



# CHARLESTON ATLANTIC PRESBYTERY

## Commissioners' Handbook Fall Stated Meeting December 12, 2023 10:00am



**ST. ANDREW'S PRESBYTERIAN CHURCH**  
712 WAPPOO ROAD, CHARLESTON, SC 29407  
843-766-4262 [www.stapresbyterianchurch.org](http://www.stapresbyterianchurch.org)

Standing Rules .....	1	CAP PDAC Report.....	37
Proposed Docket.....	3	Committee on Preparation for Ministry.....	38
Consent Agenda.....	6	Stewardship of Financial Resources Ministry Team .....	39
Report of the Stated Clerk .....	8	Technology Task Force Report. ....	43
Shepherding Team Report .....	15	Service to Others Ministry Team Report .....	50
Sustainable Peace Pledge Overture.....	21	Commission On Ministry Report .....	52
Presbyterian Women Report .....	25	Christian Educators and Pastors Report.....	65
Committee on Representation .....	26	Property Team Report.....	76
Proposed Commissioners to GA 2024.....	29	Installation of CAP Moderator & Vice Moderator .....	77
Nurture Ministry Team Report .....	36		
		APPENDIX:	
		i) Stated Meeting Minutes-September 16, 2023.....	79
		ii) CAP 2022 Financial Review .....	97

## Church History: St. Andrew's Presbyterian Church (USA)

### A Purpose for Gathering

In March 1940, Mrs. Gardner started a Sunday school class for children in the area. They met on Wednesday afternoons in her grocery store on Wappoo Road. In the summer of 1941, Mrs. Gardner started a prayer group for the mothers of the children. From Mrs. Gardner's Sunday school, St. Andrew's Presbyterian, Ashley River Baptist, and First Baptist St. Andrews Parish were born!

In 1943, The Home Missions Emergency Fund of the Charleston Presbytery financed the lot at 712 Wappoo Road, as well as the church and Sunday school building. Work on the building started in the fall of 1943. St. Andrew's Presbyterian Church was chartered June 18, 1944 with 34 members by the Charleston Presbytery (now the Charleston Atlantic Presbytery.)

The first installed pastor of St. Andrew's was Ed Overcash. The first pianist and organist was Eunice Thompson, mother of Mary Hillson and Margaret Tolls. In the early years, to provide heat for the Sunday services, Calvin Dupont came to church hours before anyone else to start the fire in the coal stove.

The church purchased an educational building, with the first section arriving on Monday, June 26, 1950. The building was formerly used as an army hospital in North Charleston during WWII. To move it to St. Andrew's it was transported down the Ashley River on a barge! Then it was brought by truck to Wappoo Road by Mr. Chitwood, a member of the congregation.

In 1950, St. Andrew's also began a weekday school. The current sanctuary was completed in 1960 and is designed to seat 520 persons. The pastor during this building phase was the Reverend Herman Womeldorf. Church membership at this time was 580 members. In 1968, St. Andrew's built a new education building. It was first used for vacation bible school, July 13-21, 1968. Now it is used for many programs and activities.

December 1, 1997, The Reverend George F. "Spike" Coleman, Jr. became the 8th pastor of St. Andrew's. We are all blessed to have him as our pastor!



# CHARLESTON ATLANTIC PRESBYTERY

## Of the Presbyterian Church (U.S.A.)

Stated Meeting of the Presbytery  
St. Andrew's Presbyterian Church  
712 Wappoo Rd, Charleston, SC 29407  
Worship Service, December 12, 2023

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**Prelude:..... Organ: Laurel Jean Walden**

**Welcome and Call to Worship ..... Rev. Dr. Spike Coleman**

**Hymn #83.....Come, Thou, Long Expected Jesus..... Organ: Laurel Jean Walden**

**Call of Confession and Prayer of Confession.....Rev. Dr. Rob Blumer**

**Response: ..... Rev. Dr. Rob Blumer**

One: Hear the good news! Christ died for us, Christ rose for us,  
Christ reigns in power for us, Christ prays for us.  
Anyone who is in Christ is a new creation. The old life has gone; a new life has begun.  
Brothers, Sisters, believe the Good News of the Gospel.  
**All: In Jesus Christ we are forgiven!**

**Prayer of Illumination .....Elder Alan Rousseau**

**Scripture: John 15 1-8 .....Elder Alan Rousseau**

**Sermon: "Connectional Presbyterians"..... Elder Alan Rousseau**

**Affirmation of Faith (from *A Brief Statement of Faith*).....Rev. John Joseph**

**We trust in Jesus Christ, fully human, fully God.  
Jesus proclaimed the reign of God:  
preaching Good News to the poor and release to the  
captives, teaching by word and deed and blessing the  
children, healing the sick and binding up the  
brokenhearted,  
eating with outcasts, forgiving sinners, and calling all to repent and believe the gospel.  
The same Spirit who inspired the prophets and apostles rules our faith and life in Christ  
through Scripture, engages us through the Word proclaimed,  
claims us in the waters of baptism, feeds us with the bread of life and the cup of  
salvation, and calls women and men to all ministries of the church  
to witness among all peoples to Christ as Lord and Savior,  
to unmask idolatries in Church and culture, to hear the voices of peoples long**

silenced, and to work with others for justice, freedom, and peace.

Prayers of the People..... Rev. John Joseph

Introduce Offering.....Elder Mark McCain

Offertory Hymn #606 Praise God from Who All Blessings Flow..... Organ: Laurel Jean Walden

Prayer of Thanksgiving..... Elder Mark McCain

Sacrament of the Lord's Supper..... Rev. Dr. Spike Coleman and Rev. Dr. Cibeles Santos  
Invitation

**Great Prayer of Thanksgiving and The Lord's Prayer**

*Our Father, who art in heaven, hallowed be Thy name.*

*Thy kingdom come, thy will be done, on earth as it is in heaven.*

*Give us this day our daily bread; and forgive us our debts, as we forgive our debtors  
and lead us not into temptation but deliver us from evil.*

*For Thine is the kingdom and the power and the glory, forever. Amen*

**Words of Institution**

Breaking of the Bread - *My Soul Cries Out with a Joyful Shout*.....Heather Reed  
Laurel Jean Walden (Organ)

**Closing Prayer**

Hymn #69: I the Lord of Sea and Sky..... Organ: Laurel Jean Walden

Benediction: ..... Elder Alan Rousseau

Postlude .....Organ: Laurel Jean Walden

**Worship Leaders**

Elder Mark McCain, Sea Island Presbyterian Church

Heather Reed, St Andrew's Presbyterian Church

Laurel Jean Walden, St. Andrew's Presbyterian Church

Rev. John Joseph, Associate Pastor, Providence Presbyterian Church

Rev. Dr. Rob Blumer, Interim Pastor, Peace Presbyterian Church

Rev. Dr. Spike Coleman, Pastor, St. Andrew's Presbyterian Church

Elder Alan Rousseau, Charleston Atlantic Presbytery Moderator

Rev. Dr. Cibeles Santos, Charleston Atlantic Presbytery, Vice Moderator



## Come, Thou Long-Expected Jesus

83

1. Come, Thou long - ex - pect - ed Je - sus, born to set Thy  
 2. Born Thy peo - ple to de - liv - er, born a child, and

peo - ple free; from our fears and sins re - lease us;  
 yet a King, born to reign in us for - ev - er,

let us find our rest in Thee. Is - rael's strength and con - so -  
 now Thy gra - cious king - dom bring. By Thine own e - ter - nal

la - tion, hope of all the earth Thou art; dear de - sire of  
 Spir - it rule in all our hearts a - lone; by Thine all - suf -

ev - ery na - tion, joy of ev - ery long - ing heart.  
 fi - cient mer - it, raise us to Thy glo - rious throne.

WORDS: Charles Wesley, 1744  
 MUSIC: Rowland H. Prichard, 1830

HYFRYDOL  
 8.7.8.7 D

Higher key, No. 607; lower key, No. 422

# 69 I, the Lord of Sea and Sky

## Here I Am, Lord



1 I, the Lord of sea and sky, I have heard my peo - ple cry.  
 2 I, the Lord of snow and rain, I have borne my peo - ple's pain.  
 3 I, the Lord of wind and flame, I will tend the poor and lame.



All who dwell in dark and sin my hand will save. I, who  
 I have wept for love of them. They turn a - way. I will  
 I will set a feast for them. My hand will save. Fin - est



made the stars of night, I will make their dark - ness bright.  
 break their hearts of stone, give them hearts for love a - lone.  
 bread I will pro - vide till their hearts be sat - is - fied.



Who will bear my light to them? Whom shall I send?  
 I will speak my word to them. Whom shall I send?  
 I will give my life to them. Whom shall I send?



Here I am, Lord. Is it I, Lord? I have heard you



call - ing in the night. I will go, Lord, if you



lead me. I will hold your peo - ple in my heart.

The stanzas here need to be understood as representing the voice of God, while the refrain (based on Isaiah 6:8) is the faithful human response to God's call. This becomes clearer if a leader or small group sings the stanzas, with the congregation joining on the refrain.

**STANDING RULES  
CHARLESTON ATLANTIC PRESBYTERY**

**Standing Rule #1** Unless other rules of debate are agreed to by presbytery, the debate on each main motion at any meeting of the presbytery shall be limited to thirty (30) minutes, alternating between the affirmative and negative sides, with each speaker limited to four minutes each. Motions to amend this rule or to close or extend debate, in accordance with Roberts Rules of Order, shall be in order.

**Standing Rule #2** The vote on any motion to overture the General Assembly or any business from the General Assembly shall be done by secret ballot. This may be set aside only by unanimous consent of those present and voting.

**Standing Rule #3** All requests for speakers or special orders at a presbytery meeting should be sent to the Stated Clerk no later than thirty (30) days prior to the meeting and must be approved by the Strategy Team. Normally there shall be a maximum of two (2) speakers or special orders (excluding setting the time for lunch or to adjourn) per presbytery meeting.

**Standing Rule #4** No written report distributed prior to the meeting of presbytery shall be read at the meeting of the presbytery.

**Standing Rule #5** Attendance is required of teaching elders and the ruling elder commissioners elected by member churches according to the rules of the Book of Order. Excuses for absence from stated meetings shall be submitted to the Stated Clerk in writing and shall be referred to the Shepherding Team for action; which shall report its actions at the next presbytery meeting. The Shepherding Team shall counsel teaching elders and sessions regarding non-attendance and neglect of duty.

**Standing Rule # 6** Teaching elders as members of Presbytery and ruling elders as elected commissioners to the meetings are expected to fulfill the responsibility given to them by the council of which they are a member and to be present for the entirety of the meeting. Requests for early dismissal should be directed to the moderator.

**Standing Rule # 7.** When any ruling elder commissioner or continuing member of presbytery wishes to speak (other than to second a motion, which can be done from one's chair), he or she shall go to one of the floor microphones and seek recognition from the Moderator. When recognized, the person shall state his or her name and position in Presbytery before contributing to the debate.

**Standing Rule # 8.** All remarks should be addressed to the Moderator, should be confined to the merits of the pending question, and must not attack a commissioner's motives.

**Standing Rule # 9.** If several commissioners are standing at microphones waiting to speak to the same motion, the Moderator shall attempt to alternate pro and con speakers.

**Standing Rule #10.** All proposed amendments (other than a few consecutive words) must be submitted in writing to the Stated Clerk, preferably in advance of making a motion.

**Standing Rule #11.** If a commissioner or continuing member of presbytery wishes to end an ongoing debate,

- a. he or she must go to a floor microphone and obtain recognition from the Moderator;
- b. when recognized, he or she may move the previous question;
- c. another voting member must second this motion (can be done from one's chair, without recognition);
- d. the Moderator shall immediately conduct a standing vote on this motion to cut off further debate; however, if in the Moderator's judgement, the assembly has not completed debate, the Moderator has the power to refuse the motion to close debate.
- e. if there is a two-thirds affirmative vote to end debate, the Moderator shall immediately conduct a vote on the motion before the Presbytery.

**(approved/adopted May 17, 2016)**



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### Fall 2023

We at the Board are working hard to support our ministers and employees of the Presbyterian Church (USA) in new and creative ways. If you have other ideas about how we can help, please let me know. I am happy to meet with presbytery and church committees to listen to your thoughts and hopes of how we can strengthen the benefits offered to those who serve the Church.

*The Board of Pensions is a national agency of the Presbyterian Church (U.S.A.), offering a broad range of benefits to PC(USA) churches, agencies, and mid councils, as well as affiliated employers.*

**Member/Employer Services:** 800-773-7752, M-F 8:30 am to 6:00 pm ET

## A Season of Rebuilding

At the Board of Pensions, we are committed to assessing and restructuring the Benefits Plan of the Presbyterian Church (U.S.A.) to meet the needs of a changing Church and to serve the most people possible. The Board has entered a season of rebuilding in which our goal is to make necessary changes to provide great flexibility and cost control for congregations as they care for the well-being of their pastoral leadership. Our vision is for all ministers ordained in the PC(USA) to be plan members. [Read more.](#)

## Medicare Advantage plan to replace Medicare Supplement Jan. 1, 2024

The new Humana Group Medicare Advantage PPO plan will provide retirees more services and benefits than are available through Medicare Supplement, and at lower costs. These will include medical, dental, vision, and hearing aid benefits, prescription drug coverage, and other wellness support, including SilverSneakers, the popular fitness program for older Americans. Retired members will pay no subscription fees for the new plan for the first four years. Current Medicare Supplement participants will be automatically enrolled in the Humana plan for 2024 coverage, unless they choose to opt out. [Read more.](#)

## Other important information:

**The Assistance Program:** As part of our commitment to mutual care and wholeness, the Board of Pensions has once again expanded access to the Assistance Program to serve more ministers, employees, retirees, and surviving spouses who have financial need. The latest Assistance Program expansion includes broadened eligibility, increased grant amounts, and two new grants. [Read more.](#)

**Directors grant experience apportionment:** The Board of Directors granted a 4.2 percent experience apportionment for the Defined Benefit Pension plan. Effective July 1, 2023, this apportionment will result in an increase in retirement and survivor pensions benefits for pension plan members and survivors as well as an increase in the pension credits accrued as of December 31, 2022, for active and vested terminated members of the pension plan. [Read more.](#)



**PROPOSED DOCKET**  
**CHARLESTON ATLANTIC PRESBYTERY**  
**STATED MEETING**

**Elder Alan Rousseau, Moderator**  
**St. Andrew's Presbyterian Church**  
**December 12, 2023**

**8:45—Check In**

**9:30 --Orientation for New Commissioners**

**10:00—Meeting Begins (NOTE: 12:30 projected as “Order of the Day” recess for lunch)**

1. Call to Order, Opening Prayer—Moderator
2. Welcome of First Time Commissioners, Guests and Corresponding Members—Moderator
3. Introduction of New Business/Approval of the Docket—Stated Clerk
4. Appointment of Standing Committee for Resolution of Thanks—Moderator
5. Opening Worship with Communion
  - a. Sermon by Elder Alan Rousseau, Outgoing Moderator
  - b. Offering to benefit Presbyterian Disaster Assistance
6. Presentations By Guests/ Corresponding Members
  - a. Elder Valerie Young, Synod Executive and Stated Clerk, Synod of South Atlantic
  - b. Elizabeth Little, Church Consultant, the Board of Pensions
  - c. Stephen McDonald, Camp Director, and Parker Lucas, Program Director, Bethelwoods Camp and Conference Center
7. **Adoption** of the **Consent Agenda**—Moderator
8. Stated Clerk’s Report/Communications—Stated Clerk
9. Celebration of Joys (video)
10. Shepherding Team
  - a. Proposed Amendments to the CAP Manual of Administrative Operations
    - i. Proposed Amendment to M-04.0102b
    - ii. Proposed Amendment to M-4.0102c
  - b. Proposed Overtures/Concurrences to the 226<sup>th</sup> General Assembly

- i. Explanation of Process—Elder Catherine Byrd, Sated Clerk
    - ii. **Proposed Overture** to Amend Book of Order section D-7.0902b—Elder David Yandle, Moderator of the Commission on Ministry
    - iii. Proposed Sustainable Peace Pledge Overture—Rev. Jim Miller
    - iv. Recommendation to **Concur** with Overture To the General Assembly—Catherine Byrd for Committee on Preparation for Ministry
  - c. Adoption of Sustainable Peace Pledge (Consent Agenda)
  - d. Balance of Report in Handbook
11. CAP Presbyterian Women-**report** in handbook, Candace King, Moderator
12. Committee on Representation-Lissa Long, Moderator
- a. **Election** of Commissioners and Young Adult Advisory Delegate to the 226<sup>th</sup> General Assembly
  - c. **Election** of members of various Presbytery Commissions, Committees, and Teams
13. Nurture Ministry Team-**report** in handbook, Rev. Brian Henderson, Moderator
14. CAP PDAC (Presbyterian Disaster Assistance Commission), Elder Jeneane Ryan, Coordinator—Report in Handbook
15. Committee on Preparation for Ministry -Rev. Pat Jones, Moderator
- a. **Recommendation** to Move Inquirer to Candidate Status
  - b. Proposed by Presbytery of Atlanta
  - c. Balance of Report in Handbook
16. Stewardship of Financial Resources Ministry Team-Rev. Achim Daffin, Moderator
- a. **Vote** on budget for 2024
  - b. Balance of report in Handbook
17. Service to Others Ministry Team—Elder Hank Martin Moderator—Report in Handbook
18. Commission on Ministry—Elder David Yandle Moderator
- a. Introduction of New Members of CAP;
    - i. Rev. Elizabeth Johnson, First Hilton Head PC
    - ii. Rev. David Johnson, Lowcountry PC
  - b. Recognition of Retirement of Rev. Sidney Davis
  - c. Balance of report in Handbook
19. Property Ministry Team-Co-moderators Susan Mellichamp & Irene Whaley
20. Celebration of Joys/Requests for Prayer
21. Results of Vote for Commissioners and YAAD to the 226<sup>th</sup> GA.

22. Call for other Reports/Unfinished Business
23. Report of Resolution of Thanks Committee
24. Installation of Moderator and Vice Moderator—Order of Service in Handbook
25. Receipt of Moderator's Gavel and Adjournment with Prayer and Benediction by newly elected Moderator

**2024 CAP Meeting Dates:**

Saturday, February 24, 2024—Presbyterian Church on Edisto,  
hosted by PC on Edisto and Edisto PC  
Tuesday, May 14, 2024—New Wappetaw Presbyterian Church  
Saturday September 21, 2024—Location TBA  
Tuesday, December 10, 2024—CAP Office

**Other Important Dates to Remember**

**SC5 School of Theology: March 8-9, 2024**  
**STEPS: August 24, 2024**

**PLEASE MARK YOUR CALENDARS!!!**



**Consent Agenda**  
**Fall Stated Meeting**  
**December 12, 2023**

Any ruling elder commissioner or minister of word and sacrament may request that any motion/recommendation or report be removed from the Consent Agenda. Upon such request, the item will be lifted from the omnibus motion and placed on the floor for questions/discussion and vote at the appropriate point on the docket.

**OMNIBUS MOTION: That the following recommendations be approved:**

- a. **That** the minutes of the Fall Stated Meeting, held on September 16 2023, be approved and admitted to the record.
- b. **That** the Attendance Report from the Fall Stated meeting held on September 16, 2023, be approved and admitted to the record.
- c. **That** all requests for excused absences from Teaching Elder members of CAP, Commissioned Ruling Elders and Ruling Elder Commissioner **be referred** to the Stated Clerk for review and recommendation in accordance with M-3.0117 of the CAP manual of Administrative Operations.
- d. **That** the resolution proposed by the Shepherding Team to Adopt the Sustainable Peace Pledge be approved. **The Shepherding Team recommends that presbytery adopt the Sustainable Peace Pledge described in the Shepherding Team report.**
- e. **That** the Minutes of the Installation Commission for Rev. John Joseph as Associate Pastor of Providence Presbyterian Church be approved and admitted to the record.
- f. **That** meetings of the presbytery in 2024 be set for the dates and times listed at the end of the proposed docket.
- g. **That** all Ministry Team reports contained in the handbook *without Recommendations* be admitted to the record.
  - i. Shepherding Team
  - ii. Presbyterian Women
  - iv. Nurture Ministry Team
  - v. Presbytery Disaster Assistance Commission

- vi. Committee on Preparation for Ministry
- vii. Stewardship of Financial Gifts of Ministry Team (except for the proposed budget which will be subject to a vote).
- viii. Service to Others Ministry Team
- ix. Commission on Ministry
- x. Property Ministry Team

Respectfully Submitted,  
Catherine D. Byrd, Bridge Stated Clerk

**REPORT OF THE STATED CLERK  
CHARLESTON ATLANTIC PRESBYTERY  
December 12, 2023**

**I. Information**

- a. **Clerks of Session and Session Moderators** are reminded that the presbytery Manual of Administrative Operation Section **M-3.0105** states in part: *Sessions are encouraged to elect commissioners for a full year term.* Please consider following this request. Election of one or more alternatives might be wise, since schedules change, but having the same commissioner(s) come to as many meetings as possible helps with the overall understanding of the operation of the Presbytery.
- b. The **226th General Assembly** will be held June 25–July 4, 2024, beginning with an online plenary and three days of online committee meetings on June 25-27, followed by in person plenaries held in Salt Lake City, Utah, June 30-July 4. Plans are currently being made by the Office of the General Assembly, but the anticipated **deadlines** are: for reporting the names of Commissioners and Advisory Delegates, December 28th, 2023; for filing overtures and concurrences that would amend the Book of Order, February 26, 2024; those that have financial implications April 27, 2024; and other other overtures and concurrences, May 12, 2024. Please note that section M-3.0113 of the CAP Manual of Administrative Operations requires that proposed overtures to the General Assembly shall be in the hands of the Stated Clerk of presbytery no less than sixty (60) days before the stated presbytery meeting at which they will be considered.
- e. Information regarding Special Offerings has been received from the Presbyterian Mission Agency of the PC(USA) and can be found in the Handbook.
- f. Please note that the **Winter Stated Meeting in 2024** is scheduled, as usual, for the fourth Saturday in February. This year that date coincides with the Republican Primary. Any member or commissioner who is unable to attend due to working/ volunteering at the polls or otherwise in the process on that day should request an excused absence prior to the meeting. All others are encouraged to utilize absentee or early voting opportunities or build voting into their plans for Saturday Feb.24, 2024. Polls are open in South Carolina from 7a.m. until 7.p.m.

**II. Recommendations**

- a. **That** the minutes of the Summer Stated meeting, held September 17, 2023, be approved and admitted to the record.

- d. **That** the Attendance report from the Summer Stated meeting held on Summer 17, 2023, be approved and admitted to the record.
- e. **That** all requests for excused absences from teaching Elder member of CAP and Ruling Elder Commissioner **be referred** to the Stated Clerk for review and recommendation in accordance with M-3.0117 of the CAP manual of Administrative Operations.
- f. **That** all Ministry Team reports contained in the handbook *without recommendations* be received as information.
- g. **That** the Minutes of the Commission to Install Rev. John Joseph as Associate Pastor for Providence Presbyterian Church be approved and included in the record.
- h. **That** the resolution proposed by the Shepherding Team to adopt the Sustainable Peace Pledge be approved.

### III. Personal Note

This Report is my last as Stated Clerk, an office I have been privileged to hold in a presbytery it has been my honor to serve. Every day of the past seven years has been a learning experience. I extend my sincerest thanks to all the staff and many, many volunteers with whom I have worked. What I got right, I got right because of you and our Lord God; mistakes were my own.

Respectfully Submitted  
Catherine D. Byrd, Stated Clerk  
December 12, 2023

## **REPORT OF ATTENDANCE, SUMMER MEETING, SEPTEMBER 16, 2023**

Attendees are listed in the minutes: absences are as follows;

### **Ministers of Word and Sacrament, and CREs, Absent Without Excuse**

Russell Blackwelder

Reece Humphries

Mary Robinson

Ralph Wetherell

### **Churches Not represented by a Ruling Elder Commissioner-Without Excuse**

Allendale

First Presbyterian Orangeburg

Harbor View

St. Luke

Wallingford

### **Ministers of Word and Sacrament, and CRSs, Absent With Excuse**

Cecelia Armstrong

Jim Miller

Zach Bragg

Patrick Perryman

Spike Coleman

Vance Polley

Bart Edwards

James Rogers

Margaret Fleming

Holton Siegling

Brian Henderson

Bo Welch

Anita Herbert

Stephen Wilkins

### **Churches Not represented by a Ruling Elder Commissioner-With Excuse**

Belle Isle

Harmony

Estill

Sunrise

Hampton

Excerpt from CAP Manual of Administrative Operations:

#### ***M-3.0117 Attendance at Presbytery Meetings:***

*Attendance and participation is vital to the work and health of the presbytery, therefore:*

*a. All ministers of word and sacrament and commissioned ruling elders are members of presbytery and are expected to attend stated meetings if at all possible. If a member of presbytery is unable to attend, that member should direct a request for excused absence to the stated clerk. At the next stated meeting the stated clerk will report the names of those ministers of Word and Sacrament who were present, who were absent with excuse, and who were absent without excuse. Honorably retired members of presbytery are excused from this obligation.*

*b. All congregations are expected to be represented at presbytery meetings as determined by section M-3.0105. If a church will be unrepresented, an excused absence shall be requested in the same manner as required of ministers of word and sacrament and reported in the same manner.*

*c. Failures to attend presbytery meetings on a regular basis, particularly without excuse, shall be brought to the attention of the Commission on Ministry.*

## **PC(USA) Special Offerings**

### **Christmas Joy Offering**

During the season of Advent, we remember and reflect God's perfect gift, Jesus Christ. This child, the Word made flesh, became one of us, so, through the Christmas Joy Offering, we honor this amazing gift by supporting leaders among us — past, present and future. The Christmas Joy Offering supports retired ministers and church workers and their families through the Assistance Program of the Board of Pensions and students in Presbyterian-related schools and colleges equipping communities of color as they pursue education and prepare to use their gifts in service to the church and world. Resources for interpretation of the Offering can be found [here](#). Videos for Christmas Joy and other Special Offerings can be found [here](#).

### **Special Offerings**

Looking for information on the four General Assembly-mandated [Churchwide Special Offerings](#) of the PC(USA)? Find information [here](#) on the 2024 seasons and receiving dates as well as the distribution and remittance of funds.

We are the Church, **Together** ... and together.

### **2024 Special Offerings Action Kit**

The 2024 Action Kit will be in your mailbox in January! The Action Kit includes a basic description of all four Special Offerings, along with key dates, social media details and contact information for staff. There are also stories of how congregations promote and use retained portions of the offerings. Included are a multitude of resources you can use as you interact with the Special Offerings and the Presbyterian Giving Catalog. The Action Kit will be available online in Spanish, Korean and English in early 2024. If you would like more hard copies (available in English only), contact Customer Service at 800-533-4371 or by [email](#).

### **Presbyterian Giving Catalog: Receive a Little Piggy Tote Bag Today!**

A Little Piggy Tote Bag is perfect for when you “head” to market, to market — and on the flipside — for taking your “*pig-tail*” home again, home again, jiggety jig.

A gift of one — or a few — piglets can serve as a valuable safety net — a source of income for a family in need around the globe. When sold at market, a pig can be a pivotal source of income. When you give a piglet or a few piglets by Dec. 31, you'll receive a Little Piggy Tote Bag as our thank you for your gift through the Presbyterian Giving Catalog.

Supplies are limited, so give a few piglets today and let this Little Piggy serve as a reminder of the lasting difference you are making in the lives of people all around the world.

[GIVE](#) your gift by Dec. 31.

### **Matthew 25 Summit — Jan. 16–18, 2024, in Atlanta**

Join us at the Matthew 25 Summit as we explore this vision together! What does it mean to eradicate poverty; how can we begin dismantling systemic racism; how will we know if we are building a vital congregation? We are offering you an invitation to innovation and a chance to dialogue, learn with and grow with others in exploration at this first-of-its-kind event! The summit will feature innovative speakers, thriving ministries, transformative workshops and space to imagine what's next! Learn more and register [here](#).

## **Compare Advent Resources and Read Excerpts with 2023 Advent Resource Guide from the PC(USA) Store**

The [Advent 2023 digital resource guide](#) from the PC(USA) Store is now available! This guide allows you to compare Advent books and resources for devotion, group study, preaching and worship. You also have direct access to excerpts and will learn about the newest Advent book for study and devotion: [Stay Awhile: Advent Lessons in Divine Hospitality](#), by Kara Eidson. This new book not only has weekly reflections for personal or small group use and brief daily devotions, but it also includes congregational resources such as liturgies, sermon starters, children's moments and even a no-rehearsals-needed Christmas pageant. Additionally, there are [video introductions](#) for each session from the author to inspire your individual or group study. [Download the Advent 2023 Resource Guide](#) | [View All Available Guides](#). (All of the resources mentioned here are available in English only.)

### **Special Days and Emphasis Sundays**

Listed below are the special days and emphasis Sundays through mid-November. If a date below is not hyperlinked to available resources, please visit the [Special Days and Emphasis Sundays](#) site for ongoing updates.

#### **November**

Veterans Day (Nov. 11, 2023)

[Hunger and Homelessness](#) Sunday (Nov. 12, 2023)

Transgender Day of Remembrance (Nov. 20, 2023)

Thanksgiving Day; Nativity Fast (Nov. 23, 2023)

[Matthew 25: Eradicating Systemic Poverty Sunday](#) (Nov. 26, 2023)

[Giving Tuesday](#) (Nov. 28, 2023)

#### **December**

[World AIDS Day: Presbyterian HIV/AIDS Awareness](#) (Dec. 1, 2023)

[Human Rights Day](#) (Dec. 10, 2023)

[Christmas Joy Offering](#) (Dec. 24, 2023)

#### **January**

New Year's Day (Jan. 1, 2024)

Human Trafficking Awareness Day (Thursday, Jan. 11, 2024)

[Matthew 25: Dismantle Structural Racism Sunday](#) (Jan. 14, 2024)

[Racial & Intercultural Justice](#)/Presbyterians Affirm Black Lives Matter (Jan. 14, 2024)

[Martin Luther King Jr. Birthday](#) (Jan. 15, 2024)

[Ecumenical Week of Prayer for Christian Unity](#) begins (Thursday, Jan. 18, 2024)

[Per Capita Sunday](#) (Jan. 21, 2024)

#### **February**

World Interfaith Harmony Week begins (Thursday, Feb. 1, 2024)

Remember Our Chaplains — Presbyterian Federal Chaplaincies (Feb. 4, 2024)

[Presbyterian Media Sunday](#) (Feb. 4, 2024)

[Souper Bowl of Caring](#) (Feb. 4, 2024)

Thursdays in Black (Feb. 8, 2024)

[Camp and Retreat Sunday](#) (Feb. 11, 2024)



Charleston Atlantic Presbytery  
Minutes of Commission Form

Ordination X Installation service for Rev. John Joseph  
(Check one or both as appropriate) (Name of Minister)  
as Associate Pastor of Providence Presbyterian Church  
(Pastor, Assoc. Pastor, or Designated) (Calling Organization)  
Held on October 15, 2023 at 171 Cordillo Pkwy Hilton Head Island, SC 29928 at 4:00 P.M.  
(Date) (Location) (Time)

The Following Members of the Commission appointed by Charleston Atlantic Presbytery were present and met 30 minutes prior to the service.

Ministers	Elders (Name and Church)
1. <u>Rev. Rebecca Albright</u> <u>Bridge General Presbyter</u>	1. <u>Keith Walston, Providence Presbyterian</u>
2. <u>Rev. Dr. William J. Ward</u>	2. <u>Evelyn White, Zion Olivet Presbyterian</u>
3. <u>Rev. Dr. David McElrath, Retired</u>	3. <u>Carolyn Martin, Providence Presbyterian</u>
4. <u>Dr. Timothy Schoonover</u>	4. <u>Sally Dalrymple, Sea Island Presbyterian</u>

Visiting Presbyters sitting with the Commission: Richard Norris

The Meeting was opened with prayer by Rev. Rebecca Albright and Evelyn White  
Evelyn White was elected Clerk of the Commission. In conformity with the Book of Order, the following was part of the service:

- Sermon was preached by Rev. Dr. David McElrath from the text Isaiah 6
- The Moderator, Rev. Rebecca Albright, explained the proceedings of the presbytery.
- The Constitutional Questions to the minister were propounded by Rev. Rebecca Albright, and to the Congregation by Rev. Dr. William J. Ward.
- A charge to the Minister was delivered by Rev. Dr. Timothy Schoonover, and to the Congregation by Keith Walston.
- The Benediction was pronounced by Rev. John Joseph.
- The minutes of the Commission were read and approved and the meeting adjourned with prayer by Rev. Rebecca Albright.

Rebecca Albright Evelyn White  
(Moderator of Commission) (Clerk of Commission)

(Approved January 4, 2005)

**THE CHURCHES OF CHARLESTON ATLANTIC PRESBYTERY AND  
THE NUMBER OF RULING ELDER COMMISSIONERS THEY WILL ELECT  
2023\***

**ALLENDALE**

Allendale Presbyterian Church 1

**BEAUFORT**

First Presbyterian Church 1

Sea Island Presbyterian Church 1

**BLUFFTON**

Lowcountry Presbyterian Church 1

**CHARLESTON**

First (Scots) Presbyterian Church 3

Harbor View Presbyterian Church 1

James Island Presbyterian Church 2

St. Andrews Presbyterian Church 1

St. James Presbyterian Church 2

Second Presbyterian Church 1

Wallingford Presbyterian Church 1

Westminster Presbyterian Church 2

Zion-Olivet Presbyterian Church 1

**EDISTO ISLAND**

Edisto Presbyterian Church 1

The Presbyterian Church on Edisto Island 1

**ESTILL**

Estill Presbyterian Church 1

**GOOSE CREEK**

Peace Presbyterian Church 1

**HAMPTON**

Hampton Presbyterian Church 1

Harmony Presbyterian Church 1

**HANAHAN**

Yeamans Park Presbyterian Church 1

**HLTON HEAD ISLAND**

First Presbyterian Church 3

Providence Presbyterian Church 1

**HOLLYWOOD (Yonges Island)**

St. Paul Presbyterian Church 1

**JOHNS ISLAND**

Bethel Presbyterian Church 1

Hebron-Zion Presbyterian Church 1

Johns Island Presbyterian Church 1

St. Andrews Presbyterian Church 1

**McCLELLANVILLE**

New Wappetaw Presbyterian Church 1

**MONCK'S CORNER**

First Presbyterian Church 1

**MOUNT PLEASANT**

Mount Pleasant Presbyterian Church 4

Palmetto Presbyterian Church 1

**ORANGEBURG**

First Presbyterian Church 1

St. Luke Presbyterian Church 1

**PINEVILLE**

Belle Isle Presbyterian Church 1

**SANTEE**

Santee Presbyteiran Church 1

**SULLIVANS ISLAND**

Sunrise Presbyterian Church 1

**SUMMERVILLE**

Dorchester Presbyterian Church 1

Summerville Presbyterian Church 2

**WADMALAW ISLAND**

Salem Presbyterian Church 1

**WALTERBORO**

Aimwell Presbyterian Church 1

Bethel Presbyterian Church 1

Hopewell Presbyterian Church 1

**WILLISTON**

Williston Presbyterian Church 1

**YEMASSEE**

Beaufort Salem Presbyterian Church 1

**Charleston Atlantic Presbytery**  
**The Shepherding Team**  
**Report at Fall Stated Meeting**  
**December 12, 2023**

**Information:**

General Presbyter Search Committee: The search committee was formed by the Shepherding Team on behalf of the presbytery consisting of: Elder Mark McCain and Rev. Daniel Smoak (co-chairs), Rev. Diane Knauf, Rev. Isaac Moore, and Elder Sandra Otero. The committee has begun its work and has posted the Ministry Discernment Profile on the CLC system, CAP Chatline, the Presbyterian Outlook and has sent the MDP to other presbyteries for posting on their sites. The deadline for applications is December 31, 2023.

Report on Life of Presbytery: In accordance with the presbytery Manual of Administrative Operations a report of the life of presbytery was prepared by the Shepherding Team and is attached at the end of the Shepherding Team report.

Moderator and Vice-Moderator Procedures Handbook: A handbook was developed by the Shepherding Team as an aid for moderators and vice-moderators in the carrying out of their various responsibilities.

Sunday Worship Services at Presbytery Office: The conducting of occasional worship services Sunday afternoon in the sanctuary at the presbytery office was approved by the Shepherding Team. An offering will be received to cover any expenses incurred for worship leaders and materials. Any surplus from the offering will be used with the presbytery operating budget. The first of these series of worship services was held on November 12. These services will provide an opportunity for members of presbytery and others to worship and fellowship together...also, it provides an outreach to the nearby community to those that might be interested.

**Recommendations:**

**\*\*** Denotes item included in Consent Agenda

Overture to GA Regarding Administrative Leave: The COM is proposing an overture to amend the *Book of Order* regarding administrative leave. This overture will be presented to presbytery apart from the Shepherding Team report. The Shepherding Team **recommends** that presbytery approve the overture and rationale and forward to the General Assembly.

Overture to GA Regarding Sustainable Peace Pledge: Rev. Jim Miller, an HR member of presbytery, after doing extensive research with organizations outside the church, is proposing an overture for presbytery to send to General Assembly. This overture, regarding the adoption of the Sustainable Peace Pledge and other actions to be taken by the GA, will be presented to presbytery apart from the Shepherding Team report. The Shepherding Team **recommends** that presbytery approve the overture and rationale and forward to the General Assembly.

**\*\*** Adoption of Sustainable Peace Pledge: An overture regarding the Sustainable Peace Pledge is proposed for presbytery to send to the General Assembly and is included in the handbook. The overture includes the recommendation that all councils of the church adopt the described Sustainable Peace Pledge. The Shepherding Team **recommends** that presbytery adopt the following Sustainable Peace Pledge:

Sustainable peace entails the physical, material, psychological, cultural, religious, and ecological well-being of all peoples. We declare our organizational intention to pursue sustainable peace in our work and lives.

The rationale for the adoption of this pledge is described in detail in the Sustainable Peace Pledge overture included in the handbook.

Overture from Presbytery of Atlanta: CAP received an overture from the Presbytery of Atlanta regarding an amendment to the *Book of Order* in the section pertaining to the waiver of the requirements for ordination. The Presbytery of Atlanta is requesting CAP's concurrence on their overture. This issue will be presented separately from the Shepherding Team report. The Committee on Preparation for Ministry of CAP reviewed the overture and is recommending that presbytery approve the concurrence. The Shepherding Team also **recommends** that presbytery approve the concurrence of the overture.

Stated Clerk Supervisor: The presbytery Manual of Administrative Operations states: "The Stated Clerk shall be supervised by the General Presbyter Pastor to Pastors..." The Shepherding Team believes it would be best if the Stated Clerk were accountable to the Shepherding Team in the same way as the General Presbyter and **recommends** the following amendment to the Manual:

That the bracketed and italics section of M-0102b be removed:

"b. The Stated Clerk [*shall be supervised by the General Presbyter Pastor to Pastors and*] shall perform those duties requested by the Book of Order and shall be governed by Chapter IV of this Manual of Administrative Operations. In addition the Stated Clerk shall be responsible for...

And the following language be inserted in its place:

**"...is accountable to the Shepherding Team of presbytery, which shall provide an annual evaluation of the Stated Clerk. The Stated Clerk..."**

Section M-0102b will then read:

"b. The Stated Clerk is accountable to the Shepherding Team of presbytery, which shall provide an annual evaluation of the Stated Clerk. The Stated Clerk shall perform those duties required by the Book of Order and shall be governed by Chapter IV of this Manual of Administrative Operations. In addition the Stated Clerk shall be responsible for..."

Associate Stated Clerk Position: The current section of the presbytery Manual of Administrative operations pertaining to the Associate Stated Clerk position is as follows:

"M-4.0102 STATED CLERK

.....c) The presbytery shall elect an Associate Stated Clerk who will serve a term of three years, and he/she shall be eligible for reelection. The Associate Stated Clerk shall serve according to the provisions of the Book of Order and the Manual of Administrative Operations. The Associate Stated Clerk shall function as the Stated Clerk when the Stated Clerk is absent or unable to function. Ordinarily, a member of the presbytery staff shall be nominated to the office of Associate Stated Clerk."

The Stated Clerk and the Shepherding Team believe it is important that there be a backup in the absence of the Stated Clerk. While for shorter absences the General Presbyter can act as a temporary Stated Clerk, for longer absences it might be better that a person other than the General Presbyter fill the role of Stated Clerk. To provide for more flexibility in who acts as the backup for the Stated Clerk the Shepherding Team **recommends** that the entire section M-4.0102c shown above be removed and replaced with:

**c) If the stated Clerk is absent or unable to function, the General Presbyter shall act as Temporary Stated Clerk until such time as the Stated Clerk returns to office or the presbytery elects a new Stated Clerk. If cases where a long-term absence of the Stated Clerk is anticipated in advance or is ongoing at the time of a stated meeting of presbytery, the presbytery may elect an Associate Stated Clerk—who may or may not be the General Presbyter—to serve for the period of the Stated Clerk's absence.**

Kent Grimes  
Moderator

## **Shepherding Team Annual Report on the Life of Presbytery**

### Congregations in CAP

As a whole, I think the churches in CAP are doing well. From what I hear from our medium and larger churches, the main issues continue to be: getting people back into the ministries/worship/rhythms of church life (still recovering from COVID?), committing to service/volunteering in the church, stewardship (money and time), and equipping leaders. Most of these issues were around even before the pandemic. Again, from what I observed, many churches slipped back into their programs/routines except for continuing online worship and the occasional zoom Bible study. This is understandable as the churches' staff and congregants were exhausted. The smaller membership congregations continue to struggle with survival and the difficult decisions to change or close their doors. *We have our eyes and ears open to the struggling small churches who at this time desire to be self-sufficient. They have promised they will call in CAP at the appropriate time.* Have we missed the opportunity to do some thinking/experimenting outside the box to provide new ways of being the church?

Since last spring, I have attended four presbytery-wide events (two Presbyterian Women's Gatherings, a presbytery meeting, and STEPS). There is a lot of energy at these gatherings and the fellowship time is greatly appreciated. [At several of these, the host church had to start cleaning up around the guests because they were continuing to hang around and visit!] Congregations are enjoying being back together with their Presbyterian brothers and sisters.

### Ministries of CAP

As far as the ministry of the presbytery is concerned, all the ministry teams are functioning. It is sometimes surprising to read the reports from some of the ministry teams and learn the things they are accomplishing. *The staff operates on 'auto-pilot' and they seldom have a need for direction - and they certainly do not need 'micro-managing'.* Ministry is happening even with the restraints of our financial situation. More ministry teams and subcommittees are meeting in person (usually at the presbytery office) and yet zooming has allowed individuals that do not live in the immediate area to participate in the presbytery's mission and ministry. Even though the original Neighborhood concept did not work out, the Committee on Representation still uses the neighborhoods to invite people into service on presbytery ministry teams, subcommittees, and task groups; providing more presbytery-wide representation. Identifying people to serve continues to be a challenge.

The ecclesiastical ministries are in the capable hands of the Bridge Stated Clerk. Presbytery can be assured we are compliant with the *Book of Order* and are doing things "decently and in order". Beyond the bounds of her presbytery job, she has a heart for mission supporting *Hands of Christ* and offering to help organize a new community ministry of the presbytery. I have observed that our congregations have confidence and trust in our Bridge Leadership.

### Personal Reflections

There seems to be much conversation around the use of the presbytery office building. [Can we afford the building and provide programming for the presbytery? Should we look at alternative "office" space? How do we balance building income with church/community use?] We are blessed with this space, so how do we use it to glorify God?

We would like to see the presbytery provide ministry teams opportunities to partner and support one another. [Offering a workshop session (with three to four workshops) at the February presbytery meeting. Becoming an Earth Care Presbytery. Providing a safe space for tough conversation on racism. Etc.] These and other possible opportunities would be strengthened with the input and involvement of other teams supporting the endeavors.

One of the original responsibilities of the Shepherding Team was *Visioning: creatively guide the presbytery into the future by discerning the Spirit*. [For some reason this does not appear in the current version of Shepherding Team responsibilities.] For the next twelve to eighteen months, is there a common goal to which the presbytery could work towards together [i.e. Evangelism, Community Outreach, Stewardship, Racism, Matthew 25, Leader Training]?

What about the Shepherding Team responsibility for *providing guidance, orientation, and training...for those serving on ministry teams, committees, and subcommittees*? Do we provide training videos? Do we provide training before/after a presbytery meeting?

With all the Shepherding Team has to accomplish, would it be beneficial to divide the team into subcommittees like Personnel, CAP Ministry Team Training, Visioning, etc. so that every team member serves on a subcommittee. Would a retreat with the Shepherding Ministry Team be helpful? If so, should the Ministry Teams be included for all or a portion of it?

*Submitted on September 23, 2023 by:*

*Deacon Pie Mikell, CCE, Congregational Nurture and Service*

*Rev. Rebecca Albright, Bridge General Presbyter/Pastor to Pastors*



I attest that the Presbytery of Greater Atlanta approved the following overture at its Fall Stated Meeting on November 4, 2023.

Rev. C. Anderson James  
Stated Clerk

The Presbytery of Greater Atlanta overtures the 226th General Assembly (2024) to direct the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative votes:

Shall G-2.0610 be amended as follows: (text to be deleted is ~~struck through~~)

When a presbytery concludes there are good and sufficient reasons for accommodations to the particular circumstances of an individual seeking ordination, it may, by a three-fourths vote, waive any of the requirements for ordination in G-2.06, except for those of G-2.0607d. If a presbytery judges that there are good and sufficient reasons why a candidate should not be required to satisfy the requirements of G-2.0607d, it shall approve by three-fourths vote some alternate means by which to ascertain the readiness of the candidate for ministry in the areas covered by the standard ordination examinations. ~~A full account of the reasons for any waiver or alternate means to ascertain readiness shall be included in the minutes of the presbytery and communicated to the presbytery to which an inquirer or candidate may be transferred.~~

### **Rationale**

Those persons who respond to the call to serve as a minister of the Word and Sacrament in the church have embarked on a sacred journey, accompanied by their home congregation and presbytery of care. Along the way, the presbytery and the inquirer or candidate develop a relationship of accountability and trust that enables and empowers the whole church to be a part of this journey of faithful response to God's call. Placing a detailed record of a potentially traumatic encounter in the permanent records of the presbytery does little to further this relationship of accountability and trust and only provides an opportunity to increase and intensify harm.

Removing this requirement for this full account of the reasons for a waiver of examination requirements for those under the care of a presbytery clarifies that the detailed record of a person's preparation for ministry process is independent from the long-term story of that person's faithful service as a minister. This amendment simplifies the text of the Constitution by making it less of a manual of operations and gives voice to emerging understandings of learning differences, cultural competency, and neurodivergence that are increasingly common within and beyond the church. The proposed amendment allows for greater pastoral sensitivity by presbyteries in their care of those preparing for ministry and encourages presbyteries to trust one another in their work with those preparing for this sacred calling.

# Sustainable Peace Pledge Overture

**The Presbytery of Charleston-Atlantic overtures the 226th General Assembly [2024] of the PC(USA) to**

- Adopt the following Sustainable Peace Pledge<sup>1</sup>

“Sustainable peace entails the physical, material, psychological, cultural/religious, and ecological well-being of all peoples. We declare our organizational intention to pursue sustainable peace in our work and our lives.”
- Call upon the Presbyterian Mission Agency to hold a consultation of relevant PC(USA) agencies and PC(USA)-related organizations to begin the process of developing a comprehensive, coordinated, global, and long-term strategy for contributing to the mitigation of the effects of climate change, which imperil “the physical, material, psychological, cultural/religious, and ecological well-being of all peoples.”
- Include in the consultation representatives from other Christian denominations and other faith communities, but especially denominations of the World Communion of Reformed Churches.
- Encourage the other councils of the PC(USA) to adopt this pledge and develop their own a comprehensive, coordinated, global, and long-term strategies in concert with that of the Presbyterian Mission Agency.
- Encourage all members of the PC(USA) to personally adopt this pledge.<sup>2</sup>
- Have the Presbyterian Mission Agency report back to the 227<sup>th</sup> General Assembly in 2026 on the progress toward establishing and implementing a comprehensive, coordinated, global and long-term strategy for contributing to the mitigation of the causes and effects of climate change.

## **Rationale:**

- Earth is warming and will continue to do so for the foreseeable future.<sup>3</sup>
- This warming, accelerated by human activity, is forcing changes in Earth’s climate.
- The primary anthropogenic factor forcing climate change is increasing amounts of carbon dioxide, methane, and nitrous oxide in the atmosphere, causing a “greenhouse” effect, heating Earth.<sup>4</sup>
- If no more greenhouse gases were added to the atmosphere, methane would dissipate in about a decade and nitrous oxide in a bit over a century.<sup>5, 6</sup>
- About 80% of carbon dioxide would be dissolved in the ocean over two centuries but the remainder would take millennia. In the process the ocean becomes more acidic.<sup>7</sup>

- However, greenhouse gasses continue to be added to the atmosphere.
- It is estimated that the level of temperature rise over the next century will overshoot current mitigation targets.
- The consequences of climate change will affect virtually every aspect of human life and every human being on Earth.
- The global consequences of climate change (e.g., wide-spread drought, frequency of wild fires, severe weather events, sea level rise, wide-scale flooding, species extinction, etc.) will increase in severity for successive generations even if global efforts to mitigate them are instituted today.<sup>8</sup>
- In addition to these consequences for the global ecosystem, there will be pronounced human costs.<sup>9</sup>
- These will include:
  - wide-spread hunger,
  - mass population migration,<sup>10</sup>
  - increased heat-related health challenges and diseases,
  - increased global political violence<sup>11</sup>
- Scripture warns that the iniquities of the parents will be delivered upon the children for many generations (Exodus 20:5)
- Scripture also declares reasons for hope (Jeremiah 32:1-9, Romans 8:38-39, Revelation 21:5).
- The opening chapter of Genesis shows God calling upon the existing creation to share in the creation of the future (Genesis 1:11, 20, 24).
- Scripture witnesses that present actions have consequences on future generations; that by the loving grace of God, the present is not fully determined by the past; and that we are called upon by God to help bring forth the new creation.
- While some of the consequences of climate change are inevitable, their degree can be mitigated by concerted application of God-called human capacities of intellect and imagination.
- Efforts to mitigate the most severe consequences of climate change for future generations will need to be comprehensive, coordinated, global, and long-termed.
- Such efforts need to include, at least<sup>12</sup>:
  - Reducing, substantially, current levels of CO<sub>2</sub> and other greenhouse gas emissions<sup>13</sup>,

- adopting non-CO<sub>2</sub> emitting forms of energy production,
- removal of and sequestering CO<sub>2</sub> from the ocean and atmosphere.<sup>14</sup>
- These mitigating measures are at their very earliest stages or still under research and development.
- The PC(USA) currently has formal or affiliated efforts that could address or are addressing some of the issues related to mitigating climate change.
- These include but are not limited to the Advisory Committee on Social Witness Policy; the Office of Public witness; the Presbyterian Peacemaking Program; Mission Responsibility Through Investment; Presbyterians for Earth Care; and the Presbyterian Association on Science, Technology, and the Christian Faith.
- However, the PC(USA) does not currently have a comprehensive, coordinated, global, long-term strategy for its efforts to contribute to mitigating the consequences of climate change.
- Still, the PC(USA) has identified itself as a Matthew 25 Church, and the Presbyterian Mission Agency has taken the organizational lead in fulfilling that Matthew 25 commitment.<sup>15</sup>
- The Presbyterian Mission Agency has adopted three primary foci and three intersectional priorities as means of fulfilling the Matthew 25 commitment.
- One of the intersectional priorities is climate change.
- Without significant mitigation of the already anticipated consequences of climate change, the issues related to the other Matthew 25 foci and priorities (i.e., building congregational vitality; dismantling structural racism; eradicating systemic poverty; gender justice and heteropatriarchy; militarism) will be exacerbated.
- The Presbyterian Mission Agency is the fitting agency of the PCUSA to coordinate the development of a comprehensive, coordinated, global, long-term strategy for contributing to the development of a sustainable peace that will incorporate all of the foci of the PC(USA) Matthew 25 initiative.
- The Sustainable Peace Pledge itself does not provide such a strategy but it is a commitment to seek *Shalom* in relation to all people and all of God's creatures.
- The Pledge commits the PC(USA), as a body, to develop and implement a strategy to work toward a comprehensive, coordinated, global, and long-term effort to mitigate the worst consequences of global climate change and provide a foundation for an ecologically sustainable peace that would fulfill Matthew 25 goals.

- The Pledge commits other Councils of the PC(USA) and individual PC(USA) members, if they adopt it, to work toward a comprehensive, coordinated, global, long-term effort to attain an ecologically sustainable peace.
- The Pledge also commits the PC(USA) to engage in an ecumenical and interfaith effort to contribute to a comprehensive, coordinated, global, long-term effort to attain an ecologically sustainable peace beginning with engaging members of the World Communion of Reformed Churches.

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<sup>1</sup> <https://www.bioearthcommunity.org/peace-pledge>

<sup>2</sup> <https://www.bioearthcommunity.org/sustainable-peace>

<sup>3</sup> <https://www.science.org/content/article/500-million-year-survey-earths-climate-reveals-dire-warning-humanity>; <https://scitechdaily.com/66-million-years-of-earths-climate-history-uncovered-puts-current-changes-in-context/>; <https://sites.uci.edu/energyobserver/2018/11/23/summary-of-us-climate-assessment-impacts-risks-and-adaptation/>

<sup>4</sup> [https://en.wikipedia.org/wiki/Greenhouse\\_gas](https://en.wikipedia.org/wiki/Greenhouse_gas)

<sup>5</sup> [https://en.wikipedia.org/wiki/Atmospheric\\_methane#:~:text=Methane%20is%20not%20as%20persistent,where%20little%20water%20usually%20reaches.](https://en.wikipedia.org/wiki/Atmospheric_methane#:~:text=Methane%20is%20not%20as%20persistent,where%20little%20water%20usually%20reaches.)

<sup>6</sup> [https://en.wikipedia.org/wiki/Nitrous\\_oxide](https://en.wikipedia.org/wiki/Nitrous_oxide)

<sup>7</sup> [https://en.wikipedia.org/wiki/Carbon\\_dioxide\\_in\\_Earth%27s\\_atmosphere](https://en.wikipedia.org/wiki/Carbon_dioxide_in_Earth%27s_atmosphere)

<sup>8</sup> <https://climate.nasa.gov/effects/>

<sup>9</sup> <https://www.epa.gov/climate-indicators/understanding-connections-between-climate-change-and-human-health>

<sup>10</sup> <https://www.zurich.com/en/media/magazine/2022/there-could-be-1-2-billion-climate-refugees-by-2050-here-s-what-you-need-to-know>

<sup>11</sup> <https://credendo.com/en/knowledge-hub/climate-change-increases-social-political-and-geopolitical-risks-medium-long-term#:~:text=Political%20violence%20is%20thus%20likely,instability%20and%20uncertain%20government%20policies.>

<sup>12</sup> <https://www.ncbi.nlm.nih.gov/books/NBK44138/>

<sup>13</sup> <https://www.energy.gov/eere/renewable-energy>

<sup>14</sup> <https://www.usgs.gov/faqs/what-carbon-sequestration>

<sup>15</sup> <https://www.presbyterianmission.org/wp-content/uploads/Guide-to-Matthew-25-Resources-1.pdf>

**Charleston Atlantic Presbytery/ Presbyterian Women  
Moderator's Report for the Charleston Atlantic Presbytery  
December 2023 Meeting**

Presbyterian Women of CAP have had an active fall season. Our Fall Gathering was held at St. James PC in September. We had a large attendance, and St. James women were wonderful hosts. Shelagh Wirth, SOSA PW Moderator, came from Columbia to conduct a workshop on EVERYTHING PW. New and even experienced officers learned a great deal from her presentation. She also provided each participant with an informative booklet. Pie Mikell presented an overview of the *Sacred Encounters* PW Bible Study. That is always a way to get us ready to study all year in our church groups.

Many congregations of PW groups have been doing exciting things and have been active in missions. Dorchester held their 11<sup>th</sup> Annual Colonial Bazaar which raised \$11,000 for charities HOME AGAIN OF THE LOWCOUNTRY and I AM VOICES. PW Cluster C on Johns Island their 19<sup>th</sup> annual Chat n' Chew at Hebron Zion. As moderator I attended my first Chat n' Chew, and it was a wonderful morning with hearing Pastor CeCe, experiencing interesting workshops, delicious food, and having fellowship with friends. Westminster is sponsoring their annual underwear ministry for incarcerated women in Charleston. Zion Olivet is holding a prayer breakfast for women. Dorchester is having their annual women's retreat at St. Christopher with Pastor CeCe as the leader. Many of the women attend Pastor Lib McGregor Simmons' monthly zoom meetings on the PW Bible Study. Pastor CeCe's *Faithful Fridays* on Facebook have a large following.

It is exciting to see the churches in CAP working and sharing together. Shelagh Wirth continues to connect us well with Synod and other women in congregations in the three states. She keeps us abreast of activities and events as well as when special prayers are needed. Sharing with PW moderators throughout SOSA helps bring new ideas and ways to solve problems.

Churchwide Gathering will be held in St. Louis in August, 2024. Theresa Pinckney of Aimwell PC is working on bus transportation for those who want to travel that way. The Churchwide theme is *Do Everything in Love*. We look forward to fellowship with Presbyterian Women nationally and internationally.

Submitted by,  
Candy King  
CAP Moderator of Presbyterian Women

**Committee on Representation  
Report to the Fall 2023 Stated Meeting of  
Charleston Atlantic Presbytery**

**Information:**

The Committee on Representation of Charleston Atlantic Presbytery has met in zoom and through email throughout the fall of 2023 to develop a slate of nominees to serve CAP in 2024.

\*Yellow rows indicate empty seat available for nomination.

**Recommendation:**

To elect the following people to serve on the ministry teams of Charleston Atlantic Presbytery as indicated below. Demographic information is included for reference purposes.

**Commission on Ministry:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Blake Hawthorne	2026/1	HR		TE	W	M
Evelyn White	2026/2	Zion Olivet	F	RE	AA	F
Marilyn Muckenfuss	2026/2	James Island	E	RE	W	F
	2024/1					
Steve Souther	2026/2	HR		TE	W	M
Bo Hamilton	2026/2	HR		CRE	W	M
	2026/1					

**Committee on Preparation for Ministry:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Karen Cookson	2026/2	Yeamans Park	B	RE	W	F
John Joseph	2026/1	Providence	D	TE	W	M
Linda Rosseau	2026/2	St. Andrews	F	RE	AA	F
Ce Ce Armstrong	2025/1	St. James	E	TE	AA	F

**Nurture Ministry Team:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Sharon Klein	2026/2	Summerville	A	RE	W	F
Brian Henderson	2026/2	St. James	E	TE	AA	M

**Committee on Representation:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Bart Edwards	1905/7	Mount Pleasant	B	TE	W	M
Ethan Van Deventer	1905/7	Summerville	A	RE	W	M
Margaret Fleming	2026	Chaplain	At Large	TE	W	F

**Permanent Judicial Council:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Clark Remsburg	2029	First Orangeburg	C	TE	W	M
Catherine Byrd	2029	John's Island	E	RE	W	F
Cat Parlor	2029	Chaplain	At Large	TE	W	F
	2027					
Lissa Long	2025	Westminster	F	TE	W	F
Alonzo Washington	2025	HR		TE	AA	M
	2025					

**Property:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Ralph Wetherell	2026/1	Palmetto	B	CRE	W	M
	2026/1					

**Shepherding Team:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Dee Bee Wright	2026/2	Westminster	F	RE	W	F
Clarissa Whaley	2026/2	St. James	E	RE	AA	F
Bill Ward	2025/1	Providence	D	TE	W	M
Danny Massie	2026/2	HR	C	TE	W	M
Terri Wetherell	2026/2	James Island	E	RE	W	F
Priscilla Holztclaw		Westminster	Vice-Moderator	RE	W	F
Alan Rousseau		St. Andrews	Past Moderator	RE	AA	M
Perry Griffin	2025/1	Aimwell	A	TE	AA	M
Cibele Santos		Providence	Moderator	TE	L	F



**Stewardship of Financial Resources:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Rose Frasier	2026/2	Bethel	A	RE	AA	F
John Ford	2026/2	Wallingford	F	RE	AA	M
Stephen Wilkens	2026/1	Chaplain		TE	W	M

**Trustees:**

NAME	CLASS	CHURCH	NEIGHBORHOOD	OFFICE	ETHNICITY	GENDER
Pam Freeman	2028	Wallingford	F	RE	AA	F
	2028					

**Moderators:**

Commission on Ministry	2024	Jeri Perkins
Nurture	2024	Brian Henderson
Committee on Preparation for Ministry	2024	Pat Jones
Committee on Representation	2024	
Shepherding	2024	Alan Rousseau
Stewardship of Financial Resources	2024	Achim Dafin
Service to Others	2024	Hank Martin

Charleston Atlantic Presbytery-Slate of Commissioners for GA 2024

TWO Ruling Elders will be voted on.

TWO Teaching Elders will be voted on.

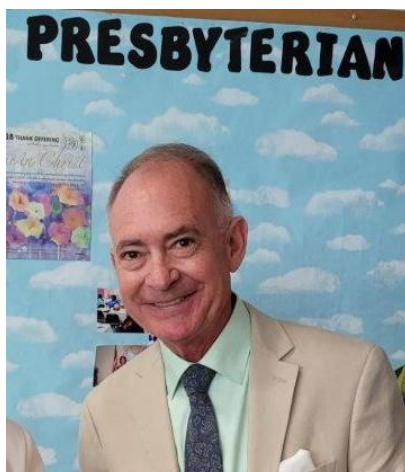
ONE Young Adult Delegate will be voted on.

1	Jay Jackson	First Moncks Corner	RE	W	M
2	Catherine Byrd	John's Island	RE	W	F
3	Isaac Moore	St. Paul	TE	AA	M
4	Ce Ce Armstrong	St. James	TE	AA	F
5	Bob White	First Hilton Head	RE	W	M
6	Spike Coleman	St. Andrews	TE	W	M
YAD	Ethan Van Deventer	Summerville Pres	YAD	W	M
YAD	Farrakhan Jones-James	Edisto Presbyterian	YAD	AA	M
YAD	Liza Jones	First Pres Hilton Head	YAD	W	F

## Ruling Elder Catherine Byrd

My husband, Bobby, and I currently are members of Johns Island PC, which we joined in 2022. We became presbyterians at Eastminster PC in Colombia in 1994, shortly before the birth of the first of our two sons. I have been an elder for over 20 years, having been ordained at First (Scots) PC. I served on various committees there, as well as being the director of Christian Education for two years in the early "aughts." Working with the Local Missions Committee at First (Scots) led to my involvement with Hands of Christ, which I have served as a volunteer for 17 years. HOC led me to greater awareness of the breadth and diversity of our denomination presbytery. That led me to my present position: for the past almost 7 years I have been Stated Clerk of the Presbytery. As Stated Clerk I have observed three General Assemblies. In 2018 I accompanied our commissioners, YAAD and TSAD to the GA in St. Louis, a truly memorable experience. The virtual nature of the next two GA meant I could observe even more of the committee meetings than I could in person—and I did! I think I have a good understanding of the organization of the PC(USA) and how the GA works. I would love to serve as a Commissioner and would be truly honored should the presbytery select me.





## **Elder Jay Jackson**

Ruling Elder John H. (Jay) Jackson of 1<sup>st</sup> Moncks Corner is a lifelong Presbyterian and has served Charleston Atlantic Presbytery (CAP) through three congregations and directly on CAP committees / ministries over the past 37 years. He currently sits on our Finance Committee in addition to managing our Investment Portfolios. Jay is most passionate about Worship, Music, Youth, and Stewardship of God's natural, financial, and human resources.

Jay grew up in 1<sup>st</sup> Presbyterian Church of Sumter, SC, where he first learned the Stories of Jesus, accepted Jesus as his Lord & Savior (and friend), was Baptized, and joined the Church. Jay was active in service to God through Youth Group, Choir, Boy Scouts, and Sr. High Youth Council for Harmony Presbytery.

While studying Forest Management at Clemson, Jay was active at Fort Hill Presbyterian where he sang in the choir and served as Moderator of the Presbyterian Students Association. During the summers he taught those same Stories of Jesus to children at Presbyterian Camps Buc & Awanita Valley. He remains passionate about Youth and the Camp experience.

Graduation and his first job brought Jay to the LowCountry and Charleston Atlantic Presbytery in 1984. He first lived in Walterboro and then Summerville where he sang in the choirs, and provided youth group leadership in our Bethel and Summerville church families, respectively. While studying Business & Investing at The Citadel, Jay served as Youth Director for the Summerville congregation. Also during this time, he was called and Ordained as a Ruling Elder and installed on the Session where he chaired the Kindergarten Committee.

In 1992 Jay's young family moved to Moncks Corner and in 1996 they moved church membership to First Presbyterian. At 1<sup>st</sup> Moncks Corner Jay has served 3 terms on session chairing the Music & Worship and Finance Committees, taught adult Sunday School, worked with Hands of Christ, provided music for Youth Group, and sung in the Choir. In 2011, Jay was called to chair a new Finance Committee at CAP and has been leading or assisting in that endeavor the past 12 years.

Jay embarked on a Pilgrimage to the Holy Land in 2023 where he walked in the footsteps of Jesus & His disciples; was re-baptized in the Jordan River; and experienced, first hand, how Christians, Jews, Muslims, and others can live in harmony and be respectful of one another in the places of our common heritage. He has not participated in a General Assembly before but has followed GA developments over the past several assemblies, feels particularly called to this

ministry at this time, and is excited for the chance to join hands, hearts, and minds with other delegates to accomplish God's work for us there.

## **RULING ELDER ROBERT R. WHITE**

Bob White is currently serving on session in the class of 2023 at First Presbyterian Church of Hilton Head Island, South Carolina. In this capacity, he serves as Chair of the Giving Ministry and also serves on the Worship and Music Ministry. Bob also served as Chair of the Associate Pastor Nominating Committee that successfully called both of the current Associate Pastors at FPCHHI.

Raised in the Methodist Church, Bob has been a Presbyterian since he and his wife Judy married in 1981. He retired in 2019 after a career as an Information Technology consultant serving clients in both the public and private sectors. While busy with his responsibilities at FPCHHI, he is also active in the community by volunteering as treasurer of a non-profit that serves the needs of adults with intellectual disabilities.

Bob holds a Bachelor of Science in Business Administration from the University of Alabama in Huntsville with a concentration in Accounting and Computer Science. He and his wife Judy have two daughters, six grandchildren and one great-grandchild.



## The Rev. Cecelia Armstrong

Rev. Cecelia D. Armstrong is a cradle Presbyterian who held membership at Calvary, New Life, Belle-Terrace Presbyterian churches in Detroit, MI, Atlanta, GA, and Augusta, GA, respectively. She was educated at Spelman College, the University of Southern Mississippi, and the Interdenominational Theological Center, where she attended Johnson C. Smith Theological Seminary. She was ordained as a Deacon, and then an Elder, before she accepted the call on her life into ministry. Pastor CeCe served Grady Memorial Hospital as a chaplain and Beth Salem as supply pastor. As an ordained Minister of the Word and Sacraments, Rev. Armstrong served as Solo Pastor of Grace in Lantana, FL and now is the very proud Associate Pastor of St. James on James Island in Charleston, SC.



## The Rev. Isaac Moore

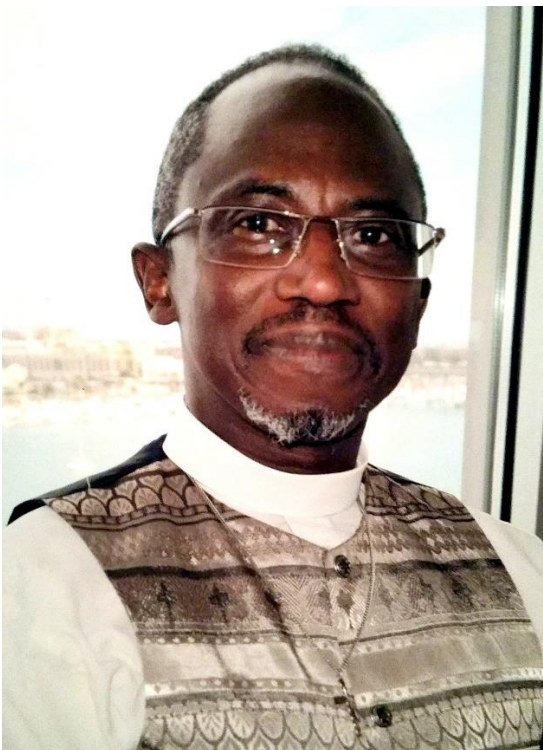
Rev. Isaac G. Moore, Jr. was born August 2, 1950 to Mr. Isaac G. Moore, Sr. and Mrs. Mary D. Moore. He attended the schools of James Island and graduated from W. Gresham Meggett HS in 1968. After graduation, he enlisted in the US Air Force in 1969. He served as an enlisted man until he was commissioned in 1981 as a Second Lieutenant. He traveled extensively while in the military, visiting such countries as England, Honduras, Korea, and Belgium, just to name a few. He retired from the military as a Captain in November of 1991.

He was raised in St. James Presbyterian Church, James Island, and was baptized at the age of 12. He faithfully attended Sunday school and church. In October of 1990 he was called into the ministry. He attended Johnson C. Smith Seminary in Atlanta GA from 1992 to 1995 where he received his Masters of Divinity Degree. After graduation, he worked in the school system in Dorchester and Berkeley Counties. In November of 1997, he was called to become the Pastor of Dulatown Presbyterian Church in Lenoir, NC. He served in this position until July of 2005. He then returned to South Carolina and served as a "substitute" pastor until he was called to become the Supply Pastor at St. Andrews Presbyterian Church, Johns Island. He retired in 2019 but returned as a Supply Pastor at St. Paul Presbyterian Church, Hollywood, SC in August 2021.

He earned his undergraduate degree in Political Science from St. Leo College in 1981. While at Dulatown Presbyterian Church in Lenoir, North Carolina, he served as a member of the Coordinating Council and as Moderator for the Self-Achievement of People Committee. At the Synod level, he served on the Race and Ethnic Committee. He also served as a staff member for the Presbytery of Western North Carolina as a liaison for Afro-American churches within the Presbytery.

He is currently married to the former Barbara Cochran and they have four (4) children (Darrin, Tiffany, Tomeka and Tonya), 10 grandchildren, one great-grand-daughter, and are expecting one more great grand.

He is interested in watching golf games, reading, and playing with his guitars. Most of his time is spent either at the church or at home with his children and grandchildren.





## **The Reverend Dr. George “Spike” Coleman**

Spike Coleman has been blessed with the privilege of serving as the pastor of St. Andrew’s Presbyterian Church (USA), Charleston, SC, and of being a member of the Charleston Atlantic Presbytery for 26 years. In this time, Spike’s appreciation of the connectional nature of the Body of Christ has continued to grow and to be a source of great joy. Emerging from the pandemic, Spike has led the congregation’s discernment of ways the Holy Spirit calls us to partner with our neighbors, which led to the establishment of the West Ashley Partnership Project, through which local agencies continue to build a web of relationships to serve our community, especially the children.

As a member of the Charleston Atlantic Presbytery, Spike served as a commissioner to the 214<sup>th</sup> General Assembly in 2003. He has served on numerous CAP committees and boards: the SC Home at Montreat; the Nominating Committee; the Permanent Judicial Commission; the Committee on Ministry; the Service to Others committee; and the CAP’s PDA commission. Spike has served as the CAP’s Vice Moderator and Moderator, and then as the Moderator of the Shepherding Team. For 14 years, Spike has also served our community as a crisis chaplain with Coastal Crisis Chaplaincy.

Spike has enjoyed hosting visiting mission co-workers and mission partners when they visit the CAP, including friends from the Caribbean, Central America, South America, Africa, the Middle East, and Europe. In 2008, Spike was a guest preacher and seminar leader for the 126<sup>th</sup> anniversary of the Presbyterian Church of Guatemala, and in 2019, he represented the CAP at the 150<sup>th</sup> anniversary celebration of the American School of Bogotá (Colombia).





NURTURE MINISTRY TEAM REPORT  
The Rev. Dr. Brian Henderson, Moderator

**Presbytery Youth Council-** Janie Bruce, CAP Director of Youth Ministries

Approximately 80 middle school youth and adults from 7 CAP churches participated in the Middle School Youth Retreat at Bethelwoods Camp & Conference Center this past November. The retreat theme was "Consider the Birds". Keynote leader was Genevieve Brooks from White Memorial Presbyterian Church in Raleigh, NC. Small groups and activities were led by 6 of the Presbytery Youth Council leadership team. A great time was had by all and the youth and adults alike enjoyed yet another opportunity to be together in worship and fellowship. SAVE THE DATE: The CAP High School Retreat will be February 23-25, 2024. Registration deadline is February 3, 2024. For more information, please contact CAP Director of Youth Ministries, Janie Bruce at 843-697-7248 or [jwbruce@capresbytery.org](mailto:jwbruce@capresbytery.org)

**UKirk, Orangeburg Campus Ministry-** Karey Poinsette

No report submitted.

**STEPS-** 2024 Planning Team Co-chairs Mary Quinney & Evelyn White

Do you have Saturday, August 24, 2024 marked off on your calendar? The 2024 STEPS Planning Team is working diligently to provide a wonderful event for you. Mark this date now- you know how quickly your calendar fills up! If you want to help plan this event and have an opportunity to work with some wonderful Presbyterians, contact Mary Quinney ([mbquinney@hotmail.com](mailto:mbquinney@hotmail.com)) or Evelyn White ([evelyn.white51@gmail.com](mailto:evelyn.white51@gmail.com) or Pie Mikell ([pmikell@capresbytery.org](mailto:pmikell@capresbytery.org)) The monthly meetings are by zoom and take place on the first Thursday of the month at 1:00pm (about an hour). If you are not sure what S.T.E.P.S. ((Studying, Teaching, Equipping, Praying, Serving) is all about, contact the co-chairs or Pie.

**Resource Center**

February 14, 2024 is an important date to remember! Yes, it is Valentines Day, but on the liturgical calendar it is also Ash Wednesday, the beginning of Lent. Remember your presbytery resource center (lending library) has many Bible and thematic studies, devotionals, creative art ideas, and much more. To see what is available, you can access the online [catalog](#) or contact Pie Mikell ([pmikell@capresbytery.org](mailto:pmikell@capresbytery.org))

So what to do the six Sundays between "Baptism of the Lord" Sunday and the Sunday before Lent begins? Here are a few suggestions:

***Body & Soul: Reclaiming the Heidleberg Catechism*** by Craig Barnes- This kit contains everything that you need for a six-week study of the Heidelberg Catechism. There is one copy of Craig Barnes' book, a CD (and printed copy) of a 6-session study, and a DVD with 6 intro videos in which Barnes explores the key themes of each chapter of the book.

***Restless Heats: Where Do I Go New God?*** by Alex Joyner- This is a 6-week study for young adults that will help them reflect upon who they are, upon what they want to do with their lives, and upon God's presence and care in the midst of their vocational journey. It includes the following topics: "Inside Out: Expectations", "Passion and Vocation", "Trusting the Gifts", "Listening in the Shadows", "Somebody's Calling Your Name", "Taking Risks"

***Ten Commandments*** (from the *Being Reformed: Faith Seeking Understanding* series)- This study explores the commandment's meaning in ancient times and its implications today. The session titles are "No Other Gods," "A Jealous God," "The Sabbath Rest," "Honoring Parents," "Protecting Life," and "Desire". There is a participant's book and separate leader's guide. Most of the studies in this series are six weeks. Here is a [list](#) of available studies for more options.

***Six Themes Everyone Should Know*** series- The authors in this series highlight six themes of each of the studies that are important in understanding the scriptures. The following books are available in the series: Genesis, Exodus, Psalms, Jeremiah, Matthew, Luke, Philippians, and I and II Timothy.

Presbytery Disaster Assistance Commission  
Report for Presbytery Stated Meeting  
December 12, 2023

The Charleston Atlantic Presbytery Disaster Assistance Commission (PDAC) met twice since the last Presbytery meeting.

On October 4, 2023 the PDAC met with the Rev. Nell Herring, Mission Specialist for Volunteer Ministries at the National PDA headquarters, who shared many ways our PDAC and CAP churches can be involved in PDA efforts. Especially needed are Gifts of the Heart (hygiene kits and cleaning kits). Churches can find out more information to provide these Gifts of the Heart on the PDA website.

<https://pda.pcusa.org/page/kits/>

On November 6, 2023 the PDAC received the request from member Ed Dickson to conclude his service on the commission. PDAC recommends Rick Spivey for election to the PDAC.

The PDAC offers thanks to Mark McCain for providing an overview of PDA to the September Stated Presbytery Meeting. The PDAC continues to be active with local VOADS through our Coordinator Jeneane Ryan. We continue discerning more ways to support our CAP churches in areas of disaster preparation and response and providing educational opportunities i.e. the PDA Tip of the Month in the ChatLine.

PDA is offering a Church Safety & Security Training Workshop on March 16, 2024 from 9am – 4pm at Harborview Presbyterian Church. More information is forth coming.

CAP churches are encouraged to determine a PDA point-of-contact from your church and provide his/her contact information to the PDAC via Coordinator Jeneane Ryan at [jtryan3523@aol.com](mailto:jtryan3523@aol.com) or 630-631-9702.

Respectfully submitted,  
Ashley Sanders

Actions: None

**COMMITTEE ON PREPARATION FOR MINISTRY  
REPORT  
FALL STATED MEETING  
December 12, 2023**

**Patricia Jones, Moderator**

**INFORMATION:**

Students currently under CAP care, their status, seminary, and sponsoring congregation are:

<b>Antonio Colon-Roman</b>	Inquirer	Fuller TS	Summerville PC
<b>Andrew Doscher Byrd</b>	Candidate	Union TS-Richmond	Sea Island PC
<b>Elizabeth Eason Nix</b>	Candidate	UTS (G)	Summerville PC
<b>Caroline Grindrod</b>	Inquirer	Princeton	Palmetto PC
<b>Elizabeth Snyder</b>	Inquirer	Princeton	First Scots PC
<b>Alexandra Treyz</b>	Inquirer	Duke (G)	Second PC
<b>Erin Norton</b>	Inquirer	Dubuque	Parkside PC

The Committee on Preparation met Tuesday, November 14, 2023, at 10 a.m., via Zoom. The Committee met with the following seminarian, Elizabeth Snyder. The CPM examined and voted to accept Ms. Snyder as a Candidate for Ordered Ministry. She will be presented during the February Presbytery meeting.

Alexandra Treyz is now a board-certified chaplain and is still discerning where she wants to be in ministry. Ms. Treyz expressed what she feels most called to is chaplaincy.

The Reverend Sarah Ago is a graduate of Fuller Theological Seminary and currently attends Parkside Church. The Committee examined her and voted to accept her as an Inquirer.

The CPM continues to ask church leaders to be responsive to youth and adults who may have a call to ministry and encourage them to meet with the Committee to help discern this call. Please keep our Inquirers and Candidates in your prayers.

The CPM will hold its regularly scheduled meeting on **Tuesday, February 13, 2024**. Inquirers, candidates, and church sessions are invited to attend with needs, progress sharing, and inquiry.

**RECOMMENDATION:** None.

Respectfully submitted,

Reverend Patricia Jones, Moderator

## Charleston Atlantic Presbytery

### Report of Stewardship of Financial Resources Ministry Team to Presbytery Meeting on Tuesday, December 12, 2023

With what gifts do we come before the Lord our God? What possibly could we bring as gift to God, to whom belongs “every wild animal of the forest... the cattle on a thousand hills?” The Psalmist tells us, **“Offer to God a sacrifice of thanksgiving, and pay your vows to the Most High.”** Psalm 50:14

Since deadline for this report was Nov. 17<sup>th</sup> and asking amounts are not due until Dec. 1, some of the other financial reports and the 2024 budget will be included as a supplement.

## Communication – Balanced Budget

To help facilitate your Communication with us...

Achim Daffin	Moderator	<a href="mailto:AchimDaffin@gmail.com">AchimDaffin@gmail.com</a> (803) 417-9775 cell phone
John H. (Jay) Jackson	Investment Advisor	<a href="mailto:johnjackson@homesc.com">johnjackson@homesc.com</a> (correction from last mtg.)
Bob Ingram	Finance Administrator	<a href="mailto:bingram@capresbytery.com">bingram@capresbytery.com</a> (843) 509-0894
Dee Bee Wright	Treasurer	<a href="mailto:deebeewright@comcast.net">deebeewright@comcast.net</a>

### Information:

**Follow-Up to Oct. 1 communications:** Follow-up calls are being made to make sure documents have been received and are being worked on in preparation for 2024. We continue to receive responses, and we are especially grateful to those congregations who have given over-and-above commitments to the asking amount. As noted at the last Presbytery meeting verbally, based on the history of receiving pledge information, there very likely will be an adjusted budget that will be presented at the first Presbytery meeting of 2024.

**Reserve/Restricted Funds:** The workgroup continues to clean up documentation for proper use of our Reserve and Restricted Funds along with investment strategies allowing the best returns on these funds while they are being held.

In way of reminder, and as information from this workgroup:

- When a church closes, the proceeds received by Charleston Atlantic Presbytery are accounted for in an unrestricted fund.

- Ordinarily, proceeds from the closure of a church in Charleston Atlantic Presbytery will be put into the Legacy Fund or as otherwise designated by Charleston-Atlantic Presbytery.
- Proceeds from the closure of the Barnwell Presbyterian Church plus growth will be transferred to the Legacy Fund.

**Action:**

- Request approval for Sunday Services held at CAP Sanctuary, that offering be received to (a) cover expenses of service (worship leaders and materials) and (b) any surplus go to already established line items in the CAP budget.
- Request approval for the 2024 Budget.

Respectfully Submitted

Achim Daffin, Moderator – Stewardship of Financial Resources Ministry Team

Synod of South Atlantic  
1937 University Blvd. W.  
Jacksonville, FL 32217

(904) 356-6070

## STATEMENT

Charleston Atlantic  
4701 Park Place West  
North Charleston SC 29405

Date: 10/05/2023  
Envelope Number: 125

### CONTRIBUTIONS

Date	Check/Type	Amount	Date	Check/Type	Amount	Date	Check/Type	Amount
03/28/2023	52599	6,000.00	06/27/2023	52741	6,000.00	09/26/2023	52865	6,000.00

### FUND SUMMARY

Fund Name	Amount
Per Capita	14,250.00
Mission Giving	3,750.00
<b>Total Contributions from 01/01/2023 to 09/30/2023</b>	<b>\$18,000.00</b>

### GOAL SUMMARY

Fund Name	Goal	Actual	Difference
Per Capita	22,188.00	14,250.00	-7,938.00
<i>01/01/2023 - 12/31/2023 22,188.00 per Year</i>			
Mission Giving	14,792.00	3,750.00	-11,042.00
<i>01/01/2023 - 12/31/2023 14,792.00 per Year</i>			
<b>Goal Outstanding:</b>			<b>18,980.00</b>

Unless otherwise noted, no goods or services were provided in connection with any contribution, or their value was insignificant or consisted entirely of intangible religious benefits.



## PRESBYTERY PER CAPITA & MISSION GIVING

### AS OF SEPTEMBER 30, 2023

	Per Capita	Mission Giving	Prior Yr. Per Capita	Prior Yr. Mission Giving	Total	Per Capita Yearly Goal	YTD %	Mission Giving Yearly Goal	YTD %
110 - Central Florida	10,174.91	1,431.88	6,910.68	1,047.62	19,565.09	20,557.50	49%	13,705.00	10%
125 - Charleston Atlantic	14,250.00	3,750.00			18,000.00	22,188.00	64%	14,792.00	25%
128 - Cherokee	7,044.76	750.00			7,794.76	5,769.00	122%	3,846.00	20%
218 - Flint River	2,787.89	1,858.59	502.94	335.29	5,484.71	4,420.50	63%	2,947.00	63%
221 - Florida	4,960.00	3,310.00	594.00	409.00	9,273.00	6,622.50	75%	4,415.00	75%
223 - Foothills	7,564.50	2,521.50	4,002.00	1,334.00	15,422.00	19,410.00	39%	12,940.00	19%
254 - Greater Atlanta	20,599.19	4,375.00	38.73		25,012.92	45,366.00	45%	30,244.00	14%
442 - New Harmony	7,525.14	5,016.75			12,541.89	10,033.50	75%	6,689.00	75%
472 - Northeast Georgia	6,246.00	2,000.00	780.75	250.00	9,276.75	9,369.00	67%	6,246.00	32%
528 - Peace River	9,623.37	7,181.59	5,022.51	2,180.49	24,007.96	18,796.50	51%	12,531.00	57%
554 - Providence	6,700.05	3,466.87	528.76	2,321.04	13,016.72	8,377.50	80%	5,585.00	62%
579 - St. Augustine	10,528.00	7,000.00			17,528.00	15,739.50	67%	10,493.00	67%
624 - Savannah	2,715.78	1800.00	2,878.50		7,394.28	5,431.50	50%	3,621.00	50%
704 - Tampa Bay	7,849.55		988.88		8,838.43	17,292.00	45%	11,528.00	0%
713 - Trinity	5,524.32	8,844.75	3,456.12		17,825.19	17,422.50	32%	11,615.00	76%
714 - Tropical Florida	4,529.41	1,065.97		70.20	5,665.58	8,595.00	53%	5,730.00	19%
<b>TOTAL</b>	<b>128,622.87</b>	<b>54,372.90</b>	<b>25,703.87</b>	<b>7,947.64</b>	<b>216,647.28</b>	<b>235,390.50</b>	<b>55%</b>	<b>156,927.00</b>	<b>35%</b>

## Technology Task Force Report September 2023

A Task Force was formed in February 2023 to evaluate the current technology that is used in our Presbytery. After our initial meeting additional communications have taken place between staff and various entities related to our technology to raise our concerns and work towards a reduction of cost as well, as determine the actual needs of technology going forward. Our primary contacts related to staff have been Office Administrator as it relates to needs, and Finance Administrator as it relates to costs.

Members of the task force are: Priscilla Holtzclaw for leading and coordinating the tasks, Alan Rousseau for working with the renegotiation of contracts, John Rate as it relates to routers and actual hardware needs and Achim Daffin as the communicational resource back to Finance Team and Shepherding Team.

It has become very clear to all members of the task force that the current system of contracts and equipment is complicated and has not been monitored closely. Unfortunately, many of the decisions were made during the move to the new office, the distractions of the Covid lockdowns and a change in administration. Thus follow-up slipped through the cracks a bit.

Going forward, it is recommended that we should have a liaison/point person identified, who would be available to work with staff to monitor these processes and be alert to technical and financial concerns. There needs to be a small group with specialized skills who are willing to answer questions or trouble-shoot issues that arise in this fast and ever-changing world of technology. By keeping up with needs that are changing in the organizations and closely monitoring usage and overrun costs, it is likely that significant cost reductions can be made over the next two years. Specific skills are listed in attachment 1.

Attachment 1 gives specific recommendations for the specific concerns that were raised to us. Attachment 2 is a spreadsheet that shows current and future costs for technology. There are no obvious large areas of cost-cutting, since we are currently in contracts and in some cases, have not really delineated what the goals and uses of certain technologies are. For example, how important is a better system of audio-visual equipment for hybrid meetings. There are many levels of improvement that can be done, but we may also be able to get by with what we have until budgetary constraints ease. Also, what types of copy needs should we anticipate? Small jobs only would allow us to purchase a desktop copier once the current contract expires in



2 years. Or we can replace the current contract with a less expensive one that will lock-us in for another 3-5 years.

The office landline phone system is essentially useless due to its complexity. We are currently paying for 2 cell phones now (Pie and Michele), so moving to cell only should be considered. Again, cost will depend upon the specific contract with Verizon so we have not yet done a full cost analysis.

Thank you for allowing us to participate in this task force.

Priscilla Holtzclaw

Alan Rousseau

John Rate

Achim Daffin

Michele Jones

Bob Ingram

Technology Task Force  
Attachment 1

- 1) C.A.P. paid over \$40,000 in technology accounts in 2022, with a staff of 4 people regularly in the office building and 4 working primarily from home. The staff and Shepherding Team believe this is excessive.

**Recommendation: technology is expensive. A spreadsheet is included as attachment 2 to this report that has the details of expenditures. The current system is extremely complicated with multiple contracts covering various functionality. There needs to be a point person who is intimately familiar with the systems and contracts, and that can be a liaison with the staff to reduce costs. Cost savings can also be achieved by encouraging participants to work digitally, thus reducing the need for copy costs. A new website design would be valuable for encouraging people to access digital documents.**

- 2) The computers and laptops are being rented until September 2023. When the lease runs out, guidance will be needed as to what should be purchased.

**Recommendation: We currently have 3 Dell Latitude 3500 laptops, 2 Dell Optiplex 3030 desktops and the Dell PowerEdge T110 which is the server. A fourth laptop was given to the previous Executive Presbyter when he retired. These computers and laptops become ours once the lease runs out. We are able to renew the Dell service contracts for 2 more years, however, service has been done through Docusystems and these contracts have never been used. Cost of renewing the contracts is approximately \$1000 and would serve no purpose if we continue service through the current Docusystems contract.**

- 3) The Presbytery is in a lease agreement for a large copier until 2025. The copier is not used as much as it once was, as most things are now digital. Is it possible to get out of this agreement? And, if so, what is the best alternative moving forward? If not, what is the recommended path in 2025?

**Recommendation: We have received a new proposal for a large copier that will reduce the cost and will buy out our current contract. If the Presbytery documents are primarily digital, we can likely go to a smaller, off the shelf, machine once the lease expires. However, the production of large amounts of hard copies for activities such as Presbyterian Women and STEPS continues to be requested. At this time, the office administrator has recommended continuing to use a larger machine but this needs to be determined.**

- 4) The phone system is very complicated and difficult to use. Most of the staff use their cell phones. The Presbytery is in an agreement for these until August 2023. Would it make more sense just to buy cell phones for all staff?

**Recommendation: Since no one is able to use the current landline system, move to cell phones. We will lose the cost invested in the equipment but will have a system that actually functions for the staff. This needs to be negotiated with Comcast to see what the cost and options are.**

- 5) The data entry software for the Presbytery is difficult to use, time consuming, and out of date. Is there a better system, program, or way of collecting and entering contact information and other types of data?  
**Recommendation: the task force was unable to identify a different system that would meet our needs for data input and retrieval. POMA does have value due to the low cost and lack of available options in this niche market. Its shortcomings may be mitigated with additional vendor support.**
- 6) The internet is a problem when it goes out and affects the security system.  
**Recommendation: keep the current provided and equipment, updating as needed to maintain reliability.**
- 7) The network tech-support is expensive and not very helpful or practical.  
**Recommendation: The proposed new copier contract would continue to provide tech-support but in a more accessible fashion.**
- 8) There is an ongoing need for members in the Presbytery whom the staff can contact when technological questions arise.  
**Recommendation: Form a small team to assist staff as needed. Recommend: (1) a liaison who can interface with the other team members as needed and with vendors or repair technicians; (2) a technical guru, who has the knowledge, time, and interest in this issue; (3) a contract specialist or lawyer who can read and advise on upcoming contracts.**
- 9) The website needs to be reviewed for practical purposes and vitality.  
**Recommendation: We agree that options need to be developed, as our website is being used more frequently for communication with a diverse audience. It is not flashy, but it is functional and provides digital access to documents. Decisions first need to be made as to the purpose and use that is envisioned for the website. A web designer/maintainer is not inexpensive, but an updated website would allow a great deal of information to be disseminated quickly and could be of significant value to members of the Presbytery.**
- 10) Review the Presbytery technology for hybrid meetings and make recommendations.  
**Recommendation: We have a basic system that allows hybrid meetings to occur in the conference room. We have not yet price out the cost of a new system that would improve audio as well as well as video.**

## Attachment 2: Technology Budget Items

Item #	Company	Equipment	Monthly Fee	Total Yearly Fee	Outcome / Recommendation	Updated Cost
		<b>Account 5225</b>				
1	Coastal Capital Lease	Konica Minolta	\$538.10	\$6,457.20	Contract through 2025. Recommendation is to finish out this contract and relook in 2024 or to negotiate a new vendor with buyout of this contract. We have received a proposal from Digital Imaging which would result in significant savings . Updated cost reflects that contract price.	\$7,284
2	DeLage Landen	Desk and laptop computers	\$277.55	\$3,330.60	Contract expires in August 2023. Consider extending warranties. Updated cost would cover the warranty extension.	\$1,000
3	DocuSystems	Monitoring and support contract for computers	\$653.40	\$7,840.80	Contract expires 7/24/2023. Current cost is \$709 per month, \$8508 per year. Only actual need is to monitor server, which is backed up twice a week. Storage contract allows only for 100 GB, with overage fee This appears to be insufficient since we are paying overage each month.  This contract needs to be fully evaluated.	\$8,508
4	DocuSystems	Printing Contract	\$182.06	\$2,184.72	This covers the cost of printing; Will be rolled into new contract with Digital Imaging if we choose to go with that company.	0

## Attachment 2: Technology Budget Items

Item #	Company	Equipment	Monthly Fee	Total Yearly Fee	Outcome / Recommendation	Updated Cost
5	DocuSystems	Copy Overage	May - July	\$461.06	This is an overage fee. Special events have resulted in large amounts of copying, overrunning the budgeted amount. There needs to be a decision made as to whether large numbers of copies are really needed anymore. This item should be \$0	0
6	DocuSystems	Total GB Fee	\$18.15	\$72.60	To be rolled into new contract	\$0
7	DocuSystems	Extra Support Fees		\$645.00	Payment for in-person service fees; this will continue if we continue with this lease. Is difficult to estimate since we cannot predict problems with copier.	\$1,000
8	DocuSystems	Price Increase	\$654.40 - \$709.06	\$182.06 - \$198.10	This is now accounted for in the contract charge above	\$0
9	Docugraphics	Xerox	\$664.18	\$4,649.26	Last year's payment. No longer on premises	\$0
10	Fox Music	Sound System	Final	\$1,325.68	Final bill	\$0
11	Heidler	POMA	Yearly	\$480.00	\$480 per year; plus \$32 per month for sending out chatline x 12 months = \$384 per year	\$864
12	Zoom, Adobe, QB's	Software Products	Yearly	\$2,496.10	QuickBooks on-line is expensive. Rec is to stick with desktop and remote connect with VPN	\$2,496
13	Website			No recent payment	Will need to continue reviewing the options. Should consider acquiring domain name	\$195
			<b>Account 5225 Total</b>	<b>\$29,943.02</b>		<b>\$21,347</b>

## Attachment 2: Technology Budget Items

Item #	Company	Equipment	Monthly Fee	Total Yearly Fee	Outcome / Recommendation	Updated Cost
	<b>Phone System</b>	<b>Account 5227</b>				
14	Comcast	Phone/Internet	\$412.21	\$4,946.52	Fire, elevator and internet require these lines but our contract includes TV. Need to revisit this contract	<b>\$4,950</b>
15	Konica Minolta	Phone System	\$326.01	\$3,912.12	System is so complicated, no one can figure out how to use it. Recommend we move to cell phone business service.	<b>\$3,900</b>
16	Verizon	Cell Phone	\$186.68	\$2,240.16	Current staff cell phone cost	<b>2240</b>
			<b>Account 5227 Total</b>	<b>\$11,098.80</b>		<b>\$11,090</b>
			<b>Grand Total</b>	<b>\$41,041.82</b>		<b>\$32,437</b>
		<b>Xerox and Fox Music removed</b>	<b>Adjusted Grand Total</b>	<b>\$35,066.88</b>		
				<b>current savings</b>		<b>\$2,629.88</b>

## SERVICE TO OTHERS MINISTRY TEAM

### Fall 2023 Presbytery Meeting Handbook Report

#### **Racial Reconciliation Subcommittee**

- Kwanza is an African American and Pan-African holiday that celebrates history, values, family, community, and culture. The ideas and concepts of Kwanzaa are expressed in the Swahili language, one of the most widely spoken languages in Africa. Kwanza begins on December 26 and runs through January 1 culminating in a communal feast. To learn more, watch for a series of articles in the CHAT Line.
- Several of our churches are involved in the Charleston Area Justice Ministries (CAJM). CAJM continues its work on: advocating for an effective affordable housing fund, following up with the Charleston and N. Charleston Police Departments to see that the recommendations of the racial bias audits are carried out, working with the school system to see that restorative practices discipline program is implemented in all schools, and working to revitalize Gadsden Creek and improve flooding in that neighborhood. CAJM recently voted to take on a new initiative in 2024: another area of concern related to education.
- A task group has been formed to design a workshop for churches to help them write their Manual of Operations Anti-Racism policies required by the *Book of Order*. Watch for details coming in January.

#### **Global Missions Subcommittee**

The presbytery is not planning a mission trip to Puerto Rico in 2024, but here is another mission opportunity you may want to check out! Would you like to learn more about God's mission in the beautiful South American country of Colombia? If so, you are invited to serve on a delegation from the Charleston Atlantic Presbytery to visit our brothers and sisters in the Central Presbytery of the Presbyterian Church of Colombia. They have graciously invited us to visit them to build relationships and to explore possibilities for a mutually supportive and encouraging relationship between our two presbyteries. If you would like more information about this wonderful opportunity, please email or text Spike Coleman ([colemanspike@gmail.com](mailto:colemanspike@gmail.com) or 843-709-2625). It would be great if we could plan a visit for February.

#### **Self-Development of People Subcommittee**

- Through the *One Great Hour of Sharing* offering the presbytery is allotted a portion to support Self-Development of People projects. This year the Self-Development of People Subcommittee has applied for three grants of \$3,500 each to programs that help provide food for children and senior adults.
- Grant money is available each year, so be thinking of projects in your community that may qualify. For more information, go [here](#). If you have questions, contact Alonza Washington ([alonza.washington@yahoo.com](mailto:alonza.washington@yahoo.com))

#### **Child Advocacy Subcommittee**

- We thank Allison Hubbard for helping congregations develop child protection policies. Each church, according to the *Book of Order*, needs to have such a policy; and reminds congregation members periodically. If you need assistance in writing your Child Protection Policy, contact Allison ([ahubbard@jamesislandpc.org](mailto:ahubbard@jamesislandpc.org)) or Pie Mikell ([pmikell@capresbytery.org](mailto:pmikell@capresbytery.org))
- We are wondering whether a “blessing box” at the Presbytery offices containing baby and new mother supplies could answer a need for families in that “food desert” area. If so, then

many of our congregations would need to take turns stocking the box. Please let Pie ([pmikell@capresbytery.org](mailto:pmikell@capresbytery.org)) know of your willingness to help.

- If you would like to serve on the Child Advocacy Subcommittee please contact Pie Mikell.

#### **Earth Care Subcommittee:**

- Several members of Dorchester Presbyterian Church participated in the Beach/River Sweep that took place the third Saturday in September. After collecting the trash, it was taken to the aquarium to be analyzed. The biggest culprits were plastic spoons and drier sheets. Want more information about participating in the Beach/River Sweep, go [here](#)
- Several churches in our presbytery participate in the Adopt-A-Highway program which takes place twice a year. If you are interested in having your church participate in this program, go [here](#)
- Both groups working on ridding our communities of trash said, “You wouldn’t believe what people throw on our roads and waterways.” One of the biggest culprits is one time use water bottles. Do you carry your reuseable water bottle with you?
- If you are interested in becoming an Earth Care Congregation or want to join this subcommittee where lots of ideas are shared, contact Andi Stem ([andistem1@gmail.com](mailto:andistem1@gmail.com)) or Pie Mikell ([pmikell@capresbytery.org](mailto:pmikell@capresbytery.org))

Hank Martin, Rev. Cameron Smith, and Janie Bruce led a STEPS workshop session on “Organizing Local Missions”. A summary of these discussion questions will be posted on the Chat Line.

Respectfully submitted,  
Hank Martin, Service to Others Ministry: Team Chairperson



**Commission on Ministry  
Report to Charleston Atlantic Presbytery  
Fall 2023 Meeting**

The Commission on Ministry reports the following information and actions taken since its last report for the Summer Meeting of Charleston Atlantic Presbytery in September 2023.

**Ministerial Transitions**

- On October 15, 2023, an administrative commission appointed by COM installed Rev. John Joseph at the Associate Pastor of Providence Church on Hilton Head. The report of that commission is attached as COM Ex. A.
- On September 25, 2023, Rev. Elizabeth Johnson began serving as Associate Pastor at First Hilton Head. Her installation will be scheduled in early 2024.
- On November 1, 2023, Rev. David Johnson began serving as Associate Pastor at Providence Church in Bluffton. His installation will be scheduled in early 2024.
- On November 7, 2023, COM acted on the request of Rev. Sidney Davis and the concurrence of Zion-Olivet's congregation and approved Rev. Davis' retirement and the dissolution of the pastoral relationship, both being effective December 31, 2023.
- On November 7, 2023, COM acted on the request of Rev. Lawrence Peebles and the concurrence of Santee's congregation and approved Rev. Peebles' retirement and the dissolution of the pastoral relationship, both being effective December 31, 2023.
- On November 7, 2023, COM approved Rev. Robert Eaddy, a United Church of Christ minister living in Orangeburg, SC to serve on the approved list of pulpit supply ministers.

**Congregational Transitions**

- COM approved the formation and/or monitored the progress of the following Pastor Nominating Committees:

<u>Congregation</u>	<u>Position</u>	<u>PNC Formation Approved</u>	<u>Work Completed</u>
Mt. Pleasant	Senior Pastor	Mar 7, 2023	
Mt. Pleasant	Associate	Nov 7, 2023	
James Island	Senior Pastor	Jun 6, 2023	
First Scots	Associate	Aug 29, 2023	

- COM approved a request from Wallingford to seek a stated supply minister.

### **Commissioned Pastors**

- COM received mentor evaluations for and/or annual reports from the following Commissioned Pastors:

Bo Hamilton  
Karey Poinsette

- On September 15, 2023, COM appointed an administrative commission for the September 17, 2023, commissioning of Martha Feil to serve the S.C Presbyterian Pilgrimage and Kairos Prison Ministry. That report is attached as COM Ex. B. COM approved those ministries as validated ministries on October 3, 2023.

- The following ruling elders are currently serving as Commissioned Pastors:

Martha Feil	Henry Meeuwse	Mary Robinson
Johnny “Bo” Hamilton	Richard Norris	Reginald Simmons
Priscilla Holtzcalw	Karey Poinsette	Ralph Wetherell
Reece Humphries	Eugene Richardson	

- The following ruling elders are eligible to serve as Commissioned Pastors:

Ellen Branham	Scott Graule	Cassandra Roper
Corrine Byrd	Michele Jones	Clarissa Whaley
Jim Deavor	Doug Richardson	Ray Whaley
Skip Grooms		

### **Triennial Visits**

COM made triennial visits with the following sessions:  
St. Andrews Johns Island

### **Actions Taken**

- On August 29, 2023, COM approved the agreements between Rev. Tricia Petraven and James Island and Rev. Terri Wetherell and James Island to serve as interim head of staff and interim associate, respectively.
- On October 3, 2023, COM appointed a committee to work with St. Andrews Johns Island to explore possible avenues of continued ministry by that congregation.
- On November 7, 2023, COM approved the attached policies regarding Assimilation of Pastors into Charleston Atlantic Presbytery (COM Ex. C), and Procedures for Installation of Pastors in Charleston Atlantic Presbytery (COM Ex. D).

- On November 14, 2023, COM approved the agreement between Rev. Sandford Hull and Palmetto to continue serving as interim pastor.

### **Session Minutes**

- On October 3, 2023, COM completed the review of 2022 session minutes for the congregations:

Aimwell	Johns Island	St. Andrews Johns Island
Belle Isle	Mt. Pleasant	St. Paul
Bethel, Johns Island	New Wappetaw	Summerville
Bethel, Walterboro	Palmetto	Williston
Dorchester	Salem	Westminster
Hebron-Zion	Santee	

The following congregations have not submitted their 2022 minutes for review:

Allendale	Harmony
Beaufort Salem	St. Luke
First Moncks Corner	Sea Island
First Orangeburg	Sunrise

### **Boundary Training**

To implement the mandate from the General Assembly that presbyteries provide boundary training to its ministers, commissioned pastors, certified Christian Educators, and candidates for ministry, COM recommended and presbytery approved a proposal for boundary training. All individuals in those positions must complete the training within a three year cycle. The schedule for the training is attached as COM Ex. E.

### **Recommendations for Action by Presbytery**

- On November 7, 2023, COM unanimously voted to recommend to Charleston Atlantic Presbytery that it approve the attached proposed overture to the General Assembly to amend the language of D-7.0909.b.in the Church Discipline section of the *Book of Order* to require that any administrative leave in cases of sexual misconduct be paid leave. See COM Ex. F.

Submitted,

David S. Yandle  
Moderator, Commission on Ministry



**Charleston Atlantic Presbytery  
Minutes of Commission Form**

Ordination X Installation service for Rev. John Joseph  
 (Check one or both as appropriate) (Name of Minister)  
 as Associate Pastor of Providence Presbyterian Church  
 (Pastor, Assoc. Pastor, or Designated) (Calling Organization)  
 Held on October 15, 2023 at 171 Cordillo Pkwy Hilton Head Island, SC 29928 at 4:00 P.M.  
 (Date) (Location) (Time)

The Following Members of the Commission appointed by Charleston Atlantic Presbytery were present and met 30 minutes prior to the service.

Ministers	Elders (Name and Church)
1. <u>Rev. Rebecca Albright</u> <u>Bridge General Presbyterian</u>	1. <u>Keith Walston, Providence Presbyterian</u>
2. <u>Rev. Dr. William J. Ward</u>	2. <u>Evelyn White, Zion Olivet Presbyterian</u>
3. <u>Rev. Dr. David McElrath, Retired</u>	3. <u>Carolyn Martin, Providence Presbyterian</u>
4. <u>Dr. Timothy Schoonover</u>	4. <u>Sally Dalrymple, Sea Island Presbyterian</u>
Visiting Presbyters sitting with the Commission: <u>Richard Norris</u>	

The Meeting was opened with prayer by Rev. Rebecca Albright and Evelyn White was elected Clerk of the Commission. In conformity with the Book of Order, the following was part of the service:

- Sermon was preached by Rev. Dr. David McElrath from the text Isaiah 6
- The Moderator, Rev. Rebecca Albright, explained the proceedings of the presbytery.
- The Constitutional Questions to the minister were propounded by Rev. Rebecca Albright and to the Congregation by Rev. Dr. William J. Ward.
- A charge to the Minister was delivered by Rev. Dr. Timothy Schoonover, and to the Congregation by Keith Walston.
- The Benediction was pronounced by Rev. John Joseph.
- The minutes of the Commission were read and approved and the meeting adjourned with prayer by Rev. Rebecca Albright.

Rebecca Albright of John Joseph  
 (Moderator of Commission) (Clerk of Commission)

(Approved January 4, 2005)

**Charleston Atlantic Presbytery  
Commissioning Service for Elder Martha Feil  
Mount Pleasant Presbyterian Church  
September 17, 2023**

Representatives of the Charleston Atlantic Presbytery (CAP) Commission on Ministry (COM) joined the congregation of Mount Pleasant Presbyterian Church (MPPC) on Sunday, September 17, 2023, at their 8:30 AM "Net" Blended service. The team was there for the purpose of granting a commission to Elder Martha Feil, allowing her to serve as a Commissioned Pastor (CP) in and for the Mount Pleasant Presbyterian Church and to serve as clergy for the South Carolina Presbyterian Pilgrimage and Kairos Prison ministries.

The commissioning team consisted of the following:

CP Johnny "Bo" Hamilton, COM representative  
Rev Daniel de Beer, MPPC Interim Senior Pastor  
Elder Susan Dalton, MPPC

Elder Feil led the service and delivered the sermon. CP Hamilton opened the commissioning part of the service with a welcome on behalf of CAP and the COM. He explained the purpose and parameters of the commission, shared opening sentences of scripture, and offered a prayer for Elder Feil and her call to serve. Elder Dalton asked the Constitutional questions. Rev De Beer welcomed Elder Feil into this new ministry and offered a closing prayer.

Respectfully submitted, Johnny "Bo" Hamilton



## Assimilation of Pastors into Charleston Atlantic Presbytery

The gifts of the Holy Spirit are many and one of the missions of the church is hospitality and fellowship. A parish often provides much of this to a new pastor and the Presbytery realizes the need for more intentional when a pastor begins his/her call to a church within Charleston Atlantic Presbytery.

When COM approves a pastor, a *friend* will be assigned to this pastor. The *friend* will be a member of COM and will provide a report each month to the Commission. It is the friend's responsibility to initiate and maintain the connection with the pastor for a period of 6-8 months from the beginning of the pastor's call.

### Expectations:

- During the first 10 days of the pastor's tenure, the friend will make contact by phone, email or text to introduce one's self and establish a mutually convenient time (30 minutes) for the initial telephone conversation. This is a great time to ask questions of the pastor such as what are the living arrangements (i.e., renting until later, bought a house, looking for a Realtor, etc), the feel of the community and the church, children, parents, schools, etc. This may initially sound like "small talk", yet it can be the foundation of the pastor's story.
- During the initial phone conversation, schedule a time about two-three weeks later to have another telephone – a good time to follow-up on some of the things from the first conversation. Also, a time to talk about upcoming CAP meeting, any concerns the person may have with community, church or other. Answer questions the pastor has about anything for which the friend can be helpful. Before conversation ends, schedule a convenient time in a month.
- The Friend should initiate a telephone call, lunch, an in-person visit if possible each month with the pastor through the first 6-8 months.

The hope is within a 6-8 month period, a true friendship will form and the meetings, conversations, etc will happen naturally.

### Procedure for Installation of Pastors in Charleston Atlantic Presbytery

The *Book of Order* sets forth the parameters for a service of installation of a minister of the Word and Sacrament:

When the congregation, the presbytery, and the minister of the Word and Sacrament (or candidate) have all concurred in a call to a permanent or designated pastoral position, **the presbytery shall complete the call process by organizing and conducting a service of installation.** Installation is an act of the presbytery establishing the pastoral relationship. A service of installation occurs in the context of worship. The order for that service of worship in the Directory of Worship (W-4.04) shall be followed. G-2.0805 (Emphasis added).

Ordination, installation and commissioning may take place during the Service of the Lord's Day as a response to the proclamation of the Word. . . . The ordination and/or installation of a minister of Word and Sacrament **shall take place at a time that enables substantial participation of the presbytery.**" W-4.0402 (Emphasis added).

The Commission on Ministry ("COM") has adopted the following procedure for the installation of ministers of the Word and Sacrament to meet the expectations of the *Book of Order*.

1. After consultation with minister to be installed and session of the congregation, COM shall appoint a commission to install the minister. The commission shall consist of five to seven members composed of teaching and ruling elders from Charleston Atlantic Presbytery. At the request of the minister to be installed, other teaching or ruling elders may assist the commission.

2. The commission shall be responsible for organizing and conducting the service of installation in accordance with the provisions of W-4.04. The commission shall coordinate its efforts with the worship committee of the congregation in which the pastoral relationship is to be established.

3. To ensure the substantial participation of the presbytery in the installation service, those planning the service should consider the following:

- a. The service shall normally be held at a time other than a regular Sunday morning worship service. Any departure from this must be approved by the COM. In consultation with COM, a session may elect to consolidate all morning services or move its morning service(s) to a time to facilitate substantial participation by the congregation and presbytery.

- b. The host congregation should consider inviting choirs from neighboring churches to participate in the service. It should invite congregations in its cluster group to attend.

c. The host congregation should consider enlisting the assistance of neighboring churches to host a reception following the service so that host congregation members may attend the installation service.

d. COM shall request that each congregation in the presbytery send at least one ruling or teaching elder to attend. These visiting elders may be jointly recognized as a demonstration of the presbytery's commitment to the success of the new pastoral relationship.

e. Each congregation in the presbytery, on the morning of the scheduled installation, should include in the prayers of the people thanksgiving and intercession for the new pastoral relationship to be established within the presbytery.

4. The moderator of presbytery or another member of presbytery leadership shall ask the constitutional questions of the minister and, at the appropriate time, announce the installation of the minister.



# **Charleston Atlantic Presbytery**

## **Healthy Boundary Training Sessions**

**2024-2025**

**Saturday, January 27, 2024-** Lowcountry Presbyterian Church

Facilitators: Kaye Keeler and Richard Norris

**Tuesday, April 23, 2024 -** CAP office

Facilitators: Ce Ce Armstrong and Bart Edwards

**Saturday, August 24, 2024 -** Mt. Pleasant Pres Church (in conjunction with STEPS)

Facilitators: Henry Meeuwse, Catherine Byrd and Jim Deavor

**Tuesday, November 12, 2024 –** CAP office

Facilitators: Suzy Edwards and Henry Meeuwse

**Tuesday, March 25, 2025-** CAP office

Facilitators : Mary Robinson and Bart Edwards

### Overture to Require that Administrative Leave under D-7.0902 be Paid Leave

The Presbytery of Charleston Atlantic overtures the 226<sup>th</sup> General Assembly (2024) of the Presbyterian Church (U.S.A.) to direct the Stated Clerk to send the following proposed amendment to the presbyteries for their affirmative or negative vote.

1. Shall Section D-7.0902.b., regarding administrative leave, be amended as follows:  
[Text to be added is shown in bold italics.]

Regardless of the employment status of the Minister of Word and Sacrament, the members designated in accordance with D-3.0102, shall determine as quickly as possible, after receiving the written allegations and providing the accused an opportunity to be heard, whether the risk to a congregation and/or to other potential victims of abuse requires ***paid*** administrative leave or other restrictions upon the minister's service when considered in light of the nature and probable truth of the allegations. Such ***paid*** administrative leave or restrictions will continue until either the matter is resolved in one of the ways prescribed in the disciplinary process or until the leave or restrictions are altered or removed by members of the commission. ***The cost shall be borne by the employing entity whenever possible or be shared by the presbytery as necessary.***

#### **Rationale:**

This amendment would preserve the due process rights of all ministers of the Word and Sacrament accused of sexual misconduct without diminishing the protections afforded to the alleged or potential victims of that misconduct.

Since the imposition of administrative leave was first authorized on July 3, 2005, until the adoption of Church Discipline on July 9, 2023, all ministers and presbyteries throughout the denomination were subject to a single, standard process when allegations of sexual misconduct were received. That process – standard throughout the denomination – provided presbyteries the necessary mechanism for imposing administrative leave while requiring that the leave be paid.

The imprecision and ambiguity of the current language in D-7.0902 fails to provide a standard process applicable throughout the denomination. The text of D-7.0902 fails to define the administrative leave as either paid or unpaid. The conspicuous omission or deletion of “paid administrative leave” from the text of D-10.0106 in the Rules of Discipline, and the substitution of simply “administrative leave” in D-7.0902 in Church Discipline lead to at least two plausible interpretations: first, that all administrative leave is to be unpaid, and second, that each presbytery can set its own policy as to whether the leave is to be paid or unpaid. Such imprecision and ambiguity do not provide an acceptable constitutional standard to be applied equally to all ministers of the Word and Sacrament.

**I. Unpaid Administrative Leave is Improper.** If the drafters' intent was that all administrative leave is to be unpaid, that result unfairly and improperly deprives ministers of the Word and Sacrament of vital due process protections.

**A. Unpaid Leave Undercuts the Presumption of Innocence.** The imposition of unpaid administrative leave within days of receipt of allegations, before even an investigative committee has been appointed, is completely inconsistent with and dramatically undercuts the presumption of innocence set forth in D-8.0201.c. Not only is a minister stripped of all ecclesiastical authority, but the presbytery immediately deprives the minister of any right to compensation as set forth in the terms of call to which the minister and congregation have agreed and which the presbytery approved.

**B. Diminished Standard of Proof.** The current language in D-7.0902.b. allows the forfeiture of all compensation based upon a demonstrably lower standard of proof than that required for an ultimate finding of guilt. D-7.0902.b. allows the imposition of administrative leave based on the "probable truth of the allegations." D-8.0902 allows a finding of guilt only "when a comparison and consideration of all the evidence compels an abiding conviction that the material facts necessary to prove the charge are true." Relying on phraseology from the Rules of Discipline, those standards of proof would have been probable cause and beyond reasonable doubt. Regardless of the phraseology incorporated into Church Discipline, the quantum of proof required under D-7.0902.b. is dramatically less than that in D-8.0902.

**C. Pretrial Forfeiture of Compensation is Punitive.** "[T]he exercise of church discipline is one for building up the body of Christ, not for destroying it, for redeeming, *not for punishing.*" D-1.01 (Emphasis added). The forfeiture of all compensation within days of receipt of allegations, before an investigation or trial, is tantamount to punishment before an adjudication of guilt and is contrary to the constitutional objectives.

## **II. Constitutional Due Process Must Have Consistent Application.**

The Presbyterian Church (U.S.A.) has long been committed to equal protection of all persons. The Foundations of Presbyterian Polity proclaim that commitment: "The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership." F-1.0403. The 225<sup>th</sup> General Assembly implemented that guarantee when it chose to require the inclusion of a specified amount of family leave for all installed pastors rather than allowing each presbytery to adopt its own policy. G-2.0804. The 226<sup>th</sup> General Assembly should provide a similar denomination-wide requirement for administrative leave.

The provisions of Church Discipline apply throughout the denomination to afford all involved equal protection and equal access. "The Constitution of the Presbyterian Church (U.S.A.) is infused with principles and standards to which *all* active members of congregations and ministers of the Word and Sacrament voluntarily submit." D-1.0201 (Emphasis added).



Individual presbyteries cannot establish their own quorum requirements for their permanent judicial commissions. D-3.0602. Individual presbyteries cannot establish their own time periods for filing a notice of appeal. D-10.0201. Individual presbyteries cannot establish their own criteria for the composition of the special committee authorized to determine the necessity of administrative leave. D-3.0102. Each of these and other judicial processes have been established by the Constitution of the Presbyterian Church (U.S.A.) for equal application throughout the denomination. Why then should the issue of compensation during administrative leave be left to individual presbyteries to determine?

The right of a minister of the Word and Sacrament to be informed of a pending disciplinary process does not depend on the rules of the presbytery to which the minister belongs. D-7.0501. The right of a minister of the Word and Sacrament to be presumed innocent does not depend on the rules of the presbytery to which the minister belongs. D-8.0201.c. The right of a minister of the Word and Sacrament to be represented by counsel does not depend on the rules of the presbytery to which the minister belongs. D-7.1003.c. and D-8.0103.d.(2). Each of these and other rights have been established by the Constitution of the Presbyterian Church (U.S.A.) for equal application throughout the denomination. Why then should the entitlement of a minister of the Word and Sacrament to compensation while on administrative leave depend on the rules of the presbytery of the minister's membership?

The full participation in the governance of our church, guaranteed in F-1.0403, demands that the provisions of Church Discipline be enforced and implemented equally throughout the denomination. The current text of D-7.0902 does not meet that constitutional guarantee.

**Conclusion:**

For the foregoing reasons, the provisions of D-7.0902 should be amended to require paid administrative leave as set forth in the proposed overture.

## CHRISTIAN EDUCATORS SERVING IN CAP CHURCHES 2023

**Onalee Avinger** is the Director of Children's and Youth Ministries at the St. Andrew's Presbyterian Church, Charleston.

**Geneva Baxley** is the Director of Children and Family Ministries at the First Presbyterian Church, Beaufort.

**Allison Bond** is the Director of Youth and College Ministries at the Summerville Presbyterian Church.

**Angeline Brock** is the Director of Spiritual Formation at the First Presbyterian Church, Moncks Corner.

**Janie Bruce** is the Director of Youth Ministry for Charleston Atlantic Presbytery and Mission Immersion Coordinator for Charleston Mission Co.

**Ken Carrington** is the Director of Children and Youth Education at Second Presbyterian Church, Charleston.

**Sarah Coggins** is the Youth and Children's Director at the First Presbyterian Church, Orangeburg.

**Suzy Edwards** is the Director of Children's Ministry at the Palmetto Presbyterian Church, Mount Pleasant

**Jennifer Grainger** is the Director of Spiritual Growth and Outreach at the Summerville Presbyterian Church.

**Laura Hartley** is the Director of Faith Formation at Johns Island Presbyterian Church.

**Allison Hubbard** is the Director of Missions and Youth Ministry at the James Island Presbyterian Church.

**Ellie Laita** is the Director of Youth Ministries at the First Presbyterian Church, Beaufort.

**Jodi Gregg Krivda** is the Assistant Director of Faith Formation at the First Presbyterian Church, Hilton Head Island.

**Pie Mikell** is the Associate for Congregational Nurture and Service to Others for Charleston Atlantic Presbytery.

**Melanie Morton** is Worship Leader and Student Minister at the Peace Presbyterian Church, Goose Creek.

**Elizabeth Vice** is the Theologian to Children at the Parkside Presbyterian Church, Charleston.

**Andy Whitfield** is the Youth Director at the Sunrise Presbyterian Church, Sullivans Island.

**Dan Wiard** is the Director of Christian Education at the Mount Pleasant Presbyterian Church.

**Lynn Wiard** is the Director of Children's Ministry at the Mount Pleasant Presbyterian Church.

**Jackie Wilhelm** is the Director of Faith Formation at the First Presbyterian Church, Hilton Head Island.

**Claire Winkles** is the Director of Youth and Children's Ministry at the Westminster Presbyterian Church, Charleston.

## 2024 CHRISTIAN EDUCATOR COMPENSATION AND MINIMUM SALARY GUIDELINES AND REQUIREMENTS

### Package should include:

**CASH:** Cash salary

**\*\*BENEFITS:** PCUSA Medical and Annuity (See pensions.org)  
½ of Social Security (7.65% of salary)  
Funds and time (two weeks) for Continuing Education  
Four weeks vacation  
One week for other services to the church

**REIMBURSEMENTS:** Automobile and Travel Allowance (vouchers)  
Personal Business Expenses (vouchers)  
Expenses for moving on to the field (one time expense)

### Minimum Cash Salary Guidelines:

*Christian Education Associate (without degree)	\$33,781
Bachelor of Arts Degree in any field:	\$36,463
*Christian Education Associate (with BA)	\$40,457
Master of Arts Degree in Christian Education:	\$44,610

(The compensation package for educators should include the cash, benefits, and reimbursements listed above.)

### Minimum Cash Salary: (G-2.1103)

*Certified Christian Educator	\$51,910
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(The compensation package for Certified Christian Educators is to include the cash, benefits, and reimbursements listed above.)

### Suggested Cash Compensations in addition to cash salary:

Automobile and Travel:	\$ 680
Continuing Education:	\$1,045
Personal Business Expenses:	\$ 315

### Suggested One Time Expenses:

Moving Expenses  
Start-Up Expenses incurred with moving

\*Sessions should encourage educators to become certified. **Certified Christian educators are persons certified and called to service in the ministry of education in congregations or councils. They shall have skills and training in biblical interpretation, Reformed theology, worship and sacraments, human development, faith development, religious educational theory and practice, and the polity, programs, and mission of the Presbyterian Church (U.S.A.)** (*Book of Order G-2.1103*). The two levels of certification and their requirements are set by the Educator Certification Council of the General Assembly Council. Information may be obtained from the Presbytery Educator.

\*\* Assistance with the reduction of student loans may be considered as part of the compensation package.

**MINIMUM COMPENSATION FOR PASTORAL CALL  
CHARLESTON ATLANTIC PRESBYTERY 2024**

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>Cash Salary</b>	33,735	34,241	34,755	35,450	36,514
<b>Housing Allowance</b>	10,102	10,254	10,408	10,616	10,934
<b>Utilities Allowance</b>	6,942	7,046	7,152	7,295	7,514
<b>Social Security</b>	3,884	3,942	4,001	4,081	4,203
<b>Automobile Allowance</b>	7,241	7,350	7,460	7,609	7,837
<b>Books and Study Allowance</b>	800	812	824	840	865
<b>Board of Pensions</b>	18,789	19,071	19,357	19,744	20,336
<b>TOTALS</b>	81,493	82,715	83,957	85,635	88,203

**COM APPROVED 3% INCREASE FOR 2024 @ 11-2023**

This Minimum Compensation Chart is intended to serve as a guide in assisting the Pastor and Session in negotiating the amounts for Cash Salary, Housing/Manse and Utilities allowance that provide the Pastor the best tax advantages. Please feel free to adjust any of these numbers to achieve this goal. Please check with Rev Rebecca Albright or COM Moderator David Yandle if you have questions.



## **II. Report of changes in the terms of call for 2023:**

<b>CHURCH</b>		<b>FROM</b>	<b>TO</b>
Aimwell	Salary	\$22,265	\$22,938
	Housing	\$ 6,667	\$ 7,067
	Utilities	-	\$4,959
	Professional Expenses	\$ 700	\$5,576
Allendale	<b>No Assigned Pastor</b>		
Beaufort Salem (CLP)	<b>Commissioned Pastor Covenant</b>		
Belle Isle-Stated Supply	Housing Allowance	\$21,000	\$22,000
	Expenses	\$3,000	\$3,000
Bethel, Johns Island	Housing Allowance	\$36,153	\$ 36,153
	Other Expenses		\$ 361.00
Bethel, Walterboro	<b>Commissioned Pastor Covenant</b>		
Dorchester (Pastor)	Salary	\$ 33,575	\$ 33,575
	Housing & Utilities	\$ 36,000	\$ 36,000
	Professional Expenses	\$ 4,595	\$ 9,535
Dorchester (Assoc. Pastor)	Salary	\$ 32,934	\$ 36,970
	Housing Allowance	\$ 23,907	\$ 23,907
	Professional Expenses	\$ 3,005	\$ 3,005
Edisto	Salary	\$ 35,675	\$ 34,105
	Housing Allowance	\$ 34,895	\$ 35,895
	Utilities	\$ 3,600	\$4,600
First, Beaufort (Pastor)	Salary	\$ 35,675	\$ 34,105
	Housing Allowance	\$ 61,435	\$ 70,775
	Professional Expenses	\$ 6,460	\$ 6,460
First (Scots) (Pastor)	Salary	\$ 81,915	\$ 88,313
	Housing Allowance	\$ 72,300	\$ 72,300
	Professional Expenses	\$ 24,200	\$ 23,200
First (Scots) (Assoc. Pastor)	Salary	\$ 20,000	\$ 18,674
	Housing Allowance	\$ 65,675	\$ 70,000
	Professional Expenses	\$ 4,700	\$ 4,700
First (Scots) (Assoc. Pastor)	Salary	\$ 45,500	\$ 35,500
	Housing Allowance	\$ 33,820	\$ 45,596
	Professional Expenses	\$ 3,500	\$ 3,500
First, Hilton Head (Pastor)	Salary	\$ 116,500	\$ 116,500
	Housing Allowance	\$ 33,500	\$ 33,500
	Professional Expenses	\$ 7,000	\$ 7,000
First, HHI (Assoc. Pastor)	Salary	\$ 40,000	\$40,000
	Housing Allowance	\$ 35,000	\$35,000
	Professional Expenses	\$ 4,500	\$4,500
First, Moncks Corner	Salary	\$ 55,958	\$ 58,756
	Housing Allowance	\$ 26,294	\$ 27,609
	Professional Expenses	\$ 14,000	\$ 14,000
First, Orangeburg	Salary	\$55,140	\$ 55,140
	Housing & Utilities Allowance	\$16,513	\$16,513
	Other Expenses	\$10,500	\$ 10,500
Hampton (2 part-time pastors)	Salary	\$ 6,200	\$ 6,500
Harbor View	Salary	\$46,955	\$ 48,364

	Housing	\$ 35,000	\$ 36,050
	Professional Expenses	\$ 7,000	\$ 7,000
Harmony	<b>No Assigned Pastor</b>		
Hebron Zion	Salary	\$ 34,926	\$ 36,350
	Housing Allowance	\$ 10,459	\$ 10,900
	Utilities	\$ 7,000	\$ 7,000
	Other Expenses	\$ 8,325	\$ 12,000
Hopewell	Salary	\$ 16,150	\$ 16,392
	Housing Allowance	\$ 2,602	\$ 2,641
	Utilities	\$ 1,788	\$ 1,815
James Island (Pastor)	Salary	\$44,000	\$44,000
	Housing Allowance	\$30,000	\$30,000
	Other Expenses	\$2,959	\$2,959
James Island (Interim Assoc. Pastor)	Salary	\$ 38,400	\$ 38,400
	Housing Allowance	\$ 29,100	\$ 29,100
	Other Expenses	\$ 2,336	\$ 2,336
Johns Island	Salary	\$ 69,000	\$ 74,000
	Housing Allowance	\$ 27,000	\$ 27,000
	Professional Expenses	\$ 4,000	\$ 8,000
Lowcountry	Salary	\$ 55,125	\$ 55,125
	Housing Allowance	\$ 26,000	\$ 26,000
	Professional Expense	\$ 4,050	\$ 4,050
Mount Pleasant (Pastor)	Salary	\$ 130,000	\$ 130,000
	Housing Allowance	-	Incl. in salary
	Professional Expenses	\$ 6,000	\$ 8,000
Mount Pleasant (Assoc. Pastor)	Salary	\$ 46,075	\$ 49,761
	Housing Allowance	\$ 50,000	\$ 54,000
	Other & Professional Expenses	\$ 6,560	\$ 6,560
New Wappetaw	Temporary Pastor Covenant/Housing		\$50,400
Palmetto (Pastor)	Salary	\$	\$ 71,000
	Housing Allowance	\$	\$36,000
	Professional Expenses	\$16,000	\$ 6,000
Palmetto (CP)	<b>Commissioned Pastor Covenant</b>		
PC on Edisto	Salary	\$75,000	\$78,750
	Housing Allowance	\$22,500	\$23,625
	Other & Professional Expenses	\$3,500	\$3,500
Peace	Salary	\$45,007	\$ 45,007
	Housing Allowance	\$30,004	\$ 30,004
	Professional Expenses	\$ 2,000	\$ 2,000
Providence (Pastor)	Salary	\$ 65,000	\$ 75,000
	Housing Allowance	\$ 65,000	\$ 75,000
	Other & Professional Expenses	\$ 13,000	\$ 13,000
Providence (Assoc. Pastor)	Salary	\$-	\$ 50,000
	Housing	\$-	\$ 50,000
	Other & Professional Expenses	\$-	\$ 4,000
St. Andrew's, Charleston	Salary	\$ 28,793	\$ 30,233
	Housing Allowance	\$ 30,803	\$ 32,343
	Professional Expenses	\$ 6,800	\$ 6,800
St. Andrews, Johns Island	<b>Commissioned Pastor Covenant</b>		
St. James (Pastor)	Salary	\$ 52,000	\$32,113

	Housing Allowance	\$ 15,148	\$44,000
	Utilities	\$ 14,500	\$12,000
	Professional Expenses	\$ 7,602	\$7,602
St. James (Associate Pastor)	Salary	\$ 21,005	\$ 21,530
	Housing Allowance	\$ 26,000	\$ 26,650
	Utilities	\$ 10,000	\$ 10,250
	Professional & Other Expenses	\$ 7,598	\$ 7,600
St. Luke (CLP)	<b>Commissioned Pastor Covenant</b>		
St. Paul	Salary	\$20,300	
	Expenses	\$2,421	\$20,300
			\$4,451
Salem	Housing and Expenses		\$23,792
Santee	Salary	\$ 12,282	\$ 12,282
	Housing Allowance	\$ 27,000	\$ 27,000
	Professional Expenses	\$ 3,000	\$ 3,000
Sea Island (Pastor)	Salary	\$ 48,984	\$53,002
	Housing Allowance	\$ 29,000	\$29,000
	Utilities	\$ 7,100	\$7,100
	Professional & Other Expenses	\$ 10,000	\$15,000
Sea Island (CP)	<b>Commissioned Pastor Covenant</b>		
Second	Salary	\$ 12,896	\$ 12,896
	Housing	\$55,295	\$ 55,295
	Other Allowance	\$ 30,759	\$ 32,124
Summerville (Pastor)	Salary	\$53,750	\$54,740
	Housing Allowance	\$30,0	\$32,500
	Professional Expenses	\$ 7,600	\$ 7,600
Summerville (Discipleship Pastor)	<b>Temporary Pastor Covenant</b>		
Sunrise	Salary	\$55,731	\$ 57,106
	Housing Allowance	\$18,150	\$18,560
Sunrise (CP)	<b>Temporary Pastor Covenant</b>		
Wallingford	Salary		\$34, 060
	Other Expenses		\$2,860
Westminster (Pastor)	Salary	\$68,451	\$71,874
	Housing Allowance	\$ 27,000	\$27,000
	Professional Expenses	\$ 6,300	\$6,300
Westminster (Assoc. Pastor)	Salary	\$27,854	\$29,247
	Housing Allowance	\$ 27,000	\$27,000
	Professional Expenses	\$ 3,500	\$3,500
Williston (Stated Supply)	Salary	\$11,000	\$11,000
	Housing	\$8,560	\$8,560
	Other Expenses	\$11,420	\$5,000
Yeamans Park	Salary	\$16,000	\$17,000
	Utilities	\$36,000	\$38,600
	Professional Expenses/Allowance	\$11,420	\$11,420
Zion Olivet	Salary	\$ 41,402	\$ 41,402
	Housing Allowance	\$ 9,981	\$ 21,600
	Utilities	\$ 4,517	\$4,517
	Professional Expenses	\$ 650	\$ 14,000

## **Brief Service of Installation for the Moderator And Vice Moderator of CAP\* Pre Recorded**

### **Sentences of Scripture**

Moderator: As many of you as were baptized into Christ have clothed yourselves with Christ.

**Commissioners:** *There is no longer Jew or Greek, there is no longer slave or free, there is no longer male or female; for all of you are one in Christ Jesus.*

Moderator: Lead a life worthy of your calling to which you have been called, making every effort to maintain the unity of the Spirit and the bond of peace.

**Commissioners:** *There is one body and one Spirit, just as we were called to the one hope of our calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all.*

### **Call to Discipleship**

Moderator: We are called by God to be the church of Jesus Christ, a sign in the world today of what God intends for all humankind.

**Commissioners:** *The great ends of the church are the proclamation of the gospel for the salvation of humankind; the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine worship; the preservation of the truth; the promotion of social righteousness; and the exhibition of the Kingdom of Heaven to the world.*

### **Questions to Presbytery Officers Elect- by Moderator Elder, Alan G. Rousseau, and Vice Moderator Rev. Cibeles Santos**

Moderator: Kent and Alan: the grace bestowed on you in baptism is sufficient for your calling because it is God's grace. By God's grace we are saved and enabled to grow in the faith and to commit our lives in ways which serve Christ.

God has called you by the voice of this presbytery to serve Jesus Christ in a special way as our moderator and vice moderator. Do each of you accept the ministry to which you have been called?  
**I DO**

Do you Trust in Jesus Christ your Savior, acknowledge him Lord of the world and Head of the Church, and through him believe in one God: Father, Son, and Holy Spirit? **I DO**

Do you welcome the responsibility of this service because you are determined to follow the Lord Jesus, to love your neighbors, and to work for the reconciliation of the world? **I DO**

Will you serve the presbytery with energy, intelligence, imagination, and love, relying on God's mercy and rejoicing in the power of the Holy Spirit? **I WILL**

**Questions to Commissioners- by Stated Clerk**

Do we the members of Charleston Atlantic Presbytery confirm these calls and accept **Alan Rousseau** as our Moderator, and **Rev. Cibebe Santos** our Vice Moderator; to lead us in the way of Jesus Christ? **WE DO**

Do we agree to pray for and encourage them, respect their decisions, and follow as they guide us, serving Jesus Christ, who alone is Head of the Church; and will we support and encourage them in this ministry? **WE DO AND WE WILL**

**Prayer of Installation- by General presbyter**

Faithful God, in baptism you claimed us; and by your Holy Spirit you are working in our lives, empowering us to live a life worthy of our calling. We thank you for leading Kent and Alan to this time and place. Establish them in your truth, and guide them by your Holy Spirit, that in your service they may grow in faith, hope, and love, and be faithful disciples of Jesus Christ, to whom, with you and the Holy Spirit, be honor and glory, now and forever.

**Commissioners: *Almighty God, in Jesus Christ you called disciples and by the Holy Spirit, made them one church to serve you. Let your Spirit rule your church, so that we may be joined in love and service to Jesus Christ, who, having gone before us, is coming to meet us in the promise of your kingdom. Amen.***

**Charge and Blessing-by Moderator**

**Alan Rousseau**, you are installed to service as Moderator; **Cibebe Santos** you are installed to service as Vice Moderator.

Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God through him. And

May the God of peace make you holy in every way, and keep your whole being, spirit, soul, and body, free from every fault at the coming of our Lord Jesus Christ. Amen.

*\*(This service is used by permission from the Book of Occasional Services: A Liturgical Resource Supplementing the Book of Common Worship, 1993, Office of Theology and Worship for the PCUSA; Geneva Press, Louisville, KY)*

**Fall Stated Meeting of CAP, December 13, 2022.**

### **Presbytery Staff Salaries**

*There was a 2% increase in the Ministry Plan for salaries in 2023.*

#### **Full Time**

*Pie Mikell*

*Michele Jones*

#### **Part Time**

*Becky Albright*

*Janie Bruce*

*Catherine Byrd*

*Dorothy Blackwelder*

*Bob Ingram*

*Janis Blocker*

## **2023 Annual Report on Ministers of CAP**

In keeping with the requirements of the **BOOK OF ORDER (G-3.0306)**, the Commission on Ministry is pleased to make the following annual report on the status of all ministers who are members of Charleston Atlantic Presbytery:

The Reverend REBECCA ALBRIGHT is Honorably Retired, serves as the Bridge General Presbyter and Pastor to Pastors for Charleston Atlantic Presbytery, and lives in Beaufort.

The Reverend CECELIA ARMSTRONG is serving as Associate Pastor at St. James Presbyterian Church, Charleston.

The Reverend RUSSELL “RUSTY” BENTON is serving as Pastor of Harbor View Presbyterian Church, Charleston.

The Reverend DOROTHY BLACKWELDER is a Member-at-Large and serves as the Director of Communications for CAP.

The Reverend RUSS BLACKWELDER is serving in a validated ministry at The Village at Summerville.

The Reverend DOUGLAS BLAIE is Honorably Retired and serving as Stated Supply at Williston Presbyterian.

The Reverend ROB BLUMER is serving as Interim Pastor at Peace Presbyterian Church, Goose Creek.

The Reverend DAVID BOONE is Honorably Retired and lives in Charleston, SC.

The Reverend SCARLETTE BOSTICK is Honorably Retired and lives in Mt. Pleasant, SC.

The Reverend ZACHARY BRAGG is serving as Associate Pastor of Dorchester Presbyterian Church, Summerville.

The Reverend BOB CAPERS is honorably retired and lives in North Charleston, SC.

The Reverend SUSIE CASHION is Honorably Retired and living in Charleston.

The Reverend T. ERSKINE CLARKE is Honorably Retired and lives in Montreat, NC.

The Reverend GEORGE F. SPIKE COLEMAN, JR. is serving as Pastor of St. Andrew’s Presbyterian Church, Charleston.

The Reverend DOUGLAS CRAVEN is Honorably Retired and lives in Brunswick, GA.

The Reverend RICHARD A. CUSHMAN is Honorably Retired and lives in Summerville.

The Reverend ACHIM DAFFIN is Honorably Retired and lives in Summerville, SC.

The Reverend CRESS DARWIN is serving as Pastor of Second Presbyterian Church, Charleston.

The Reverend SIDNEY E. DAVIS, SR. is serving as Pastor of Zion-Olivet Presbyterian Church, North Charleston.

The Reverend D. DONALD DAY is Honorably Retired and lives in Asheville, NC.

The Reverend AUDREY DEAS is serving as Stated Supply of Wallingford Presbyterian Church, Charleston.

The Reverend DANIEL de BEER is serving as the Interim Pastor of Mt. Pleasant Presbyterian Church in Mt. Pleasant, SC.

The Reverend WILLIAM DIETRICH is Honorably Retired and lives in Goose Creek, SC.

The Reverend JACK DIMOND is serving as Supply Pastor at Hampton Presbyterian Church, Hampton, SC.

The Reverend WILLIAM S. EATON is Honorably Retired and lives in Bennington, Vermont.

The Reverend BART EDWARDS is serving as Associate Pastor at Mount Pleasant Presbyterian Church, Mount Pleasant.

The Reverend JIM ERIXSON is Honorably Retired and serving as Parish Associate at Dorchester Presbyterian Church in Summerville.

The Reverend RAYMOND FANCHER is Honorably Retired and is living in Charleston.

The Reverend MICHAEL L. FITZE is serving as Pastor of New Wappetaw Presbyterian Church, McClellanville, SC.

The Reverend MARGARET FLEMING is serving as Chaplain at Roper St Francis Hospital in Charleston, SC.

The Reverend DOUGLAS K. FLETCHER is Honorably Retired and is living on Hilton Head Island.

The Reverend RODNEY FOSTER is Honorably Retired and lives in Sumter, SC.

The Reverend ART GATEWOOD is Honorably Retired and lives in Charleston, SC.

The Reverend RICHARD K. GIFFEN is Honorably Retired and lives in Mount Pleasant.

The Reverend PERRY D. GRIFFIN is serving as pastor of Aimwell Presbyterian Church, Round O, and Hopewell Presbyterian Church, Walterboro.

The Reverend BRADLEY GUSTAFSON is Honorably Retired and lives in Charleston, SC.

The Reverend GERALD HALLMAN is Honorably Retired and lives in Mt. Pleasant, SC.

The Reverend GARLAND HART is Honorably Retired and lives in Williston, SC.

The Reverend STEPHEN A. HASLEY is Honorably Retired and living on Hilton Head Island.

The Reverend CHARLES R. HASTY is Honorably Retired and lives on Edisto Island, SC.

The Reverend BLAKE HAWTHORNE is Honorably Retired and lives in Hanahan, SC.

The Reverend BRIAN C. HENDERSON is serving as Pastor of St. James Presbyterian Church, Charleston.

The Reverend ANITA HERBERT is serving as Pastor of Summerville Presbyterian Church, Charleston

The Reverend RALPH HERBERT is Honorably Retired and is serving as Associate Pastor for Equipping Ministries at Summerville Presbyterian Church in Summerville.

The Reverend CHRISTINE HERRIN is serving as Pastor of Lowcountry Presbyterian Church, Bluffton.

The Reverend THOMAS C. HERRINGTON is Honorably Retired and lives in Mount Pleasant.

The Reverend CAROLYN K. HEYWARD is Honorably Retired and is serving as Stated Supply at Salem Presbyterian Church on Wadmalaw Island and Bethel Presbyterian Church on John's Island.

The Reverend CHARLES C. HEYWARD is Honorably Retired and is serving as Stated Supply of Edisto Presbyterian Church, Edisto Island.

The Reverend HARRY N. HILL is Honorably Retired and lives in Charleston.

The Reverend SANDFORD HULL is serving as Interim Pastor at Palmetto Presbyterian, Mt. Pleasant, SC.

The Reverend ELIZABETH JOHNSON is serving as Associate Pastor at First Presbyterian, Hilton Head Island, SC.

The Reverend PATRICIA B. JONES is serving as Pastor of Hebron Zion Presbyterian Church, Johns Island.

The Reverend JOHN JOSEPH is serving as Associate Pastor of Providence Presbyterian Church, Hilton Head Island, SC.

The Reverend JEFFERY S. KACKLEY is serving as Pastor of Dorchester Presbyterian Church, Summerville.

The Reverend CHARLES KALMBACH is Honorably Retired and living on Hilton Head Island.

The Reverend M. STEPHEN KEELER is serving as Pastor of Sea Island Presbyterian Church, Beaufort.

The Reverend JAMES R. KEEZEL is Honorably Retired and lives in St. Matthews.

The Reverend ALBERT H. KELLER, JR. is Honorably Retired and lives in Charleston.

The Reverend ERIC R. KELLER is Honorably Retired and lives in Oak Ridge, TN.

The Reverend LINDA KELLY is Honorably Retired and lives on Hilton Head Island.

The Reverend DEANE A. KEMPER is Honorably Retired and lives in Summerville.

The Reverend NOAH KENNEDY is serving in a validated ministry in Union Church of Manila, Republic of the Philippines.

The Reverend COLIN KERR is serving as the Pastor of the Parkside PC, Charleston.

The Reverend BETTINA KILBURN is Honorably Retired and lives on Hilton Head Island, SC.

The Reverend DIANE KNAUF is serving as Associate Pastor of First PC, Hilton Head Island.

The Reverend BRUCE KREUTZER is a Member-at-Large and serves another denomination.

The Reverend ARTHUR M. LINDSAY is Honorably Retired and lives in Montreat, NC.

The Reverend DAVID LINDSAY is a Member-at-Large and lives in Charlotte, NC.

The Reverend MELISSA LONG is serving as Associate Pastor of Westminster Presbyterian Church, Charleston.

The Reverend THOMAS G. LONG is Honorably Retired and lives in Cambridge, MD.

The Reverend LOUIS S. LUNARDINI is Honorably Retired and lives in Bluffton.

The Reverend DANIEL W. MASSIE is Honorably Retired and lives on Sullivans Island.



The Reverend CLIFF H. MCLEOD, JR. is Honorably Retired and lives in Summerville.

The Reverend JAMES B. MILLER is Honorably Retired and lives in Summerville.

The Reverend JOHN N. MILLER, JR. is Honorably Retired and a Member-at-Large of CAP and lives in Summerville.

The Reverend ISAAC G. MOORE is Honorably Retired and is serving as Interim Pastor at St. Paul Presbyterian Church, Hollywood, SC.

The Reverend JEFFREY I. MYERS is Honorably Retired and living on Hilton Head Island.

The Reverend CATHERINE PARLER is serving as Chaplain at Roper St Francis Hospital in Charleston.

The Reverend JERI PARRIS-PERKINS is serving as Pastor at John's Island Presbyterian Church.

The Reverend LAWRENCE PEEBLES is serving as Pastor of Santee Presbyterian Church, Santee.

The Reverend PATRICK H. PERRYMAN is serving as Pastor of First Presbyterian Church, Beaufort.

The Reverend TRICIA PETRAVEN is serving as Interim Pastor of James Island Presbyterian Church.

The Reverend DEVIA P. PHINISEE is a Retired Member-at-Large and lives in Irmo.

The Reverend ISAIAH D. PHINISEE is Honorably Retired and lives in Irmo.

The Reverend HENRY PINCKNEY is Honorably Retired and lives in Charleston.

The Reverend VANCE E. POLLEY is serving as Pastor of Sunrise Presbyterian Church, Sullivans Island.

The Reverend THOMAS J. REEVES is Honorably Retired and lives in Denmark.

The Reverend CLARK REMSBURG serves as Pastor of First Presbyterian Church, Orangeburg, SC.

The Reverend HENRY RIVERS is Honorably Retired and lives in Mount Pleasant.

The Reverend WILL ROBINSON serves as Pastor of First Presbyterian Church, Hilton Head Island.

The Reverend JAMES T. ROGERS is serving as Associate Pastor at First (Scots) Presbyterian Church, Charleston.

The Reverend DONAL ROSSIRE is Honorably Retired, lives in Bluffton, and serves as Stated Supply and moderates session at Harmony Presbyterian Church, Hampton.

The Reverend ASHLEY R. SANDERS is serving as Pastor of The Presbyterian Church on Edisto Island.

The Reverend CIBELE SANTOS is a member-at-large and lives on Hilton Head Island.

The Reverend TIMOTHY SCOONOVER is serving as Pastor of First Presbyterian Church, Moncks Corner.

The Reverend JOHN P. SHEPPARD is Honorably Retired and lives in Beaufort.

The Reverend L. HOLTON SIEGLING is serving as Pastor of First (Scots) Presbyterian Church in Charleston.

The Reverend PATTI TILLMAN SIMPSON is a Member-at-Large and engaged in stated supply work in Charlotte Presbytery.

The Reverend MARY CAMERON SMITH serves as Pastor of Yeaman's Park Island Presbyterian Church, Hanahan.

The Reverend DANIEL SMOAK serves as Pastor of Westminster Presbyterian Church, Charleston.

The Reverend STEVEN H. SOUTHER is Honorably Retired and serving as Stated Supply for Belle Isle Presbyterian Church, Pineville.

The Reverend SAUNDA THOMAS is Honorably Retired and lives in Beaufort.

The Reverend STEVEN THOMAS is Honorably Retired and lives in Beaufort.

The Reverend JOHN WALL is Honorably Retired and lives on Hilton Head Island.

The Reverend WILLIAM WARD is serving as Pastor of Providence Presbyterian Church, Hilton Head Island.

The Reverend ALONZA A. WASHINGTON is Honorably Retired and living in Sumter.

The Reverend BO WELCH serves in Validated Ministry as Chaplain at the Federal Correctional Institute in Estill.

The Reverend TERRI WETHERELL is serving as Associate Pastor of James Island Presbyterian Church.

The Reverend STEPHEN WILKINS is serving as Chaplain at the Village of Summerville, SC.

The Reverend LAYTON BERKES- WILLIAMS is a Member-At-Large and lives in Charleston.

The Reverend DONNIE R. WOODS, SR. is Honorably Retired and lives in Charleston.

The Reverend BETH YARBOROUGH is Honorably Retired and lives in Williston, SC.

#### **COMMISSIONED RULING ELDERS:**

AL EADS is Honorably Retired and lives in Hanahan.

JOHNNY “BO” HAMILTON is serving as the Assistant to the Chaplain at The Village in Summerville.

PRISCILLA HOLTZCLAW is serving Westminster Presbyterian Church, Charleston.

REECE HUMPHREYS is serving at Sunrise Presbyterian Church, Sullivans Island.

HENRY MEEUWSE is serving at Bethel Presbyterian Church, Walterboro.

RICHARD NORRIS is serving at Sea Island Presbyterian Church, Beaufort.

KAREY POINSETTE is serving at St. Luke Presbyterian Church, Orangeburg.

EUGENE RICHARDSON is serving St. Andrews Church Presbyterian Church, John’s Island.

MARY ROBINSON is serving First (Scots) Presbyterian Church, Charleston.

REGINALD SIMMONS is serving at Beaufort Salem Presbyterian Church, Yemassee.

RALPH WETHERELL is serving at Palmetto Presbyterian Church, Mt Pleasant.

**CAP PROPERTY MINISTRY TEAM**  
**REPORT TO PRESBYTERY**  
**DECEMBER 2023**

**CAP PROPERTY MINISTRY TEAM MEMBERS:**

Irene Whaley 2025 (*Edisto Island PC*), Carolyn Lackey 2025 (*Yeamans PC*), Gene Richardson 2024 (*St. Andrews PC, Johns Island*), Cheryl Thomas 2024 (*Zion Olivet PC*), Susan Mellichamp 2023 (*Mount Pleasant PC*), Michele Jones (*CAP staff*).

The CAP Property Ministry Team continues to meet monthly. Following approval by the Shepherding Team, we are hoping to hire, in the very near future, a Part-time Property Manager to work flexible hours to handle many maintenance items, oversee volunteers and contractors and to be an on-call person for maintenance of equipment and responding to Sonitrol Security System alarms.

We continue to work with Mashburn Construction Company (*original contractor for the building upgrade*), to resolve some issues that should have been completed at the time of construction. Issues include: Access to HVAC unit located on the other side of the new firewall that was inaccessible, inadequate drainage in the new handicap shower that caused water to run across the floor, and we also requested they provide a "Maintenance Notebook" for the new equipment installed as part of their contract.

The Property Ministry Team has requested all users of Presbytery facilities to sign an agreement or covenant outlining usage requirements. We have secured an agreement with Lowcountry Pastoral Counseling Center which has been using the facility without a signed agreement.

The Property Ministry Team is working to develop a Disaster Plan for the CAP Facility and hope to have that completed soon.

Respectfully submitted,

Irene Whaley and Susan Mellichamp  
Co-Moderators

## **Brief Service of Installation for the Moderator And Vice Moderator of CAP\* Pre Recorded**

### **Sentences of Scripture**

Moderator: As many of you as were baptized into Christ have clothed yourselves with Christ.

**Commissioners:** *There is no longer Jew or Greek, there is no longer slave or free, there is no longer male or female; for all of you are one in Christ Jesus.*

Moderator: Lead a life worthy of your calling to which you have been called, making every effort to maintain the unity of the Spirit and the bond of peace.

**Commissioners:** *There is one body and one Spirit, just as we were called to the one hope of our calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all.*

### **Call to Discipleship**

Moderator: We are called by God to be the church of Jesus Christ, a sign in the world today of what God intends for all humankind.

**Commissioners:** *The great ends of the church are the proclamation of the gospel for the salvation of humankind; the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine worship; the preservation of the truth; the promotion of social righteousness; and the exhibition of the Kingdom of Heaven to the world.*

### **Questions to Presbytery Officers Elect- by Moderator Elder, Alan G. Rousseau, and Vice Moderator Rev. Cibeles Santos**

Moderator: Kent and Alan: the grace bestowed on you in baptism is sufficient for your calling because it is God's grace. By God's grace we are saved and enabled to grow in the faith and to commit our lives in ways which serve Christ.

God has called you by the voice of this presbytery to serve Jesus Christ in a special way as our moderator and vice moderator. Do each of you accept the ministry to which you have been called?  
**I DO**

Do you Trust in Jesus Christ your Savior, acknowledge him Lord of the world and Head of the Church, and through him believe in one God: Father, Son, and Holy Spirit? **I DO**

Do you welcome the responsibility of this service because you are determined to follow the Lord Jesus, to love your neighbors, and to work for the reconciliation of the world? **I DO**

Will you serve the presbytery with energy, intelligence, imagination, and love, relying on God's mercy and rejoicing in the power of the Holy Spirit? **I WILL**

**Questions to Commissioners- by Stated Clerk**

Do we the members of Charleston Atlantic Presbytery confirm these calls and accept **Alan Rousseau** as our Moderator, and **Rev. Cibebe Santos** our Vice Moderator; to lead us in the way of Jesus Christ? **WE DO**

Do we agree to pray for and encourage them, respect their decisions, and follow as they guide us, serving Jesus Christ, who alone is Head of the Church; and will we support and encourage them in this ministry? **WE DO AND WE WILL**

**Prayer of Installation- by General presbyter**

Faithful God, in baptism you claimed us; and by your Holy Spirit you are working in our lives, empowering us to live a life worthy of our calling. We thank you for leading Kent and Alan to this time and place. Establish them in your truth, and guide them by your Holy Spirit, that in your service they may grow in faith, hope, and love, and be faithful disciples of Jesus Christ, to whom, with you and the Holy Spirit, be honor and glory, now and forever.

**Commissioners: *Almighty God, in Jesus Christ you called disciples and by the Holy Spirit, made them one church to serve you. Let your Spirit rule your church, so that we may be joined in love and service to Jesus Christ, who, having gone before us, is coming to meet us in the promise of your kingdom. Amen.***

**Charge and Blessing-by Moderator**

**Alan Rousseau**, you are installed to service as Moderator; **Cibebe Santos** you are installed to service as Vice Moderator.

Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God through him. And

May the God of peace make you holy in every way, and keep your whole being, spirit, soul, and body, free from every fault at the coming of our Lord Jesus Christ. Amen.

*\*(This service is used by permission from the Book of Occasional Services: A Liturgical Resource Supplementing the Book of Common Worship, 1993, Office of Theology and Worship for the PCUSA; Geneva Press, Louisville, KY)*

**Fall Stated Meeting of CAP, December 13, 2022.**

**MINUTES  
OF  
CHARLESTON ATLANTIC PRESBYTERY COUNCIL  
SUMMER STATED MEETING  
September 16, 2023  
9:30 a.m.**

The Charleston Atlantic Presbytery Council held its September 16, 2023 meeting at Aimwell Presbyterian Church, Round O, SC. Present and constituting a quorum were the following:

*Ministers of Word and Sacrament (TE) and (HR)*

<b>Albright, Rebecca (HR)</b>	<b>Moore, Isaac (HR)</b>
<b>Darwin, Cress</b>	<b>Myers, Jeffrey</b>
<b>Daffin, Achim (HR)</b>	<b>Parler, Cat</b>
<b>Davis, Sidney</b>	<b>Peebles, Lawrence</b>
<b>DeBeer, Danie</b>	<b>Perkins, Jeri</b>
<b>Deas, Audrey (HR)</b>	<b>Petraven, Tricia</b>
<b>Griffin, Perry</b>	<b>Remsburg, Clark</b>
<b>Hart, Garland</b>	<b>Robinson, William</b>
<b>Herrin, Chris</b>	<b>Sanders, Ashley</b>
<b>Heyward, Carolyn (HR)</b>	<b>Santos, Cibebe</b>
<b>Hull, Sandy</b>	<b>Scoonover, Timothy</b>
<b>Jones, Patricia</b>	<b>Smith, Cameron</b>
<b>Joseph, John</b>	<b>Smoak, Daniel</b>
<b>Kackley, Jeff</b>	<b>Souther, Steven (HR)</b>
<b>Keeler, Steven</b>	<b>Ward, Bill</b>
<b>Kerr, Colin</b>	<b>Washington, Alonza (HR)</b>
<b>Knauf, Diane</b>	<b>Wetherell, Terri</b>
<b>Long, Melissa</b>	<b>Williams, Layton</b>
<b>McCain, Mark</b>	<b>Woods, Donnie (HR)</b>

*Commissioned Pastors (CRE)*

<b>Hamilton, Bo</b>	<b>Poinsette, Karey</b>
<b>Meeuwse, Henry</b>	<b>Simmons, Reggie</b>
<b>Norris, Richard</b>	

*Ruling Elder Commissioners*

<b>Aimwell</b>	<b>Leslie Holmes</b>
<b>Beaufort-Salem</b>	<b>Deloris Mitchell</b>
<b>Bethel, Johns Island</b>	<b>Artha Mae Freeman-Smith</b>
<b>Bethel, W'boro</b>	<b>Calvin Bailey</b>
<b>Dorchester</b>	<b>Kathleen Wonos</b>
<b>Edisto PC</b>	<b>Felicia Wright</b>
<b>First (Scots)</b>	<b>Robert Hurd, Tom Johnson</b>
<b>First, Beaufort</b>	<b>Donn Lee Sheetz, Mary Tatum</b>
<b>First, HHI</b>	<b>Pennie Grimes, Jim Hipp, Karen Smith</b>
<b>First, Moncks Corner</b>	<b>Rin Page</b>
<b>Hebron-Zion</b>	<b>Sandra Hutchison</b>
<b>Hopewell</b>	<b>Terri Chaplin</b>
<b>James Island</b>	<b>Chris Anderson, Betty Anne Wilson</b>
<b>Johns Island</b>	<b>Wayne Barfield</b>

Lowcountry	<b>Terri Hanna</b>
Mt. Pleasant	<b>Susan Dalton, Jim Deavor, Ann Farmer</b>
New Wappetaw	<b>John Horres</b>
Parkside	<b>Debbie Lozo</b>
Palmetto	Gwen Paro
PC on Edisto	<b>Angie Easterlin</b>
Peace	<b>Kimberly McLaren</b>
Providence	<b>Carolyn Martin</b>
Salem/Wadmalaw	<b>Monica Capers</b>
Santee	<b>Linda Wood</b>
<b>Second, Chas</b>	<b>Sarah Mitchell</b>
St. Andrew's, Chas	<b>Linda Rousseau</b>
St. James	<b>Cassandra Roper</b>
St. Paul	<b>Mary Porter</b>
Summerville	<b>Kristi Selander, Henk Van Der Meyden</b>
Westminster	<b>Priscilla Holtzclaw, DeeBee Wright</b>
Yeamans Park	<b>Kevin Hedgpeth</b>
Zion Olivet	<b>Demetrius Hart</b>

*Chairs of Ministry Teams, Committees, Commissions*

**Achim Daffin, David Yandle, Kent Grimes, Hank Martin, Sandra Otero, Susan Mellichamp, Alan Rousseau**

*Christian Educators*

**Pie Mikell**, Presbytery Staff

*Officers*

**Alan Rousseau**, St. Andrew's, Charleston--Moderator

**Cibele Santos** -Vice Moderator

*Staff*

**Catherine Byrd**, Stated Clerk

**Dorothy Blackwelder**, Communications Director

**Julie McCormick**, Communications Director (incoming)

**Janis Blocker**, Recording Clerk

**Janie Bruce**, Director of Youth Ministry

*Corresponding Members*

**William McConnell**, Presbyterian Communities

**Valerie Young**, Synod



### **CALL TO ORDER**

Moderator **Alan Rousseau**, elder at St. Andrew's Church, Charleston, declared a quorum present and called the meeting to order with prayer at 9:30 a.m.

### **WELCOME, INTRODUCTIONS, AND RECOGNITION**

Moderator **Rousseau** asked the ministers to introduce their first-time commissioners. He welcomed them, the corresponding members, and visitors. He extended a special welcome to Honorably Retired General Presbyterian **Donnie Woods**.

### **APPROVAL OF DOCKET**

Stated Clerk **Catherine Byrd** presented the docket, which was adopted as printed.

### **APPOINTMENT OF THANKS COMMITTEE**

The moderator appointed **Andrew Byrd**, **Diedra Hayes**, and Rev. **Sidney Davis** to present the Resolution of Thanks at the conclusion of the meeting.

### **WORSHIP, COMMISSIONING, AND COMMUNION**

Rev. **Perry Griffin**, pastor of Aimwell, brought the message entitled "Talking to Yourself and God," using Luke 5:17-23. The Communion Service following the message was administered by Revs. **Brian Henderson** and **Colin Kerr**. The worship leaders for the service were Clerk of Session **Leslie Holmes**, Minister of Music **Jessica Williams**, Stated Clerk **Catherine Byrd**, Moderator **Rousseau**, and Revs. **Brian Henderson**, **Colin Kerr**, and **Tricia Petraven**. The offering will go to benefit the Presbyterian Disaster Relief (Maui).



### **PRESENTATIONS**

Congo Presbyterian Mission Network: **Charlotte White**, PCUSA, shared the work going on in partnerships with churches in the Congo. of missions in the Congo.

### **ADOPTION OF CONSENT AGENDA**

Stated Clerk **Byrd** presented the following recommendations for adoption in the Consent Agenda:

1. That the minutes of the spring stated meeting, held May 16, 2023, be approved and recorded.
2. That the attendance report from the spring stated meeting be approved and recorded.
3. That all requests for excused absences from Teaching Elder members of Presbytery and Ruling Elder commissioners be referred to the Stated Clerk for review and recommendation in accordance with M-3.0117 of the *Manual of Administrative Operations*.
4. That the Resolution to Adopt the revised Facility Use Policy submitted by the Property Ministry Team with support of the Shepherding Team, be approved.
5. That all ministry team reports in the handbook without recommendations be received: Shepherding, Committee on Preparation for Ministry, Property Ministry Team, Nurture Ministry Team, Commission on Ministry, Service to Others Ministry Team, PDA Commission, Stewardship of Financial Gifts Ministry Team, Committee on Representation, Presbyterian Women.

A motion to adopt the Consent Agenda was seconded and carried.

### **REPORT OF THE STATED CLERK**

Byrd reported the following:

1. That Section M-3.0105 of the *CAP Manual of Administrative Operations* states in part: "Sessions are encouraged to elect commissioners for a full-year term."



2. That Section G-23.0106 of the *Book of Order* has been amended to require all councils to adopt and implement the following policies: a sexual misconduct policy, a harassment policy, a child and youth protection policy, and an anti-racism policy. In addition, policies shall include requirements for boundary training.
3. That the 226<sup>th</sup> GA will be held June 25-July 4, 2024 online and in person at Salt Lake City, Utah.

All recommendations from the Stated Clerk were adopted in the Consent Agenda.

Stated Clerk's Attendance Report for **May 16, 2023** Presbytery Meeting

Attendees were listed in the minutes; absences are the following:

Ministers of Word and Sacrament, and CREs (Commissioned Pastors): **Absent without excuse**

Russell Blackwelder	James Rogers
Douglas Blaikie	Reggie Simmons
Cress Darwin	Bill Ward
Christine Herrin	Ralph Wetherell

Churches not represented by a Ruling Elder commissioner: **Without Excuse**

Allendale	Harbor View
Bethel (Johns Island)	Hampton
Beaufort Salem	Hebron Zion
Estill	Providence

Ministers of Word and Sacrament, and CREs: **Absent with excuse**

Cecelia Armstrong	Brian Henderson
Margaret Fleming	Patrick Perryman
Reece Humphreys	Stephen Wilkins

Churches not represented by a Ruling Elder commissioner: **With excuse**

Harmony	Second Presbyterian	Williston
Palmetto	Sunrise	

**CELEBRATION OF JOYS**

A video compiled by Rev. **Dorothy Blackwelder** showcased events and happenings throughout the Presbytery.

**REPORT OF SHEPHERDING TEAM**

Elder **Kent Grimes**, the moderator of the team, reported the following:

1. General Presbyter and Stated Clerk positions: At the recommendation of a Task Force, a decision was made to continue with separate positions. The Committee on Representation will present a nominee for Stated Clerk at this meeting. The Task Force will continue to review options for the General Presbyter position.

Recommendation carried: That in Section M-5.0103 c, the phrase "nominate to the presbytery" be changed to the word "form" so that the section reads, "When a vacancy occurs in the office of the General Presbyter/Pastor to Pastor, it shall be the responsibility of the Shepherding Team to ~~nominate to the presbytery~~ **form** a Search Committee for the purpose of seeking a new General Presbyter/Pastor to Pastor."

2. Rev. Dr. J. Herbert Nelson's Retirement:: Rev. Dr. **J. Herbert Nelson**, the Stated Clerk of the General Assembly, retired in June. The Shepherding Team drafted a resolution honoring Rev. **Nelson**.

Recommendation carried: That a resolution be adopted and forwarded to the Rev. Dr. **J. Herbert**

**Nelson** along with congratulations and appreciation for his service to the church. A \$500 donation will be donated to the Sickle Cell Disease Association in his honor.

3. Presbyterian Church of Cane Bay New Church Development: After ten years of working to form a new church at Cane Bay, the leadership team of the Church of Cane Bay terminated the NCD, effective September 1. Organizing Pastor **Bo Hamilton** has submitted a final report.
4. Task Force on Review of Per Capita: Rev. **Keeler** has submitted a report on the results of the study of Per Capital giving by the Task Force comprised of **Keeler, John Ford, Henry Meeuwse, and Alan Rousseau**. The objective is to move per capita throughout the presbytery by 2026.
5. Presbytery Office Building: The Property Ministry Team is considering alternatives for managing the presbytery office building, including the prospective hiring of a part-time manager to ensure that equipment is property maintained, etc. A job description will be forthcoming.
6. Building Use Policy: The Property Ministry Team is presenting a revision to the policy for approval.
7. Task Force on Technology: Rev. **Achim Daffin** has submitted a report.

### **RECOGNITION OF COMMUNICATIONS DIRECTOR**

Rev. **Dorothy Blackwelder** has resigned as Communications Director as she is enrolled in law school. She was commended for her service as director. **Julie Ann McCormick** will succeed **Blackwelder** as director.

### **REPORT OF COMMITTEE ON PREPARATION**

Rev. **Pat Jones**, moderator of the committee, presented **Caroline Grindrod**, an inquirer at Princeton, for examination as a candidate for Ordered Ministry at Princeton. Following the examination, **Jones'** recommendation that **Grindrod** be approved as a Candidate for Ordered Ministry under the care of Charleston Atlantic Presbyter was adopted.

### **REPORT OF NURTURE TEAM**

The report was adopted in the Consent Agenda.

### **REPORT OF COMMISSION ON MINISTRY**

Elder **David Yandle**, moderator of the Commission, reported the following:

1. Ministerial Transitions: dissolved the pastoral relationship of Rev. **Will Dietrich** and Peace Presbyterian Church on the occasion of his retirement June 18; dissolved the associate pastoral relationship of Rev. **Tracey Daniel** and First (Scots) Church and approved the transfer of her membership to Eastern Carolina Presbytery; removed Rev. **Frank Portee** from the membership roll as a result of repeated failure to participate in the life of the presbytery; sustained the examination of Rev. **John Joseph** and approved the terms of call for him to serve as associate pastor at Providence; sustained the examination of Rev. **Elizabeth Johnson** and approved the terms of call for her to serve as the associate pastor at First, Hilton Head; sustained the examination of Rev. **Garland Hart** and approved his membership as an honorable retired member of the presbytery, willing to serve on the supply pastor list; sustained the examination of Rev. **Rob Blumer** and approved the terms of call for him to serve as interim pastor at Peace Presbyterian Church. He will remain a member of Charlotte Presbytery, laboring within the bounds of CAP; approved the transfer of membership for Rev. **Laurey Harrell** to the Western North Carolina Presbytery.
2. Congregational Transitions: approved and/or monitored the progress of the following: First, Hilton Head, associate pastor; Lowcountry, associate pastor; Peace, interim pastor; Mt. Pleasant, senior pastor; Providence, associate pastor; James Island, senior pastor; First (Scots), associate pastor.
3. Commissioned Pastors: received mentor evaluations for **Henry Meeuwse, James Parlor, Ralph Wetherell**; approved the examination of Elder **Martha Feil**, graduate of the SC Lay School of Theology, to serve as a Commissioned Pastor, affiliated with Mt. Pleasant Presbyterian and serving

the SC Presbyterian Pilgrimage and the Kairos Ministry.

4. Triennial Visits Completed: Dorchester, Lowcountry, PC on Edisto, Santee, St. Luke.

Actions taken on behalf of Presbytery

1. Belle Isle: approved a request to allow elders to serve extended terms.
2. Hampton, Estill, and Harmony: entered discussion with the Sessions regarding how the churches can most effectively continue their ministry.
3. Inquiry from Sam Martin: responded to an inquiry from **Martin** as to what the process would be to pursue restoration to ordained ministry. The Commission will follow the policy previously adopted for ministers seeking restoration following renunciation of jurisdiction.
4. Cane Bay: recognized that the Church at Cane Bay would conclude its ministry August 13.
5. Interim ministers: began a program for quarterly meetings with interim ministers to provide support to and improve the cooperation with the Commission, ministers, and congregations.
6. McKay ministry: Elder **Sandra Colon** addressed the commissioners to explain the purpose of the mission.

**Yandle** made the following recommendation, which was adopted:

To implement the provisions of G-3.0106 of the *Book of Order*, the COM recommends that Charleston Atlantic Presbytery adopt the following provision to be added to its *Manual of Operations* in an appropriate position as determined by the Stated Clerk:

In accordance with the provisions of G-3.1016 of the *Book of Order*, all minister members of Charleston Atlantic Presbytery, all Certified Christian Educators, and all Commissioned Pastors shall participate in boundary training sponsored by the Commission on Ministry to include topics of sexual misconduct and child and adult sexual abuse prevention at least once every three years, beginning January 1, 2024. To implement this policy, all current individuals identified above shall complete this training no later than July 1, 2025, and then once every three years thereafter. Ministers transferring their membership into Charleston Atlantic Presbytery shall complete this training within one year of their installation.

The Commission Ministry shall be empowered to approve guidelines implementing this program, including other topics within the ambit of Boundary Training.

Prior to effecting the transfer of any minister member of presbytery to another presbytery, the Stated Clerk shall confirm that the minister has complied with this training obligation. Additionally, prior to approving any changes to a minister's terms of call or renewal of any Commissioned Pastor's commission, the Commission on Ministry shall confirm prior compliance with this training obligation.

**Yandle** introduced the following incoming ministers and had them share their faith journeys: **Garland Hart**, retired; **John Joseph**, associate pastor at Providence; **Rob Blumer**, interim at Peace.

**REPORT OF SERVICE TO OTHERS MINISTRY TEAM**

**Andi Stem** will serve as the convener of the new Earth Care sub-committee. The team already has the following sub-committees at work: Racial reconciliation, global missions, self-development of people, child advocacy.

**REPORT OF PRESBYTERY DISASTER ASSISTANCE COMMISSION**

Rev. **Ashley Sanders** reported on disaster efforts and the PDA response. Workshops are to be offered at the S.T.E.P.S. training next summer

**REPORT OF STEWARDSHIP OF FINANCIAL GIFTS MINISTRY TEAM**

Rev. **Achim Daffin**, moderator of the team, presented the proposed 2024 budget for first reading. A motion to approve the "numbers only asking budget" was seconded and carried.

### **REPORT OF COMMITTEE ON REPRESENTATION**

Rev. **Lissa Long**, chair of the committee, reported that the committee is searching for nominees to serve as GA commissioners and to serve on the Permanent Judicial Council, Committee on Representation, Stewardship of Financial Resources, and SC Inn at Montreat. The committee will accept self-nominees.

**Long** presented the following recommendations, which were adopted:

1. The election of Rev. **Cibele Santos** as Moderator for 2024 Presbytery
2. The election of Commissioned Pastor **Priscilla Holtzclaw** to be Vice-moderator of Presbytery 2024.
3. The election of Elder **David Yandle** as Stated Clerk of Presbytery for a term of three years, eligible for renewal every three years.

### **CELEBRATIONS OF JOY AND PRAYER REQUESTS**

Moderator **Rousseau** offered the body the opportunity to share joys and make prayer requests.

### **RESOLUTION OF THANKS**

Candidate **Andrew Byrd** offered the following Resolution of Thanks, adopted by Presbytery:

WHEREAS, the Charleston Atlantic Presbytery gathered on the third Saturday in September for its Summer 2023 Stated Meeting; and

WHEREAS, the congregation of the Aimwell Presbyterian Church at Neyles Crossroads, which has served Colleton County for over 150 years, generously opened its doors to its brethren from across the Presbytery for the purpose of this meeting,

THEREFORE, we give our heartfelt thanks for:

- The Aimwell congregation for their hospitality as well as the assistance provided by the neighboring Hopewell and Bethel congregations, particularly keeping in mind those who helped with the food, flowers, technology, and parking.
- The Rev. **Perry Griffin** for being a gracious host and energizing us with his stirring message;
- The musical offerings of **Jessica Williams** and the Aimwell choir, who shared their talents with us today.
- The leadership of the Charleston Atlantic Presbytery, including Moderator **Alan Rousseau**; Vice Moderator **Cibele Santos**; and Bridge General Presbyter **Becky Albright**; as well as the other Presbytery staff and committee members who ensured that all business was handled “decently and in order,” and prepared the materials for our meeting.
- The reception of new ministers, namely **Rob Blumer**, **Garland Hart**, and **John Joseph**, who have followed God’s call to serve among the people of the Lowcountry.
- The promise and dedication shown by **Caroline Grindrod** as she continues along her seminary journey.
- The life and witness offered by the Cane Bay worshipping community and the faith that God is continuing to work through the people of western Berkeley County.
- The informative presentation by the Congo Presbyterian Mission Network, reminding us that the work of the Church is not just local but also global.
- The Presbyterian Disaster Assistance Commission, whose members work hard to ensure the safety of our congregations and communities.

- **Dorothy Blackwelder** for her dedicated service as we pray for her during her studies and for **Julie Ann McCormick** for bravely stepping up to serve as Director of Communications.

**ADJOURNMENT**

A motion to adjourn passed, and Moderator **Rousseau** offered a closing prayer and blessing on the meal to follow at 12:56 p.m.

---

**Catherine D. Byrd**, Stated Clerk

---

**Janis K. Blocker**, Recording Clerk

REVIEWED FINANCIAL STATEMENTS  
CHARLESTON-ATLANTIC PRESBYTERY  
CHARLESTON, SOUTH CAROLINA

DECEMBER 31, 2022

Charleston-Atlantic Presbytery  
Reviewed Financial Statements  
As of and for the Year Ended December 31, 2022

TABLE OF CONTENTS

INDEPENDENT ACCOUNTANTS' REVIEW REPORT	1-2
FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7-17

William H. Jarrard, CPA  
Christopher C. Nowell, CPA  
William A. Russell III, CPA  
Derrick V. Apple, CPA  
Patrick J. Odom, CPA

## INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Presbytery Council  
Charleston-Atlantic Presbytery  
Charleston, South Carolina

We have reviewed the accompanying financial statements of Charleston-Atlantic Presbytery (a nonprofit organization), which comprise the statement of financial position as of December 31, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### **Accountants' Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Charleston-Atlantic Presbytery and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

---

*Jarrard, Nowell & Russell, LLC is an Independent Member of the BDO Alliance USA.*

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Page 88 of 103

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**Accountants' Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

*Jamary Nowell & Russell, LLC*

Charleston, South Carolina

October 31, 2023

Charleston-Atlantic Presbytery  
Statement of Financial Position  
As of December 31, 2022

ASSETS

Current Assets:

Cash and cash equivalents	\$ 572,897
Investment in marketable securities	2,428,462
Other receivable	<u>1,236</u>

Total Current Assets	<u>3,002,595</u>
----------------------	------------------

Non-Current Assets:

Notes receivable	24,400
Security deposits	3,065
Funds held for future development	11,088
Land held for future church development	504,517
Property and equipment, at cost, net of accumulated depreciation	2,071,841
Life income funds	<u>4,827</u>

Total Non-Current Assets	<u>2,619,738</u>
--------------------------	------------------

Total assets	<u><u>\$ 5,622,333</u></u>
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LIABILITIES AND NET ASSETS

Liabilities:

Accrued expenses	\$ 94,597
Deferred lease obligation	6,593
Capital lease obligation	<u>12,337</u>

Total liabilities	<u>113,527</u>
-------------------	----------------

Net Assets:

Without donor restrictions		
Designated	\$ 820	
Undesignated	<u>4,519,688</u>	4,520,508
With donor restrictions		<u>988,298</u>

Total net assets	<u>5,508,806</u>
------------------	------------------

Total liabilities and net assets	<u><u>\$ 5,622,333</u></u>
----------------------------------	----------------------------

See notes to financial statements.

Charleston-Atlantic Presbytery  
Statement of Activities  
For the Year Ended December 31, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUES, GAINS, AND OTHER SUPPORT			
Benevolences from member churches	\$ 617,006	\$ -	\$ 617,006
Other	15,968	7,097	23,065
Interest and dividends	75,764	1,857	77,621
Realized gains on sale of investments	3,679	763	4,442
Unrealized (losses) of marketable securities	<u>(287,375)</u>	<u>-</u>	<u>(287,375)</u>
TOTAL REVENUES, GAINS, AND OTHER SUPPORT	425,042	9,717	434,759
EXPENSES			
Supporting services			
Presbytery - management & general	323,766	-	323,766
Program services			
Programs and affiliated church support	553,907	-	553,907
Payments to other affiliated ministries			
Synod of South Atlantic	21,000	-	21,000
General Assembly	56,417	-	56,417
Institutions	<u>1,530</u>	<u>-</u>	<u>1,530</u>
	<u>956,620</u>	<u>-</u>	<u>956,620</u>
TOTAL EXPENSES	<u>956,620</u>	<u>-</u>	<u>956,620</u>
Change in net assets	(531,578)	9,717	(521,861)
Net Assets, December 31, 2021	<u>5,039,595</u>	<u>978,581</u>	<u>6,018,176</u>
Prior period adjustment	12,491	-	12,491
Net Assets, December 31, 2022	<u>\$ 4,520,508</u>	<u>\$ 988,298</u>	<u>\$ 5,508,806</u>

See notes to financial statements.

Charleston-Atlantic Presbytery  
Statement of Functional Expenses  
For the Year Ended December 31, 2022

	Program Services						Support Activities	
	Committees on Ministry and Preparation for Ministry	Congregational Development Ministry	Education Leadership Ministry	Nature Ministry Unit	Church and Society Ministry	Affiliate Ministries	Management & General	Total
Salaries and wages	\$ 37,727	\$ 25,304	\$ 33,105	\$ 90,941	\$ 25,304	\$ -	\$ 109,313	\$ 321,694
Church programs	-	159,279	-	-	-	-	-	159,279
Employee benefits	11,377	8,246	10,557	31,587	8,246	-	26,507	96,520
Camp and conference	-	-	-	25,000	-	-	-	25,000
General Assembly	-	-	-	-	-	56,417	-	56,417
Depreciation	1,355	621	621	2,821	621	-	57,634	63,672
Ministry and missions	-	-	-	-	38,576	-	-	38,576
Investment fees	-	-	-	-	-	-	26,124	26,124
Synod of South Atlantic	-	-	-	-	-	21,000	-	21,000
Travel	447	324	417	1,241	324	-	1,040	3,792
Maintenance	1,368	1,368	2,412	2,412	531	-	23,561	31,651
Education and development	739	-	-	968	-	-	1,881	3,588
Insurance	-	-	-	-	-	-	30,934	30,934
Supplies and administrative	90	46	-	258	-	-	34,007	34,401
Professional fees	600	600	600	600	600	-	3,000	6,000
Utilities	478	478	920	920	123	-	9,458	12,376
Telephone	2,245	2,245	2,245	2,245	2,245	-	-	11,225
Bad debts	-	-	-	-	-	-	69	69
Pastoral support	8,620	-	-	-	-	-	-	8,620
Workshop	-	-	-	3,913	-	-	-	3,913
Institutions	-	-	-	-	-	1,530	-	1,530
Interest	-	-	-	-	-	-	239	239
Total functional expenses	\$ 65,046	\$ 198,510	\$ 50,876	\$ 162,906	\$ 76,569	\$ 78,947	\$ 323,766	\$ 956,620

See notes to financial statements.

Charleston-Atlantic Presbytery  
Statement of Cash Flows  
For the Year Ended December 31, 2022

CASH FLOWS FROM OPERATING ACTIVITIES:	
Change in net assets	\$ (521,861)
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:	
Provision for depreciation	63,672
Realized gain on sale of marketable securities	(4,442)
Unrealized loss marketable securities	287,375
Increase in accrued expenses	13,706
Decrease in deferred lease obligation	(2,872)
Net cash used by operating activities	357,439
CASH FLOWS FROM INVESTING ACTIVITIES:	
Purchase of investments	(180,913)
Proceeds from sale of marketable securities	227,557
Employee loan	2,500
Net cash used by investing activities	49,144
CASH FLOWS FROM FINANCING ACTIVITIES:	
Payments on capitalized leases	(6,639)
Net cash used by financing activities	(6,639)
Net decrease in cash	(121,917)
Prior period adjustment	12,491
Cash, cash equivalents and restricted cash, beginning of year	<u>682,323</u>
Cash, cash equivalents and restricted cash, end of year	<u><u>\$ 572,897</u></u>

See notes to financial statements.

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **NATURE OF THE ORGANIZATION**

The Charleston-Atlantic Presbytery (the "Presbytery") is supported by member churches located in the southeast region of the state of South Carolina, and is a church-controlled organization exempt from federal income taxes. The Presbytery's mission priorities are to develop new churches and congregations, encourage local and international missions, train and educate local church leaders, facilitate relations between congregations, ministers, Certified Christian Educators, and the Presbytery. Charleston Atlantic Presbytery is supported by contributions from member churches; thus, changes in the economy of the southeast region of the state of South Carolina possibly would impact the amount of contributions received.

## **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### Basis of Presentation

The Presbytery reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions - Net assets not subject to donor-imposed stipulations.

Net assets with donor restrictions - Net assets subject to explicit or implicit donor-imposed stipulations.

Net assets without donor restrictions are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Presbytery, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations.

Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, such as those that the donor stipulates that resources be maintained in perpetuity. The Presbytery's donor-restricted endowment funds, including the unspent appreciation of the endowment fund and the portion of the Presbytery's donor-restricted endowment funds that the Presbytery is committed to maintaining in perpetuity are classified in net assets with donor restrictions.

Support that is restricted by the donor is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions.

### Cash Equivalents

For purposes of the Statement of Financial Position and the Statement of Cash Flows, the Presbytery considers highly liquid investments with an initial maturity of three months or less and not restricted for permanently restricted assets to be cash and cash equivalents.

### Revenue and Support Recognition

Contributions received are recognized as revenue. The Presbytery reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires or the restricted purpose is accomplished, restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. The Organization values donated property and equipment at estimated fair values. Unconditional promises to give are recognized as revenue or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received.

### Fair Value Measurements

Accounting principles generally accepted in the United States of America ("GAAP") establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels. Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority. Level 2 inputs generally are indirect information such as quoted prices for similar assets in active markets or quoted for identical or similar assets in markets that are not active. Level 3 inputs are the most subjective and are generally based on an entity's own assumptions on how knowledgeable parties would price assets using the best available information.

Level 1 Fair Value Measurements – The fair value of money market and mutual funds are based on quoted net asset values of the shares held by the Presbytery at year-end.

The Presbytery did not have assets valued at Level 2 or Level 3 fair value measurements for the year ended December 31, 2022.

### Investments

Marketable securities with readily determinable fair values are carried at their fair values determined by quoted market prices in the Statement of Financial Position (Level 1 fair value measurement). Unrealized gains and losses are included in the accompanying Statement of Activities. Investments are reported at fair value. All marketable securities are short-term investments consisting of marketable securities that can be converted to liquid investments

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

within three months or less.

### Donated Services and Materials

No amounts are reflected in the statements for donated services. No objective basis is available to measure the value of services for committee and board members, which is the only use of volunteers.

### Property and Equipment Assets and Depreciation

Property and equipment are carried at cost at the date of acquisition or, if donated, at the estimated fair value at the date of donation. Property and equipment are recorded as unrestricted net assets or restricted net assets, in the case of donations with time stipulations. If an expenditure, over \$500, results in the creation of an asset having an estimated useful life that extends beyond the year of acquisition, the expenditure is capitalized and depreciated or amortized over the estimated useful life of the asset. Other expenditures for maintenance and repairs are charged to operations in the year the costs are incurred.

Depreciation of property and equipment is provided on straight-line and accelerated methods over the estimated useful lives of the assets detailed as follows: building and improvements – 39 to 20 years; equipment (consisting of furniture, equipment, and library supplies) – from 5 to 10 years.

### Income Taxes

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and applicable sections of the 1976 Code of Laws of South Carolina. Income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business income, net of allocated expenses. The Organization does not have any unrelated business activities that would subject it to unrelated business income taxes. The Organization qualifies for the charitable contribution deduction under Section 170(b)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2). The Organization, based on statutory authority, the discretionary authority of the IRS, and a limited number of court decisions is currently exempt from filing an annual return including a Form 990.

### Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.



Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

### **Functional Expenses and Cost Allocation**

The costs and expenses of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Certain categories of expenses are attributable to more than one program or supporting function and are allocated on a reasonable basis that is consistently applied. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The expenses that are allocated are compensation and benefits, which are allocated on the basis of estimates of time and effort; utilities, administrative and supplies costs, which are allocated based on management's evaluations; and depreciation, which is allocated on a square footage basis.

### **RESTRICTED CASH**

The Statement of Financial Position includes cash received with restrictions imposed by donors. The following table provides a reconciliation of cash, cash equivalents and restricted cash reported within the Statement of Financial Position that sum to the total of the same such amounts in the Statement of Cash Flows at December 31, 2022.

Cash and cash equivalents	\$ 530,560
Cash restricted for net assets with donor restrictions	<u>42,337</u>
Total	<u><u>\$ 572,897</u></u>

### **LIQUIDITY**

The Organization has \$1,748,274 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditure consisting of cash totaling \$530,560 and investments in marketable securities totaling \$1,217,714. These financial assets are not subject to donor or other contractual restrictions that would make them unavailable for general expenditure within one year of the balance sheet date. As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## NOTES RECEIVABLE

Notes receivable consist of the following:

### Related Parties

Notes receivable (minister relocation assistance), unsecured, balance due from sale of personal residence, no interest.	\$ 10,000
Employee receivable, payable on demand, unsecured, no interest.	<u>14,400</u>
Total Notes Receivable	<u><u>\$ 24,400</u></u>

The long-term portion of notes receivable as of December 31, 2022 was \$24,400, consisting of receivables with maturities greater than twelve months.

## INVESTMENTS - MARKETABLE SECURITIES

Investments are reported on the basis of quoted market prices (level 1 measurement) at December 31, 2022 and consist of the following:

Mutual funds	\$ 566,746
Stocks/ETFs	<u>1,397,787</u>
Total investments at cost	<u><u>\$ 1,964,533</u></u>
Unrealized gains (losses)	<u>463,929</u>
Total investments at fair market value	<u><u>\$ 2,428,462</u></u>

Investment return from these investments for the year ended December 31, 2022 is summarized as follows:

Interest and dividends	\$ 79,416
Net realized gains and losses	4,442
Net unrealized gains and losses	<u>(287,375)</u>
Total investment income (loss)	<u><u>\$ (203,517)</u></u>

Investment expenses for the year ended December 31, 2022 totaled \$26,124 and are reported with management and general expense in the accompanying Statement of Activities (see RELATED PARTY TRANSACTIONS).

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## LAND HELD FOR FUTURE CHURCH DEVELOPMENT

The Charleston-Atlantic Presbytery purchases land for future development of new churches in areas where the population is expected to grow. The property is transferred to the new church when established. The carrying value of this land is at cost.

## PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

Building and improvements	\$ 2,229,661
Equipment	100,037
Library resources	38,955
	<hr/> 2,368,653
Less: accumulated depreciation	<hr/> (296,812)
	<hr/>
Net property, equipment and library resources	<hr/> \$ 2,071,841 <hr/>
	<hr/>
Depreciation expense for the year	<hr/> \$ 63,672 <hr/>

## NOTE PAYABLE

Charleston-Atlantic Presbytery entered into a Paycheck Protection Program loan of \$68,230 dated April 27, 2020 with an interest rate of 1%. The loan and any accrued interest were forgiven in full on September 30, 2021. Included in other receivable in the Statement of Financial Position at December 31, 2022 is \$1,236 due from a bank for excess payments made on the loan by the Presbytery.

## COMMITMENTS AND CONTINGENCIES

### Significant Concentrations of Credit Risk

The Presbytery maintains cash accounts at financial institutions and investment firms. Cash accounts with a financial institution or an investment firm are insured up to \$250,000.

At December 31, 2022, the Presbytery had cash account balances with an investment institution which exceeded the insurance limit of \$250,000 by approximately \$59,284. The Presbytery believes such risk is managed by maintaining its deposits in high quality financial institutions.

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

**COMMITMENTS AND CONTINGENCIES - CONTINUED**

Loan Guarantees

As part of its new church development activities, the Presbytery guarantees payment of construction and original loans made to member churches. Loans guaranteed are secured by a mortgage on the respective church property. The Presbytery expects to recover guarantee costs by the management or sale of the property. All guaranteed loans are current as of December 31, 2022. The loan balances are as follows:

Loan guaranteed for:	
Palmetto Presbyterian Church	\$ 1,987,635
Sea Island Presbyterian Church	411,172
	<hr/>
	\$ 2,398,807
	<hr/>

**LEASE ARRANGEMENTS**

Operating Leases

The Presbytery leases office space for use by Cane Bay New Church Development. Lease expense for this facility approximated \$42,267 in 2022 and is included in the Programs and Affiliated church support expenses in the Statement of Activities. The office facility lease payments are subject to annual increases of 3%. The Presbytery also leases office equipment under two non-cancellable leases. In 2022, total office equipment lease payments were approximately \$6,884.

Future lease commitments of the Presbytery at December 31, 2022 are as follows:

2023	30,143
Thereafter	-
	<hr/>
Total	\$ 30,143
	<hr/>

Capital Leases

The Presbytery has entered into capital leases for the use of certain equipment. At December 31, 2022 the outstanding balance on the capital leases was \$12,337. Amortization of capital leases is included in depreciation expense. Equipment under capital leases at December 31, 2022 is presented on the following page:

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

**LEASE ARRANGEMENTS - CONTINUED**

Equipment	\$ 28,280
Accumulated depreciation	(16,665)
	<hr/>
Net equipment under capital leases	\$ 11,615
	<hr/> <hr/>

Future minimum payments on the above capital leases as of December 31, 2022 are as follows:

2023	\$ 6,780
2024	3,811
2025	2,858
thereafter	-
	<hr/>
Total minimum capital lease payments	13,449
Less: amount representing interest	(1,112)
	<hr/>
Present value of minimum capital lease payments	\$ 12,337
	<hr/> <hr/>

**RELATED PARTIES**

Notes Receivable

The Charleston-Atlantic Presbytery has outstanding loans to affiliated pastors totaling \$24,400 at December 31, 2022.

Assistance Payments

The Charleston-Atlantic Presbytery supplemented expenses of affiliated churches. Total expenses incurred during 2022 were \$159,279.

Agreements

The Presbytery has an investment advisory agreement with Barony Financial Group ("Barony"). The agreement, dated April 13, 2016, requires an annual advisory fee to be paid on a quarterly basis, totaling one percent of the total account balances. Barony currently manages accounts with balances totaling \$2,529,812. The total management fees (including transaction fees) for 2022 were \$26,124. Barony is controlled by a voting member of the finance committee of Charleston-Atlantic Presbytery.

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **RETIREMENT PLAN**

The Presbytery participates in a retirement plan administered by the Board of Pensions of the Presbyterian Church (U.S.A.). All employees of the Presbytery are eligible to participate in the plan upon employment by the Presbyterian Church. Employees are not required to contribute toward the cost of the plan. During 2022, the total payments to the plan were \$81,684. Contributions are computed as a percentage of salary. The pension cost is 11% of annual salary.

## **LIFE INCOME FUND**

The Presbyterian Church Foundation manages life income gifts for the benefit of the Charleston-Atlantic Presbytery. The foundation's actuaries calculated the present values of life income gifts at December 31, 2022 totaling \$4,777. Upon death of the life income beneficiaries, a permanent fund is established. The income earned on the established fund will be available for Charleston-Atlantic Presbytery.

## **NET ASSETS WITH DONOR RESTRICTIONS**

Donor-restricted net assets totaling \$988,298 consists of The Fellowship Presbyterian Church Fund \$563,340, the Carol McCord Fund \$6,720, the Bamberg Church Fund \$247,588, the Thomas S. and Miriam M. Hargest Memorial Funds \$14,522 and various other donor-restricted funds totaling \$156,128. The Fellowship fund and Bamberg fund were created from the net assets of dissolved churches. The Carol McCord Fund and the Thomas S. and Miriam M. Harvest Memorial Funds are required to be segregated. Earnings on the donor-restricted accounts are available for Presbytery use, except for 20% of the Bamberg fund earnings and 100% of the Thomas S. and Miriam M. Harvest Memorial Funds net income.

## **THOMAS S AND MIRIAM M HARGEST FUND**

The Organization has been named a beneficiary of the Thomas S and Miriam M Hargest Fund (the "Fund") managed by the Presbyterian Church Foundation (the "Foundation"). The Foundation has variance power over this fund. The intended purpose of this fund is to assist those churches in the Charleston-Atlantic Presbytery renovate or remodel their sanctuaries with the funds to be provided on a matching basis, with net income from this fund to pay not more than fifty percent of the estimated costs of such renovating or remodeling. These funds are not to be made available for the construction of a new sanctuary where none previously existed, nor to any church which has had more than 350 active members during the previous five years.

Total available funds, restricted for the purpose stated above, was approximately \$14,522 at December 31, 2022.

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## **ENDOWMENT FUNDS**

The Presbytery's endowment funds consist of four donor restricted funds to be invested for perpetuity or for a period of time. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

Two of the endowment funds were created from dissolved church congregations. The property used by a church is held in trust for the benefit of the Presbyterian Church (U.S.A.) which restricts the use and disposition of the property. The congregation contributed its interest in the use of the property to the Presbytery. The Presbytery entered into a written agreement with the congregation-donor to create a permanent fund for perpetuity and restrict the income for a specific use. The Presbytery has not inquired of legal counsel an opinion regarding the permanent limitation on the use of these funds. The Presbytery accounts for these agreements as donor restricted funds and classifies the funds as net assets with donor restrictions for accounting purposes.

The Presbytery classifies as net assets with donor restrictions (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The Investment Committee considers the following factors in making a determination to appropriate funds for expenditure or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Organization, and (7) the Organization's investment policies.

The Presbytery has adopted investment and spending policies, approved by the Investment Committee, for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment funds while also maintaining the purchasing power of those endowment assets over the long-term.

### Investment Return Objectives, Risk Parameters and Strategies

The investment process seeks to achieve an after-cost total real rate of return, including investment income as well as capital appreciation, which exceeds the consumer price index plus 3% at level of risk with a likelihood of more than 10% negative returns in no more than one year out of twenty years. Endowment assets are invested in a diversified asset mix, which includes equity and debt securities, that is intended to result in a consistent inflation-protected rate of return that has sufficient liquidity to make annual distributions. The Executive Committee reviews the performance of Investment Assets periodically. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and

Charleston-Atlantic Presbytery  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2022

## ENDOWMENT FUNDS - CONTINUED

strategies are managed to not expose the fund to unacceptable levels of risk.

### Spending Policy

The Investment Committee has a policy of appropriating for distribution each year the total income allowed for distribution of its endowment funds. The Organization expects the current spending policy to allow its endowment funds to provide income consistent with the donor's restriction.

Changes in endowment net assets as of December 31, 2022 are as follows:

	Without Donor Restrictions	With Donor Restrictions	Total Net Endowment Assets
Endowment net assets, beginning of year	\$ 533,753	\$ 822,453	\$ 1,356,206
Contributions	-	3,985	3,985
Investment return, net	(89,293)	2,620	(86,673)
Amounts appropriated for expenditure	-	-	-
Endowment net assets, end of year	<u>\$ 444,460</u>	<u>\$ 829,058</u>	<u>\$ 1,273,518</u>

The fair value of assets associated with individual donor restricted endowment funds may fall below the level the donor has required to be retained in the fund. Deficiencies of this nature can result from unfavorable market fluctuations and are included in investments or cash balances other than those segregated for restriction.

## OTHER ITEMS

The Presbytery is a member of a joint venture, The SC Campus Ministry Cabinet, consisting of five South Carolina Presbyteries. The purpose of the joint venture is to support, enhance, promote, and coordinate the efforts in South Carolina of the Westminster Collegiate Fellowship Campus Ministry. There were no expenses for the joint venture for 2022.

The Presbytery has potential future beneficial interests in the assets, including the land of the member churches. Such assets are held in trust by the member churches. Should a member church leave the Presbytery, the value of the Presbytery's interest in the church's assets is determined by a formula using facts available in the future. The value of such future beneficial interests cannot be measured with sufficient reliability and, accordingly, such interests are not recognized as recorded assets in the accompanying financial statements.

## SUBSEQUENT EVENTS

The Organization reviewed subsequent events through December 21, 2022, the date the financial statements were available for issuance.