior and Lord,  
whose righteous life on this earth, efficacious death on the cross  
and life-giving resurrection on the third day  
reveal God’s nature, will and call to us,  
reconcile all things in heaven and on earth to God  
and redeem us from the power of sin that marks every human life.*

*This Jesus, now exalted to God’s right hand, ever lives to intercede for us,  
and will establish the fullness of God’s kingdom of peace and justice at “the renewal of all  
things,”*

*judging all people according to God’s truth and grace.*

*I BELIEVE in the Holy Spirit, the Breath of God, the Wind of God,  
who bears God’s life, brings God’s power and works God’s will  
in all places of God’s dominion, especially in the Church gathered and scattered,  
the Body of Christ, the Temple of the living God.*

*This Spirit inspired and illuminates the Scriptures of the Old and New Testaments,  
created the Church through the apostles and gives power to all of God’s people  
to live lives pleasing to God and to use their God-given gifts  
to exhibit God’s kingdom on earth as it is in heaven.*

*Through divine worship, through the sacraments of baptism and the Lord’s Supper,  
through the teaching and preaching of the Scriptures,  
through the love of God’s children for one another and for the world,  
and through God’s hidden work in the heart of individuals,  
the Spirit convinces human beings of their sin, Christ’s righteousness and God’s judgment,  
enables them to experience God’s presence, power and transformation,  
and bears witness to the salvation and wholeness  
that God offers all people through faith in Jesus Christ.*

*One day, all people will bow and confess that Jesus Christ is Lord,  
and will join with all creation in giving to this God-Father, Son and Holy Spirit-  
the worship due to the only true, living and glorious God.*

## CPM REPORT TO PRESBYTERY

January 7, 2020

### The Committee on Preparation for Ministry *reports that:*

1. On October 24, we:
  - a. Received reports and updates on students under care of CPM.
  - b. Met with Ginger Shuler (Candidate – First Spartanburg) for her Annual Consultation; CPM sustained Ginger’s AC.
  
2. On November 21, we:
  - a. Received reports and updates on students under care of CPM.
  - b. Conditional approval of Mary Moore Driggers’ Synod Scholarship grant application (Pre-inquirer) pending completion of application & enrollment as Inquirer.
  - c. Met with John DuBose (Inquirer – Easley) and approved his Annual Consultation.
  - d. Noted: Lauren Slingerland (Final Assessment – First Greer) will be ordained 2/2/20.
  
3. On December 19, oncoming Chair and Vice-Chair (Dennis Tedder & Dottie Metropol):
  - a. Met with Debbie Foster to review CPM procedures.

Respectfully submitted,  
Dennis R. Tedder, CPM Chair

### Current Members of the Foothills CPM

RE = Ruling Elder TE = Teaching Elderz

<i>2020</i>	<i>Class of 2021</i>	<i>2022</i>
TE Dottie Metropol – vice chair	RE Jennifer Biber*	TE Dennis Tedder* -chair
RE Mary Strom	RE Judy Pearson*	TE Leslie Lang*
TE Jennifer Fouse Sheorn*	TE Terri Price*	RE John Byce
RE Cherie Setzler	TE Stan Reid*	TE Will Nickles*
RE Fred Tolly*	RE David Weneck	TE Allen McSween*
TE Jon Van Deventer	RE Ed Irick	TE Amos Workman*

*LeAnne White, Staff and Debbie Foster, ex-officio; \* denotes 2nd Term;*

### List of Students Currently Under Care of Foothills CPM

#### Inquirers (4)

Date of Inquiry	Name	Church	Educational Status	Liaison to CPM
02.23.15	<b>Glenda Wickstrom</b>	John Knox	Columbia Sem. (6 <sup>th</sup> Yr 19-20)	Lori Malvern
12.15.16	<b>John DuBose</b>	Easley	Union Pres - Chlt (4th Yr – 19-20)	Allen McSween
03.23.17	<b>Martin Pruitt</b>	1 <sup>st</sup> Anderson	2018 Grad of Union Pres - Chlt	Jennifer Biber

#### Candidates (5)

Date of Cand.	Name	Church	Educational Status	Liaison to CPM
08.27.15	<b>Ginger Shuler*</b>	1 <sup>st</sup> Spartanburg	2017 Grad of Union Pres - Chlt	Judy Pearson
08.17.13	<b>Landon Hammett</b>	1 <sup>st</sup> Spartanburg	2017 Grad of Union Pres - Chlt	Dottie Metropol
02.16.10	<b>Lauren Slingerland&lt;</b>	1 <sup>st</sup> Greer	2011 Grad of Columbia Sem.	Amos Workman
01.28.16	<b>Whitney Moss</b>	1 <sup>st</sup> Greer	Union Pres - Chlt (5th Yr 19-20)	Fred Tolly

(\* Signifies “Certified Ready for Ordination Pending a Call”)  
(< Signifies Received Call/Awaiting Ordination)

## Foothills Presbytery Coordinating Council Report February 18, 2020

- I. The Coordinating Council **reports** the following actions since the November 12, 2019 Stated Meeting of Presbytery:
  - A. Per the request of the Congregation and Session of First Anderson, approved increasing the amount the Congregation is allowed to borrow for its Capital improvements from \$500,000 to \$1.4 million. This will allow them to secure a much better rate if they indeed need to borrow money for the projects.
  - B. Approved Presbytery Leader and Stated Clerk, Debbie Foster, to be “the Agent” for Foothills Presbytery with the Secretary of State in South Carolina.
  - C. Approved renewal of the Real Estate contract with Berkshire-Hathaway for the marketing of the W. Georgia Road property.
  - D. Recorded the contracts for Presbytery staff for 2020.
  - E. Heard the reports and communications from the Committees and Commissions of Presbytery and from Presbytery staff, and reviewed and approved the Proposed Docket for the February 18, 2020 Stated Meeting of Foothills Presbytery (#112). Council approved the following special guests and asks Presbytery to approve Privilege of the Floor for them to speak to Presbytery: Olanda Carr, The Presbyterian Foundation; Joyce Lieberman, Synod of the South Atlantic Stated Clerk and Executive; Elizabeth Little, the Board of Pensions; and Franklin Fant, Presbyterian Communities of South Carolina. Also Council approved Jim Caprell to give and update on the SC Inn at Montreat. The following reports were placed on the *Consent Agenda*: Representation and Review, Racial Ethnic Cabinet, Bills & Overtures, and Worship. The Coordinating Council **recommends** adoption of the Docket. The Stated Clerk will present this recommendation as the usual time.
- II. The Coordinating Council **reports** the following information:
  - A. The Council welcomed Debbie Foster as Presbytery Leader and Stated Clerk as of January 1, 2020, and welcomed its new members: Dennis Tedder, Chair of CPM and Nath Briley, Chair of COM, and new Parliamentarian, De Calvert.
  - B. The Council received an update on the work of the Transition Think Tank. The Chair provided a summary report regarding the creation of the Position Descriptions for the new Associate Stated Clerk and Associate for Shared Mission and Ministry. The initial meeting of the Search Committees for the two Associate position is scheduled for Monday, January 13<sup>th</sup>. The next meeting of the Transition Think Tank is scheduled for Thursday, January 16<sup>th</sup>. And the Personnel Committee is scheduled to meet on Thursday, January 23<sup>rd</sup>. Prior to the February

18 Stated Meeting of Presbytery, Debbie Foster and the Chair will gather the news and information for these meetings and make a report to Presbytery.

C. Debbie Foster, Gordon Raynal and Treasurer Stan Reid reported about the status of the following parts of the complete Manual of Administrative Operations:

1. **Sexual Ethics:** the writing committee continues to work on the first draft.
2. **Personnel:** the committee has submitted their first draft to an attorney for legal review. The committee expects to present this to Presbytery for the First Reading at the May Stated Meeting of Presbytery.
3. **Finance & Stewardship:** The previously approved Investment Manual has been submitted to an attorney for review. The Investment Subcommittee will present this to the Finance & Stewardship Committee and then subsequently to the Coordinating Council. It should be ready for Presbytery's final reading this year. The Investment Manual will be Part one of the F&S Manual. Part two will be about the standard financial and accounting practices of Presbytery. Part three will be about best practices for stewardship at Presbytery and for the Congregations. The Treasurer and Associate Stated Clerk will work on a draft in the months to come. If possible a First Reading will be done at the May Stated Meeting of Presbytery.

D. Debbie reported about the final stages of the work on Vision 2020 and the presentation at General Assembly in Baltimore in June.

Respectfully submitted,  
Mike Hoyt, Chair

Members: Mike Hoyt, Chair; Sidney Mize, Moderator of Presbytery; Tom Evans, Moderator-in-Nomination of Presbytery and Chair of Personnel, Holt Andrews (Worship), Nath Briley (COM), Dick Christopher (Nominations), Pressley Cox (CSM), Elizabeth Jones (R&R), Bill Lancaster (B&O), Dennis Latham (F&S), Michael Sullivan (REC), Ex Officio: Debbie Foster, Presbytery Leader & Stated Clerk; Gordon Raynal, Associate Stated Clerk; Stan Reid, Treasurer; De Calvert, Parliamentarian.

**Representation and Review Committee Report**  
**February 18, 2020**

Plans for the annual reading of Session Minutes in Foothills Presbytery will be finalized during the Representation and Review Committee meeting scheduled for March 10th. Historically the readings are held in April or May in several geographic areas for convenience and to increase participation. Information regarding places, dates and times should be available and sent to churches a month prior to the dates determined.

At least 49 of our fifty-eight churches had their 2018 minutes read and reviewed. This number is up from last year and the committee greatly appreciates the work of the Clerks who have complied. Your faithful service reflects well on your churches and our Presbytery. Most of the churches who submitted minutes also submitted proof of a financial review or audit. We strongly urge those churches which failed to have their minutes read and to provide proof of their financial status to make this a priority as they are required by the Book of Order. Several churches have not had minutes read and reviewed for at least two years and the COM will be notified.

A review of demographic representation on all councils and committees was conducted in December by the Representation and Review Committee. A written report was submitted to Rev. Gordon Raynal for inclusion in the Foothills Presbytery minutes for 2019 which will be reviewed by the Synod. (A copy is attached below.)

If you have questions about proper documentation of minutes, you are invited to contact the Representation and Review Committee and committee member trained in minutes keeping will meet with your clerk or with the full session of your church. The committee member will present informative material designed to bring a better understanding of what information is required in church records and why it is required. The information offered will be helpful for those who are new to the office of Clerk of Session, first time Elders, new pastors and those whose background is not Presbyterian. The committee believes sharing information and addressing questions will bring more continuity to the formatting and content of session minutes throughout Foothills Presbytery.

Respectfully Submitted,  
Elizabeth Anne Morris Jones  
Representation and Review, Chair

Committee members: Rev. Tandy Taylor, Rev. Michael Sullivan, Mr. Harold Gilbert, Mr. Fred Hyslop, Rev. Morton White

## Foothills Presbytery Representation Form

### Committee on Representation

G-3.0103

The councils of the church shall give full expression to the rich diversity of the church's membership and shall provide for full participation and access to representation in decision-making and employment practices (F-1.0403). In fulfilling this commitment, councils shall give due consideration to both gifts and requirements for ministry (G-2.0104) and the right of people in congregations and councils to elect their officers (F-3.0106).

The report of the Representation and Review Committee of Foothills Presbytery including the membership analysis of committees, councils and teams will be received as information which includes the observations below.

	clergy	lay	white	black	other	male	female
Coordinating Council	7	5	11	1		7	5
Bills and Overtures	4	3	7			3	4
Committee on Ministry	10	6	16			9	7
Committee on Preparation	10	6	16			7	9
Committee on Shared Ministry	14	11	23	2		11	14
Examinations Commission	4	6	10			5	5
Finance and Stewardship	2	4	6			4	2
Nominations	2	5	6	1		5	2
Permanent Judicial Commission	5	2	7			4	3
Personnel	3	3	6			4	2
Racial Ethnic Team	4	11		15		7	8
Representation and Review	3	3	5	1		4	2
Sexual Ethics		2	2				2
Worship	1	3	2	2		2	2

**12-3-19**

R&R Form 2-2017

**Racial Ethnic Cabinet Report**  
**Rev. Michael L. Sullivan**  
**December 2019**

Tuesday evening, December 3, 2019, we had our sixth REC meeting. We only had representation of three churches tonight. We didn't have a quorum. We had a roundtable discussion of topics:

- the progress of the REC mass choir, Elder Herman Glenn,
- the Unity Day Service in May at Walker Chapel,
- shared the purpose of the Circle Up Stewardship plans, and
- the hosting of rotation 5th Sunday REC Fellowship Services.

Our next meeting is to be hosted February 4, 2020 at 6:00 or Saturday February 8, 2020.

Submitted by:

Rev. Michael Sullivan, Chair

February 18, 2020

## **Personnel Committee Report** **February 18, 2020**

The Personnel Committee met on January 23<sup>rd</sup>, 2020 and **reports** the following:

1. The Committee reviewed the revised contracts for the Associate Stated Clerk position and the new Associate for Shared Mission and Ministry position, and heard the recommendation of the Transition Think Tank that the Associate for Shared Mission and Ministry position be increased from Part-Time 20 hours a week to Full-Time 32 hours per week, with the additional funding to be covered by proceeds from Foothills investment incomes. The Committee approved both drafts and the concept of increasing the ASSM position to 32 hours, and will forward their recommendation to Council.
2. The Associate Stated Clerk informed the Personnel Committee of the discussion around the creation of an Assistant Treasurer for Foothills Presbytery. This position will fulfill the following duties:
  - a. Support the work of the Treasurer
  - b. Be approved to sign checks
  - c. Be a resource and assist the Treasurer with the work of the Finance and Stewardship Committee and the Investment Committee, and the Coordinating Council.
  - d. Potentially be in training to become the next Treasurer of Foothills Presbytery if elected by Presbytery.

This proposed position will be a one-year term without Term Limits. As with the other Officers of Foothills Presbytery, this person will be an Ex Officio Member of the Coordinating Council and assigned committees with Voice, but without Vote, per the longstanding tradition of Foothills Presbytery. Routinely, the election for this position, like that of the Treasurer and the Parliamentarian, will be elected at the November Stated Meeting of Presbytery.

The Committee approved recommending to Presbytery the creation of this position and therefore **recommends** to Foothills Presbytery the following: (see below).

The Personnel Committee **recommends**:

1. That Foothills Presbytery create the position of Assistant Treasurer and that the Nominations Committee bring a candidate before Presbytery as soon as an appropriate Candidate is identified.
2. That the Stated Clerk be allowed to amend the *Manual of Administrative Operations of Foothills Presbytery* to add the positions of the Associate for Shared Mission and Ministry and the Associate Treasurer to section 3 F (page 8) pending the approval of the creation of the Associate Treasurer by Presbytery. (The position of Associate for Shared Mission and Ministry has already been approved.)

Respectfully submitted,  
Tom Evans, Chair

Members: Tom Evans, Chair, Christie Gravely, Bill Sibley, Robert Barkley, Deborah Broadwell, Phil Lyles;  
Ex Officio: Debbie Foster, Stated Clerk & Presbytery Leader; Gordon Raynal, Associate Stated Clerk

## **Worship Ministry Report January 2020**

The Worship Committee is grateful for The Rev. Dr. James Kirk (Presbyterian Disaster Assistance), Fourth Presbyterian Church Greenville, and all those who made the November 2019 worship so meaningful.

The Worship Committee met

- **December 16** at the Presbytery office. We began planning the February 18<sup>th</sup> worship service. The focus for February will include: Black History Month, Stewardship, and our connectional relationships in the PCUSA. Oland Carr (Presbyterian Foundation) agreed to preach and lead special event of the day. The meeting is at Central Presbyterian in Anderson.
- **January 20** at the Presbytery office. We welcomed new members, Allyson Helvie and Chad Wright-Pittman to the committee. We received information about scripture and sermon from Olanda Carr. Final plans for anthems, music, special music, the choir, liturgy, and bulletin production/printing were put in place. The Committee will invite choirs from the community to participate. Rehearsal will be at 9:00 am in the Central Church Sanctuary.

**We welcome Guest Preacher and Speaker Olanda Carr from the Presbyterian Foundation,** to our February 18<sup>th</sup> meeting of Foothills Presbytery.

**Olanda Carr, Jr.** is the Ministry Relations Officer (MRO) serving the East Region. He works with congregations to create a culture of generosity, offers seminars and workshops, develops gifts and fundraising plans for ministries, and provides coaching to finance, stewardship and endowment committees. Olanda shares his call to the Foundation -- **"God calls us each day to do new and exciting things. I believe my service with the Foundation is such a call, as it provides me with an opportunity to further God's kingdom and the mission of the PC (USA)".**

Olanda brings a wealth of community involvement that includes serving as board member on the Catawba Economic Development Association, board member of the campus ministries program, Cooperative Christian Ministry in Higher Education, Vice President of the Charlotte Alumni Chapter of Kappa Alpha Psi Fraternity, Inc., and the National MBA Association of Charlotte. He formerly served as treasurer for the homeless services organization, Peter's Place, Inc. and as Vice President of the Kappa Foundation of Charlotte. Olanda also previously served as a commissioner to the 219<sup>th</sup> General Assembly and as member of the Committee on Theological Education (COTE).

Olanda completed his undergraduate studies at NC State University (Industrial Engineering), Montreat College (Business Administration), and also holds an MBA from Montreat College. He is a Ruling Elder at First United Presbyterian Church (Charlotte, NC) and resides in Harrisburg, NC with his wife, Monica.

Respectfully Submitted,  
Mandy Davis

**Worship Committee:** Holt Andrews (Chair), Mandy Davis, Jimmy Cheek, Beverly Kelly, Allyson Helvie, and Chad Wright-Pittman.

The Foothills Worship Team exists to plan services of worship for Presbytery meetings that are sensitive to our meeting business docket, the architecture and traditions of the local church or venue housing the meeting, and the musical gifts and styles of the community. We understand that the goal of worship leadership is to get the people in the pews (the "actors" as Kierkegaard would identify them in terms of a 'theatre of worship') motivated to earnest worship that pleases the audience (God). Your Foothills worship team attempts to put before the presbytery solid worship leaders of all stripes, hometowns, and ages, and inspiring music of many styles and origins.

Visit Our Website

[www.foothillspresbytery.org](http://www.foothillspresbytery.org)



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