**COMMISSION ON MINISTRY AND MINISTRY PREPARATION**
**Meeting Minutes**
**August 16, 2023**

The meeting of the Commission on Ministry and Ministry Preparation was held via Zoom and called to order by Linda Kennan at 10:00 a.m., August 16, 2023, following devotions and prayer by Christina Jensen.

Members present: Robbie Carnes, Al Hosler, Christina Jensen, Linda Kennan, Rob Minard, Brant Piper, Ed Savage, Jane Young and Paul Ytterock.

Presbytery staff present: Ted McCulloch, Stated Clerk and Staci Percy, Communications Manager/Recording Clerk.

Members excused: Jon Baker, Bill Bowen, Lynn Franko, Janette Gonzales, Scott Kroener, Kim Strunz, John Tapley and Cassie Todd.

MOTION WAS SUSTAINED to approve the agenda as amended.

MOTION WAS SUSTAINED to approve the minutes of the June 28, 2023 stated meeting.

The **STATED CLERK** report was given by Ted McCulloch.

It was noted that the date for training moderators of sessions was moved to November 4, 2023 to avoid conflict with an event being hosted by the Mission Coordination Committee.

Discussion was held regarding background checks. Because of a new law in Michigan, they are taking longer than normal. It was decided that churches should request background checks be conducted earlier in the call process than they currently do.

Discussion was held regarding the starting point for developing a harassment policy for the presbytery.

The **ADMINSTRATIVE TEAM** report was given by Ted McCulloch.

It was noted that a Moderator for Beaverton will be needed starting in October. Appointing one will be added to the September agenda.

MOTION WAS SUSTAINED to approve any contract extension requests for Jennifer Rike at Holly as needed through June 2024 provided there are no changes except the dates.

MOTION WAS SUSTAINED to approve the part-time Temporary Relationship contract between the Rev. Dr. Susan Sickelka and Ithaca-First effective October 1, 2023 for a period of nine months. Terms are as follows:

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|---|---|
| Salary | $3750/month |
| Travel Reimbursement | IRS Rate |
| Health/Dental Reimbursement | Paid quarterly, amount is equal to her current premium amount |
| Supplies Need | Reimbursed with pre-approval |

Responsibilities:
Part-time, approximately 18 hours per week
Moderate session and congregational meetings
Worship leadership/preach 3 Sundays per month
Visit congregational members
Emergency/pastoral care
3-4 office hours per week

MOTION WAS SUSTAINED to approve the Minimum Terms of Call for 2024 as 75% of the 2023 Board of Pensions Median effective salary of $64,800. Minimum Terms of Call for 2024 for the presbytery would be $48,600 (64,800 x 0.57). The required Family Leave Time of 12 weeks to be added to the terms.

MOTION WAS SUSTAINED to extend 12 weeks of Family Leave to all non-install pastoral positions, including Commissioned Ruling Elders.

MOTION WAS SUSTAINED to recommend that presbytery provide emergency financial assistance towards the cost of Pulpit Supply as needed and requested where pastoral leadership is on family leave. The funds would come from the Emergency Assistance Fund designated use account.

The **COMMISSION ON PREPARATION FOR MINISTRY** report was given by Robbie Carnes. It was noted that Wes Smith will not be presented at the September meeting of presbytery to be examined as ready to be ordained.

The **TRANSITION TEAM** report was given by Linda Kennan. And update was given on:

- Croswell-First
- Flint churches partnership
- Tuscola County churches partnership

**GENERAL BUSINESS** was given by Linda Kennan. Discussion was held regarding:

- Liaisons and alternate resources for congregations
- Swartz Creek-Mundy's vitality despite their size
- The presbytery office is updating their server and access to email and documents will be limited for several days

- Thank you note from Sheryl Hnizda was shared. She originally requested a scholarship from COMMP. It was referred to MCC who granted her the scholarship. The note was shared with MCC.

MOTION WAS SUSTAINED to adjourn at 11:40pm following closing prayer Christina Jensen. The next scheduled meeting of the Commission on Ministry and Ministry Preparation will be held Wednesday, September 27, 2023, at 10:00am via Zoom. Kim Strunz will lead devotions.

Staci Percy
Communications Manager/Recording Clerk