



## CHARLESTON ATLANTIC PRESBYTERY

**Commissioners' Handbook  
Winter Stated Meeting  
February 14, 2026  
9:30 am**



**Dorchester Presbyterian Church  
10290 Dorchester Road, Summerville, SC 29485**

**CHARLESTON ATLANTIC PRESBYTERY  
4701 Park Place West  
North Charleston, SC 29405-4627  
843-766-4219**

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## **The Story of Dorchester Presbyterian Church, Summerville, South Carolina**

The name Dorchester connects our congregation not only to Dorchester County and the location of our campus, but also to a much deeper historical and spiritual legacy. That legacy reaches back to the Puritans who settled in this part of South Carolina in 1695 and established a community they named Dorchester.

The roots of that name go back even further. In 1620, a group of Puritans from the English counties of Dorset, Somerset, and Devon gathered in Plymouth, England, with the intention of migrating to the New World. Composed of 140 men, women, and children, the group spent a day in fasting and prayer before setting sail on March 30, 1630, aboard a 400-ton vessel named *Mary and John*. After a two-month journey, they landed on May 30 in what is now Matapan, Massachusetts. During that summer, they founded a town they named Dorchester, in honor of the English town from which many of them had come.

By the late 1600s, settlers in South Carolina with Protestant backgrounds were living on land grants outside of Charles Towne and desired to establish independent congregations. Although the Church of England was predominant at the time, these settlers sought a church more closely aligned with their beliefs. In 1695, William Norman, holder of a 350-acre land grant, was selected to travel personally to Dorchester, Massachusetts, to request a Congregational minister to organize a church in South Carolina. His request was favorably received. In November of that year—just six weeks after his ordination—the Reverend Joseph Lord, along with seven other men, sailed from Boston to establish a Congregational church in Dorchester, South Carolina.

Nearly a century later, during the Revolutionary War, British troops set fire to the Dorchester Church. The interior was destroyed, though the brick walls remained standing. The church was reorganized and repaired in 1794, but by 1817 the last resident minister had departed. The parsonage and church lands were sold, and the remaining members transferred to the Presbyterian Church in Summerville. By 1882 the building was abandoned and deteriorating, and the Charleston earthquake of 1886 caused its collapse, leaving only one wall standing. A portion of that wall can still be seen today in the old cemetery across the highway from the entrance to the White Church subdivision.

While our colonial roots trace back to the Puritans of 1695, the modern history of Dorchester Presbyterian Church begins in the twentieth century. In 1967, Charleston Presbytery commissioned James M. Earhart, a consultant in new church development for the Presbyterian Church in the United States, to study the feasibility of establishing a congregation in the Dorchester Road area. His research concluded that by the mid-1970s, the area near the intersection of Dorchester Road (Highway 642) and Bacon's Bridge Road (Route 165) would be well suited for a new church.

Acting on that recommendation, Charleston Presbytery purchased five acres of land east of the intersection in 1972 for \$20,000. Members of Summerville Presbyterian Church surveyed the surrounding community, contacting 734 households. Their findings revealed that 78 families expressed interest in a new Presbyterian congregation.



In January 1975, Charleston Presbytery appointed a search committee to call a minister to organize the new church. Presbytery also donated a small building to provide office and meeting space on the site. In August 1975, the Reverend Richard Allen Cushman was called as organizing pastor. He began his ministry on September 1, 1975, established an office on site, and recruited members to serve on a steering committee.

The first worship service was held on October 26, 1975, at King's Grant Country Club in Summerville, with 128 people in attendance. On February 15, 1976, a commission of Presbytery officially organized Dorchester Presbyterian Church with 99 charter members and installed elders along with Reverend Cushman as minister.

From its earliest days, Dorchester Presbyterian Church has emphasized family involvement in worship and service. Families have served as greeters and ushers, received the offering, prepared communion, read Scripture, and assisted in the nursery, fostering a strong sense of shared ministry.

In December 1978, the multipurpose sanctuary was completed. Four years later, the congregation began construction of its first education building, establishing a tradition that continues today: using the skills, labor, and expertise of church members and friends for construction and renovation projects. Over the years, this commitment has resulted in numerous improvements, including:

- Conversion of the original education building into church offices
- Construction of a new education building that now houses The Good Shepherd School
- Construction of the fellowship hall and patio
- Construction of the pavilion, outdoor worship center, and labyrinth
- Renovation of the sanctuary and courtyard
- Creation of the Memorial Garden for interred or scattered ashes

Additional land purchases in 1984 and 1990 expanded the campus to eight acres, along with 42 adjoining acres designated as a wildlife refuge with three-quarters of a mile of walking trails. The wildlife sanctuary is home to white tailed deer, raccoon, opossum, cottontail and marsh rabbits, gray fox, and an occasional bobcat. The preserve has the only remaining original creek bed for the Saw Branch Creek which the Army Corp of engineers turned into a canal in the late 1960's.

In August 1988, the second Education Building was dedicated and The Good Shepherd School was opened as a ministry of Dorchester Presbyterian Church. For 38 years, The Good Shepherd School has been dedicated to providing a high-quality educational program within a nurturing and stimulating learning environment. Through developmentally appropriate curriculum and the guidance of caring, well-trained teachers, children are encouraged to grow, learn, and thrive in a safe, Christian-centered setting.

In August 2006, Dorothy Blackwelder was hired as Director of Ministries and Education and was ordained as Associate Pastor in 2007. She served the congregation faithfully until June 2015.



Reverend Cushman retired in June 2008 and was named Pastor Emeritus after 33 years of dedicated service. Subsequently, the area that includes the maintained walking trails and a prayer labyrinth was named The Richard Cushman Wildlife Sanctuary.

From August 2008 through December 2010, two interim pastors, the Reverend Dr. David E. Leininger and the Reverend Dr. Deane A. Kemper, faithfully guided the congregation through a season of pastoral transition.



In November 2010, the Reverend Jeffery S. Kackley was called, and he was installed by Presbytery in January 2011. Under his leadership, Dorchester Presbyterian Church achieved a significant milestone, becoming the first Earth Care Congregation in the Charleston Atlantic Presbytery in 2014.



In 2019, the Reverend Zachary Bragg was called to serve as Associate Pastor.

Today, Dorchester Presbyterian Church's facilities are in use seven days a week. Of the five buildings on campus, four were constructed by the hands and talents of the congregation. Monthly work crews meet for breakfast and work in small groups on maintenance and building projects.



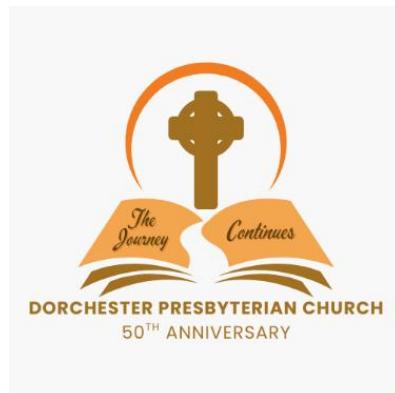
Rev. Jeffrey S. Kackley and Rev. Dr. Richard A. Cushman, Pastor Emeritus

Dorchester Presbyterian Church is a Christ-centered community striving to be faithful stewards of all God's creation. We seek to continually challenge our own prejudices as we welcome and celebrate all of God's diversity, no matter your age, race, culture, gender expression, sexual orientation, ability, or marital status. We welcome YOU to grow, learn, and serve God together.



Dorchester Presbyterian Church, Summerville, South Carolina

As we celebrate 50 years of **Dorchester Presbyterian Church**, under the theme "*The Journey Continues*," we give thanks with joyful hearts for God's faithfulness through the years, rejoice in the life, love, and ministry we share today, and look ahead with hope and confidence to the ways God will continue to lead and use us in the days to come.



**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)**

Dorchester Presbyterian Church, Summerville, SC  
Order of Worship for Charleston Atlantic Presbytery  
Winter Stated Meeting  
February 14, 2026

Welcome	The Reverend Jeff Kackley
Prelude	
Call to Worship	The Reverend Patricia Bligen Jones

O: Grace and peace to you in the name of our Lord Jesus Christ.  
In the midst of winter, we gather—called not by weather or schedule,  
but by the living God.

P: We come to listen for God's voice and to seek the leading of the  
Holy Spirit.

O: From many congregations and communities, we are knit together as  
one body in Christ.

P: We belong to one Lord, one faith, one baptism.

O: The God who brought light out of darkness still speaks hope into  
uncertain days and renews the church for faithful witness.

P: We open our hearts to God's renewing work among us.

O: Let us worship God—who has been faithful in every season  
and whose mercy endures forever.

P: Let us worship God.

**Prayer of Adoration:**

Elder Michele Jones

Holy and gracious God, we praise You as the One who was and is and is to come. You are the Creator of heaven and earth, the giver of life, and the faithful guide of Your people in every generation. In the changing seasons of the world, You remain unchanging—steadfast in mercy, constant in truth, abounding in love made known to us in Jesus Christ our Lord. You have called the church into being by Your Word and sustained it by Your Spirit. You gather us not by our own wisdom or strength, but by Your grace alone, uniting us as one body for Your glory and for the sake of the gospel. We adore You, O God, for Your holiness that humbles us, Your grace that restores us, and Your faithfulness that leads us forward even when the path is uncertain. As we meet in Your name, lift our eyes beyond ourselves. Tune our hearts to Your will. Renew our love for Christ and our commitment to the mission You entrust to us. All honor and glory belong to You—Father, Son, and Holy Spirit—one God, now and forever. Amen.

**Hymn:** “O Day of Peace,” (Glory to God Hymnal, pg. 373)

**Call to Confession:**

The Reverend Zach Bragg

Siblings in Christ, the God who calls us into covenant is holy and merciful. When we rely on our own wisdom, neglect love, or resist the Spirit’s leading, we fall short of God’s intention for the church. Yet we trust the promise that if we confess our sins, God is faithful and just to forgive us and to renew us by grace. Let us therefore come before the Lord with honesty and humility, confessing our sin and seeking new life in Christ.

**Prayer of Confession:** Merciful God, you have called us to be the body of Christ, yet we confess that we do not always live as your faithful people. We have trusted our own understanding more than the guidance of your Spirit. We have allowed fear, weariness, or division to weaken our witness and diminish our love. Forgive us, O Lord, for the times we have failed to listen deeply, to speak truth graciously, and to seek the unity of the church you cherish. Renew us by your grace. Restore our joy in the gospel. Reform your church again by your Word and Spirit, that in all things we may glorify you and faithfully serve Jesus Christ our Lord. Amen.

### **Silent Prayer of Confession**

**Assurance of Forgiveness** (*1 John 1:9*): Hear the good news: “If we confess our sins, God who is faithful and just will forgive us our sins and cleanse us from all unrighteousness.” In Jesus Christ, we are forgiven. Thanks be to God.

### **Prayer Of Illumination**

Elder Janie Bruce

### **Old Testament Readings:**

2 Kings 20:1-6, 16-19

Elder Janie Bruce

Ezekiel 4:1-3

The Reverend Doctor Nicole Abdounour

### **Gospel Reading:** Luke 16:1-9

The Reverend Jeff Kackley

**Special Music** “Si Ya Hamba,” (“We Are Marching in the Light of God”) **Dorchester Presbyterian Church Choir**

**Sermon:** “10-15 Years”

The Reverend Jeff Kackley

### **Affirmation of Faith**

The Apostles’ Creed

**Johnson C. Smith University’s Phasing Up Program.** *The program serves students who have aged out of the foster care system and those touched by housing insecurity. Students must be enrolled as full-time undergraduates at Johnson C Smith University.*

**Offering Invitation**

**The Reverend Doctor Lib McGregor Simmons**

In every season, God provides; let us respond with generous hearts.

**Doxology**

**Prayer of Dedication:** Gracious God, from your goodness we have received these gifts, and in gratitude we return them to you. Use them—and use us—for the work of your kingdom, for the strengthening of Your church. Amen.

**Sacrament of the Lord’s Supper**

The Reverends Zach Bragg and

Patricia Bligen Jones

**Invitation**

**Prayer of Thanksgiving and The Lord’s Prayer**

**Words of Institution**

**Communion of God’s People by Intinction**

**Prayer**

**Service of CAP Commissioning**

**The Reverend Becky Albright**

**Closing Hymn**      “For Everyone Born, A Place at the Table,”  
(Glory to God Hymnal, pg. 769)

**Benediction**

**The Reverend Jeff Kackley**

## Postlude

### Participants in today's Worship Service

1. The Reverend Doctor Nicole Abdnour, Mount Pleasant Presbyterian
2. The Reverend Patricia Bligen Jones, Hebron Zion Presbyterian
3. The Reverend Zack Bragg, Dorchester Presbyterian
4. Elder Janie Bruce, Westminster Presbyterian
5. The Reverend Doctor Brian C. Henderson, St. James Presbyterian
6. Elder Michele Jones, Dorchester Presbyterian
7. The Reverend Jeff Kackley, Dorchester Presbyterian
8. The Reverend Doctor Lib McGregor Simmons, The Village at Summerville

# Service of Commissioning

## Ruling Elders Jim Deavor, Reese Humphries, and Michele Jones

### Sentences of Scripture

Ruling Elder David Yandle

*Though there are many of us, we are one body in Christ, and individually we belong to each other.*

*We have different gifts that are consistent with God's grace given to us. If your gift is prophecy, you should prophesy in proportion to your faith. If your gift is service, devote yourself to serving. If your gift is teaching, devote yourself to teaching. If your gift is encouragement, devote yourself to encouraging. The one giving should do it with no strings attached. The leader should lead with passion. The one showing mercy should be cheerful.*  
(Romans 12:5-8)

*Lead a life worthy of the call to which you have been called, making every effort to maintain the unity of the Spirit in the bond of peace. 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 Father of all, who is above all and through all and in all.* (Ephesians 4:1-6)

*The Presbytery of Charleston Atlantic is satisfied that Ruling Elders Jim Deavor, Reese Humphries, and Michele Jones have met all requirements and completed all preparations prescribed in the Constitution of the Presbyterian Church (U.S.A.) and has approved his/her call to service.*

*We now commission each of you as Commissioned Pastors to serve in and for Charleston Atlantic Presbytery, with all the authority of a full commissioning.*

### CONSTITUTIONAL QUESTIONS –

Rev. Becky Albright

*Do you trust in Jesus Christ your Savior, acknowledge him Lord of all and Head of the Church, and through him believe in one God, Father, Son and Holy Spirit? I do.*

*Do you accept the Scriptures of the Old and New Testaments to be, by the Holy Spirit, the unique and authoritative witness to Jesus Christ in the Church universal, and God's Word to you? I do.*

*Do you sincerely receive and adopt the essential tenets of the Reformed faith as expressed in the confessions of our church as authentic and reliable expositions of what Scripture*

*leads us to believe and do; and will you be instructed and led by those confessions as you lead the people of God? I do, and I will.*

*Will you fulfill your commission in obedience to Jesus Christ, under the authority of Scripture, and be continually guided by our confessions? I will.*

*Will you be governed by our church's polity, and will you abide by its discipline? Will you be a friend among your colleagues in ministry, working with them, subject to the ordering of God's Word and Spirit? I will.*

*Will you in your own life seek to follow the Lord Jesus Christ, love your neighbors, and work for the reconciliation of the world? I will.*

*Do you promise to further the peace, unity, and purity of the church? I do.*

*Will you seek to serve the people with energy, intelligence, imagination, and love? I will.*

*Will you be a faithful commissioned pastor, watching over the people, providing for their worship? In your ministry will you try to show the love and justice of Jesus Christ? I will, with God's help.*

#### **PRAYER**

Rev. Pat Jones

*Almighty God, in every age You have chosen servants to speak your Word and lead your loyal people. We thank you for Jim, Reese and Michele, whom you have called to serve you as Commissioned Pastors in and for Charleston Atlantic Presbytery. Give each of them gifts to do their work. Fill them with your Holy Spirit, so that they may have the same mind that was in Christ Jesus and be a faithful disciple throughout life.*

*God of grace, in baptism you have called us to a common ministry as ambassadors of Christ, trusting us with the message of reconciliation. Give us courage and discipline to follow where your servants rightly lead us, that together we may declare your wonderful deeds and show your love to the world; through Jesus Christ the Lord of all. Amen.*

#### **CHARGE TO THE COMMISSIONED PASTORS**

Commissioned Pastor Bo Hamilton

#### **CHARGE TO THE PRESBYTERY**

Commissioned Pastor Richard Norris

#### **DECLARATION AND WELCOME**

Rev. Becky Albright

*On behalf of the Charleston Atlantic Presbytery, you are commissioned to serve the church as a Commissioned Pastor of Charleston Atlantic Presbytery. We welcome you to this ministry. May God's Holy Spirit empower you in the ministry of our Lord and Savior Jesus Christ. Amen.*

**CHARLESTON ATLANTIC PRESBYTERY  
WINTER STATED MEETING DOCKET**

**Rev. Dr. Michael Fitze, Moderator  
Dorchester Presbyterian Church, Summerville, SC  
February 14, 2026**

**8:30—Check In**

**9:00 --Orientation for New Commissioners**

**9:30—Meeting Begins**

1. Call to Order, Opening Prayer—Moderator
2. Welcome to Dorchester Presbyterian Church – Rev. Jeff Kackley
3. Acknowledgement of Lands and Peoples - Moderator
4. Declaration of a Quorum - Stated Clerk / Moderator
5. Welcome to First Time Commissioners - Moderator
6. Guests and Corresponding Member – Stated Clerk  
Rev. Elizabeth M. Deibert – Presbyterian Association of Musicians  
Ruling Elder Valerie Young – Stated Clerk, Synod of South Atlantic  
Mary Howell – Water Missions
7. Appointment of Standing Committee for Resolution of Thanks—Moderator
8. Opening Worship with Communion
  - a. Sermon by Rev. Jeff Kackley
  - b. Offering to benefit Johnson C. Smith University, Charlotte, NC
9. Introduction of New Business/Approval of the Docket—Stated Clerk
10. Adoption of the Consent Agenda—Moderator
11. Report of General Presbyter / Pastor to Pastors – Rev. Becky Albright
12. Stated Clerk’s Report – Elder David Yandle
13. Rev. Elizabeth M. Deibert – Presbyterian Association of Musicians
14. Mary Howell – Water Missions

15. Overtures to the General Assembly – Rev. Spike Coleman
16. Elder Valerie Young, Stated Clerk, Synod of South Atlantic
17. Request from St. James Presbyterian Church to approve loan – Rev. Dr. Brian Henderson
18. Finance Committee - Rev. Achim Daffin, Moderator
19. Service to Others Ministry Team – Rev. Jim Miller, Moderator
20. Property Ministry Team – Elder Irene Whaley, Moderator
21. Shepherding Team – Commissioned Pastor Priscilla Holtzclaw, Moderator
22. Commission on Ministry—Rev. Dr. Jeri Parris Perkins, Moderator
23. CAP Presbyterian Women- Elder Evelyn White, Moderator
24. Nurture Ministry Team - Rev. Dr. Brian Henderson, Moderator
25. Presbyterian Disaster Assistance Commission – Elder Rick Spivey, Coordinator
26. Committee on Preparation for Ministry - Rev. Pat Jones, Moderator
27. Committee on Representation- Rev. Bart Edwards, Moderator
28. Call for other Reports/Unfinished Business
29. Report of Resolution of Thanks Committee
30. Adjournment with Prayer and Benediction by Moderator
31. Lunch and Joys Video

### **2026 CAP Meeting Dates:**

Saturday, February 14, 2026 – Dorchester Presbyterian Church, Summerville, SC

Tuesday, May 12, 2026 – Sunrise Presbyterian Church, Sullivan’s Island, SC

Saturday, September 12, 2026 – Second Presbyterian Church, Charleston, SC

Tuesday, November 10, 2026 – James Island Presbyterian Church, James Island, SC

**Consent Agenda  
For Charleston Atlantic Presbytery  
Winter Stated Meeting**

**February 14, 2026**

**Any teaching elder or ruling elder commissioner may request that any motion, report or recommendation be removed from the Consent Agenda. Upon such request, the item will be removed from the omnibus motion and placed on the floor for consideration and vote at the time the appropriate committee report appears on the docket.**

**OMNIBUS MOTION:**

**The following recommendations and motions in this Omnibus Motion shall be approved:**

**1. Stated Clerk' recommendations:**

A. The minutes of the Fall Stated Meeting held on November 11, 2025, at First Presbyterian Church of Moncks Corner, SC and which appear in the handbook be approved and admitted to the record.

B. The attendance report contained in the minutes of the Fall Stated Meeting held on November 11, 2025, including reports of excused and unexcused absences be referred to the Commission on Ministry for review and action as necessary.

C. The commission, committee and ministry team reports without recommendations for action be received as information.

## General Presbyter/Pastor to Pastors

### Report for CAP Meeting

**February 14, 2026**

As I write this report, I am sitting in front of a blazing fire and watching a movie with our 5-year-old granddaughter. Life is good - even in the cold, winter weather. For the past two days, **Stated Clerk David Yandle** and I have been in Marietta, Ga. for a **Synod of South Atlantic** gathering for General Presbyters and Stated Clerks. Our Synod is made up of 16 presbyteries from Florida, Georgia, and South Carolina. There were 18 people in attendance at the Marietta gathering, which was hosted by **Cherokee Presbytery**. While some of the presbyteries have a person that serves as General Presbyter/Stated Clerk, some have separate positions for the two roles, and I am personally grateful to be part of a presbytery that separates those roles.

**Synod Executive, Valerie Young**, gathers us at least twice each year to connect us with our peers. These gatherings have developed into an unspoken accountability to those who are around the table. We share our personal lives, successes, struggles and defeats within our presbyteries. We challenge, encourage, empower and embody each other and I always leave those gatherings feeling more fulfilled than when we began the session.

The gathering in Marietta was different in several ways –

- We celebrated the retirement of one general presbyter and the end of a transitional role for two colleagues at the mid-council level,
- We engaged in a bit of conversation about the weather and if churches would be able to worship in the pews on Sunday, February 1<sup>st</sup> because of the possibility of snow and ice,
- We shared our grief and concern about several colleagues who are suffering a personal illness and others suffering losses,
- We shared our grief and concern about the events in Minnesota.
- We prayed for discernment and wisdom to resource our pastors in ways to preach during a time of deep divide in our country and world.

The conversations were rich and difficult on many levels. We shared laughter and tears.

What was not different at this gathering was the hope found in our Savior, Jesus Christ. One of our prophetic colleagues shared the notion that the result of speaking truth to power may be followed by a crucifixion. The same colleague reminded us of what we all know - that crucifixion is followed by resurrection – and for many pastors in our presbytery the question is “are you willing to be crucified?”

We find ourselves living in the tension of being part of a mainline denomination that is not flourishing, and none of us want to lose church members because of saying something that someone may receive as being on one side or the other politically. It is our desire to do exactly what we are called to do – to preach the word of God during good times, bad times and all times.

Once again, I am in awe of the timing of the lectionary readings for Sunday, February 1<sup>st</sup> which are Micah 6:1-8, Psalm 15, 1 Corinthians 1:18-31, and Matthew 5:1-12.

Yes, as Charleston Atlantic Presbytery, there is much work to be done and there is the hope and promise of Jesus Christ – now and always. Thanks be to God. Thanks be to God.

Rev. Rebecca Albright  
General Presbyter, Pastor to Pastors

**Report of the Stated Clerk**  
**Charleston Atlantic Presbytery**

**Winter Stated Meeting – February 14, 2026**

**I. Boundary Training**

In September 2023, the presbytery adopted a Boundary Training program for teaching elders, commissioned pastors, certified Christian educators and those under care of presbytery. This program implements the training required by Section G-3.0106 of the Book of Order. The following folks have not completed this required training:

Our policy states that individuals who have not completed the training will not be in good standing. The absence of good standing not only makes a minister ineligible for transfer to another presbytery or another call within the bounds of Charleston Atlantic Presbytery, it also prevents the minister from having access to the Church Leadership Connection website to explore possible future calls.

The following persons have not yet attended the required training: Rev. Patrick Perryman, Rev. Alexander Porter, and Commissioned Pastor Reggie Simmons.

**II. Review of 2025 Session Minutes**

Section G-3.0108 of the Book of Order provides that each council shall review the records of the lower councils within its jurisdiction. The Commission on Ministry accomplishes this task for the presbytery by reviewing half the churches in the spring and the other half in the fall. For the churches listed as First Half Churches, please arrange for the minutes to be delivered to the presbytery office no later than April 30, so that COM can review them at its meeting on May 5.

<b>First Half</b>	<b>Churches</b>	<b>Second Half</b>	<b>Churches</b>
Aimwell	James Island	Beaufort Salem	Palmetto
Allendale	Lowcountry	Belle Isle	Salem – Johns Is.
Edisto	PC on Edisto	Bethel – Johns Is.	Sea Island
Estill	Peace	Bethel – Walterboro	Second
First Beaufort	Providence	Dorchester	St. Andrews – Johns Is.
First Hilton Head	Sea Island	First Moncks Corner	St. Luke
First Scots	St. Andrews - Chas	First Orangeburg	St. Paul
Hampton	St. James	Hebron Zion	Summerville
Harbor View	Wallingford	Johns Island	Sunrise
Harmony	Yeaman's Park	Mt. Pleasant	Westminster
Hopewell	Zion Olivet	New Wappetaw	Williston

### **III. Presbytery Meeting Schedule**

The stated meetings of the presbytery for 2026 are set out below. Please mark your calendars so that you can attend these meetings.

Saturday, February 14, 2026	Dorchester Presbyterian Church, Summerville
Tuesday, May 12, 2026	Sunrise Presbyterian Church, Sullivan's Island
Saturday, September 12, 2026	Second Presbyterian Church, Charleston
Tuesday, November 10, 2026	James Island Presbyterian Church, Charleston

### **IV. 227th General Assembly**

The 227th General Assembly of the Presbyterian Church (U.S.A.) will convene in Milwaukee, Wisconsin from June 22 through July 2, 2026. Rev. Cecelia Armstrong will be one of the co-moderators for this meeting. Overtures and concurrences with constitutional implications must be submitted by February 22, 2026. Overtures without constitutional implications must be submitted by April 22, 2026.

### **V. Legal Matters.**

A. A lawsuit which has been pending against the presbytery has been resolved and will be dismissed with prejudice.

B. A claim has been made against the presbytery by an individual who tripped and fell at an event on our campus. Our insurance carrier and the carrier for the organization that rented the space are aware of the claim and will be handling it.

C. When Charleston Presbytery and Atlantic Presbytery merged in the 1980s both presbyteries agreed that the two corporate entities would be merged. Unfortunately, the necessary paperwork was not submitted to the Secretary of State at that time. After a significant amount of archival research, we have recovered the minutes and the merger agreements that have allowed us to file with the South Carolina Secretary of State the necessary documents to clarify the corporate existence of Charleston Atlantic Presbytery, a South Carolina nonprofit corporation.

### **VI. Training Seminar for Clerks of Session**

I will host a training seminar on Tuesday, March 3, 2026 at 7:00 p.m. for folks serving as clerks of session. The primary target audience will be newly elected clerks, but anyone serving in that position is welcome to join. Please look for additional information as the date approaches.

## **VII. Enrollment of Ruling Elders as Voting Members of Charleston Atlantic Presbytery during 2026.**

Pursuant to section 3-M.0106 b. and e. of the Manual of Administrative Operations, I have enrolled the following ruling elders serving as presbytery officers, moderators of agencies of the presbytery, or commissioners to higher councils as members of Charleston Atlantic Presbytery with voice and vote at all meetings during their tenure:

Priscilla Holtzclaw	Shepherding Team
Henry Meeuwse	General Assembly Commissioner
Eugene Richardson	General Assembly Commissioner
Rick Spivey	Presbyterian Disaster Preparedness
Evelyn White	Presbyterian Women
Clarissa Whaley	General Assembly Commissioner
Irene Whaley	Property Committee
DeeBee Wright	Treasurer
David Yandle	Stated Clerk

## **VII. Recommendations**

The Stated Clerk recommends that:

- A. The minutes of the Fall Stated Meeting held on November 11, 2025, at First Presbyterian Church in Moncks Corner and which appear in the handbook be approved and admitted to the record.
- B. The attendance report contained in the minutes of the Fall Stated Meeting held on November 11, 2025, including reports of excused and unexcused absences be referred to the Commission on Ministry for review and action as necessary.
- C. The commission, committee and ministry team reports without recommendations for action be received as information.
- D. The items on the Consent Agenda not pulled by any commissioner or minister member be approved by unanimous consent.

Respectfully submitted,

David S. Yandle  
Stated Clerk

January 30, 2026

Dear Siblings in Christ of the Charleston Atlantic Presbytery,

In the following pages, you will find three overtures from the Presbytery of the Cascades (Oregon) to the 227<sup>th</sup> General Assembly of the Presbyterian Church (USA). These overtures are responses to the decision of the Unification Commission, which was announced in March of 2025, to layoff mission co-workers. I respectfully and prayerfully ask you to read these three overtures and the accompanying rationales, and then consider voting to concur with the Presbytery of the Cascades to send these to the 227<sup>th</sup> General Assembly.

Though each of the overtures relates to World Mission, they call for different actions that will enable us to clarify who we are as God's people and the ways we believe God calls us to share in God's mission in the world.

The first overture calls for us to develop a new missiological statement that will serve as a foundation for the ways the PC(USA) shares in global mission. It will address key questions that will help us develop a shared understanding that is much needed in the PC(USA) today. It will also help us nurture healthy, mutually encouraging and supportive relationships with our mission partners.

The second overture calls for the GA to prohibit non-disclosure covenants with GA staff. You may recall that the 226<sup>th</sup> General Assembly approved an overture that was passed by presbyteries that prohibits the use of non-disclosure agreements in pastoral calls. This overture will simply apply this same standard to GA. This is important because the use of the non-disclosure covenant with former mission co-workers caused confusion and frustration with both our mission co-workers and our mission partners with whom they have served. This overture will demonstrate that we have learned from our experiences and want to be and do better as we move forward.

The third overture calls for a review of the whole process that led to the elimination of Presbyterian World Mission. This overture reflects the concern that the decision to eliminate Presbyterian World Mission and terminate mission co-workers was unilateral, and that the related communication proved to be paternalistic. In a word, the way the decision was made and implemented bore the marks of coloniality, as a dominant partner imposed a unilateral decision from a position of power without appropriately consulting our mission partners. This was a practice that those who have represented us as mission co-workers have sought to avoid.

I urge you, my siblings in Christ of the Charleston Atlantic Presbytery, to concur with the Presbytery of the Cascades in sending these three overtures to the 227<sup>th</sup> General Assembly.

Thank you for prayerfully and respectfully considering these overtures. I also ask for your prayers for those who have represented us as mission co-workers in this difficult time of transition for them, their families, and for our partners in God's mission.

Peace,

Spike Coleman

**FOR ACTION:**

**Send the overture “Calling for a New Missiological Statement for the Presbyterian Church (U.S.A.)” to the 227<sup>th</sup> General Assembly.**

The session of **First Presbyterian Church of North Bend, Oregon**, requests that the Presbytery send the following overture to the General Assembly:

**The Presbytery of the Cascades overtures the 227th (2026) General Assembly of the Presbyterian Church (U.S.A.) to:**

**1.) Direct staff, accompanied by an advisory group to be named by the Moderator or Co-Moderators, to develop a new missiological statement on which the global engagement of the PC(USA) will be founded, answering at minimum these questions, and other questions as they emerge:**

- a. What is the missiology of the PC(USA), and how does this guide the church to serve God and neighbor and inform the global engagement of the church?**
- b. How does this missiology relate to past statements and mission work, and how does it serve the contexts of the mission of God undertaken by the PC(USA) nationally and internationally?**
- c. Who engages in the global mission of the PC(USA), and how are each group or individual engaging?**
- d. What new and renewed models are in place or emerging to serve God’s mission through the PC(USA) and its members and member entities, agencies, networks, mid-councils, and congregations?**
- e. What is the PC(USA) sending body framework or frameworks for mission, and what protections and safeguards for those sent and those with whom they serve are in place or need to be developed?**
- f. What funding models are in place or need to be developed?**

**Staff and the advisory group are directed to ensure meaningful consultation with representatives of the following groups in their work:**

- 1. Missiological scholars who are members of the PC(USA)**
- 2. Former staff members of PC(USA) World Mission who have served internationally with and under the supervision of global partners**
- 3. PC(USA) Mission Networks**
- 4. PC(USA) mid councils engaged in global mission**
- 5. Congregations engaging in global mission**
- 6. PC(USA) global partners**

**2.) To report to the 228th General Assembly**

**Rationale cont. next page**

## Rationale

The termination of Presbyterian World Mission (PWM) by the Presbyterian Church (U.S.A.) in 2025 exposes a profound lack of understanding by the denomination's leadership concerning a Reformed missiological framework. Since its inception, the Reformed theological tradition has distinguished itself as an ecumenical and transnational church, developing and funding partnerships at home and abroad as part of its evangelical\* mission. In the sixteenth century, Calvin's Geneva became a haven for Protestant refugees fleeing persecution throughout Catholic Europe. Himself a displaced political refugee, John Calvin's ministry in Geneva became a beacon for refugees throughout Europe, who came to Geneva to learn under Calvin to then replicate his successes back home. The Genevan church not only supported the repatriation of Protestant refugees in Europe, but it also funded the first Protestant mission in the New World with the establishment of a French Huguenot colony in Brazil in 1555.

However, not only is the closure of PWM a betrayal of the global scope of Presbyterian ministries, but it comes at the expense of our most foundational ecclesiological commitments. Protestant reformers in the sixteenth century were careful not to replace one clerical hierarchy with another, as evidenced by the representational church order described in the fourth book of John Calvin's *Institutes of the Christian Religion* (1559). Given every Christian is subject to Christ's lordship, from the lowliest laborer to the highest ruling monarch, the communion of saints (*communio sanctorum*) is ultimately an egalitarian fellowship (*koinōnia*), a shared life together in which all believers are responsible for and accountable to one another. This, above all else, is the basis on which ecclesiastical and civil polity is founded. Therefore, the kind of unilateral decision-making that led to the closure of PWM without adequate dialogue and consultation reflects a careless disregard for our most foundational Reformed theological commitments.

One of the reasons given by the Interim Unification Agency (IUA) to justify the closure of PWM was the inherent coloniality of missions. When we refer to the coloniality of missions, we are referring to a way of doing missions such that usually Western missionaries impose Western ideas of "gospel", "civilization," and "progress" onto local cultures. Historically, missions often marched in lockstep with colonial projects and for that reason the document, "Presbyterians Do Mission in Partnership," presented a model of partnership in which Presbyterian mission co-workers established partnerships with local communities, allowing themselves to be guided by their wisdom and guidance. Instead of perpetuating a colonial attitude marked by a one-sided relationship in which the missionary party holds the power and resources and could, therefore, dictate to the local mission partners what they should do, Presbyterian mission workers have followed this more egalitarian and contextual missiological model assiduously and, in the process, become valuable colleagues for local churches around the world.

If colonialism is marked by a one-sided relationship in which one party holds the power to dictate or compel the other party or parties, then the actions of the Interim Council fit that bill. If PC(USA) global partners were indeed partners, then they would've been consulted before engaging in the radical reconfiguring of PC(USA) World Mission. Based on the reactions of many global partners, it appears that this consultation did not happen, and the unilateral action came as a surprise to them. This not only violates the missiology of "Presbyterians Do Mission in Partnership" but also treats our global partners like expendable mission co-workers who could be terminated unilaterally and without consultation in order to preserve the financial viability of the PC(USA).

Second, if the PC(USA) is not adhering to its official missiological statements, what missiology then drives this move to eliminate PC(USA) World Mission? In statements on the matter, the leadership has moved to transition PC(USA) World Mission into a ministry called Global Ecumenical Partners. The rationale given by IUA staff for this abrupt restructuring was a desire to increase interconnectedness in the global church while addressing the financial instability of the PC(USA). With regards to the former, interconnectedness does not reduce the need for mission. Conservative denominations are doubling down on their missionary work, filling the void where the PC(USA) has withdrawn, advancing theological, ecclesiological, and missiological ideas that differ from our own. Furthermore, the work of PC(USA) World Mission was already ecumenical on a local level. Many mission co-workers participated in ecumenical partnerships locally to engage in justice issues. However, what the IUA is referring to is not these local ecumenical efforts but supranational organizations such as the World Communion of Reformed Churches (WCRC). There is no evidence that the PC(USA) will increase its financial support to the WCRC while it presses the WCRC to take over the work of PC(USA) World Mission, which makes the decisions by IUA leadership look like an effort to outsource world missions to the WCRC. In other words, leadership has failed to demonstrate how the move toward increasing the interconnectedness of the world church translates to the drastic action of eliminating PC(USA) World Mission.

Sadly, this leaves financial sustainability as the only plausible rationale for the elimination of PC(USA) World Mission. Financial sustainability motivated by the fear of a declining denomination cannot serve as a theological “state of exception” that allows the PC(USA) to violate its own theological/missiological statements. We worship the God who sends the church into the world, not the Mammon who seeks its own self-preservation. In the end, there was no justifiable missiological justification for the termination of PC(USA) World Mission and the unjust firings of its mission co-workers. Granted, the closure of PC(USA) World Mission comes at a time when global ministries are struggling to make up for funding deficits after the Trump administration cut funding for programs the US Agency for International Development (USAID). But the PC(USA)’s fiscal worries cannot be allowed to constitute a state of exception that allows the denomination to act against its own doctrinal and polity statements. Such a “missiology” is neither a theology of missions nor is it decolonial in any sense of the term. This theological lacuna, which has already unjustly upended the work of 79 mission co-workers and thrown a curveball at so many partnerships around the world, needs to be addressed in a properly Reformed manner. This overture aims to produce a missiological statement that can guide the PC(USA)’s mission policy now and in the future.

\* The term “evangelical” is here used in the original sixteenth century meaning to refer to the Gospel-centered reformations that came to differentiated Protestantism from the Roman Catholic Church. In our day and age, the capitalized form of this term (“Evangelical”) is used to refer to various conservative religious movements in the United States informed by the publication of The Fundamentals (1910-1915), a series of tracts that provide “a new statement of the fundamentals of Christianity” in response to the Social Gospel and Protestant Liberalism.

## FOR ACTION:

**Send the overture “On Prohibiting Non-Disclosure Covenants in Employee Relations” to the 227<sup>th</sup> General Assembly.**

The Session of **First Presbyterian Church, North Bend, Oregon**, requests that the Presbytery of the Cascades send the following overture to the 227<sup>th</sup> General Assembly:

**The Presbytery of the Cascades overtures the 227th (2026) General Assembly of the Presbyterian Church (U.S.A.) to:**

- 1) **To direct staff to rewrite employee policies prohibiting the use of non-disclosure covenants with all employees,**
- 2) **To report on revisions in employee policies to the 228<sup>th</sup> General Assembly (2028).**

## Rationale

The 226th General Assembly approved an overture that was subsequently passed by the presbyteries, which operates to prohibit the use of non-disclosure agreements in pastoral calls (POL-08, On Dissolution of Pastoral Relationships). The rationale for that overture reminded commissioners of the vows people take at ordination to serve one another, God, and God’s church with love, citing W-4.0404. The overture noted that non-disclosure agreements move people in congregations and other bodies of the church to the opposite of this, and to “engender speculation rather than truth-seeking”, inviting “speculation that is typically a disservice to all parties”.

Mission co-workers employed by PC(USA) World Mission found themselves in a like position to those who have served under non-disclosure agreements in and with the councils of the denomination. When the decision was made to terminate all mission co-worker positions in March 2025, those serving in these positions served under a non-disclosure covenant, which staff of the Interim Unified Agency (IUA) have labored since the plan to terminate mission co-workers was made public to define as not a non-disclosure agreement. However, mission co-workers who chose to share their sense of what was happening received threats and warnings from supervisory IUA staff, who reminded them of the covenant under which they served, and raised the possibility of losing severance if mission co-workers continued sharing about their experiences.

Additionally, the law of the state of Kentucky was brought to bear in the mission co-worker firing process. Mission co-workers served under appointment for a set term of years. So, they understood—as did the global partners with whom they served—that their employment was secure for at least the terms of their appointments. However, Kentucky has “at-will” employment, and this was referenced to mission co-workers who brought up the issue of their appointment terms. Mission co-workers were advised by IUA staff that they would not receive an answer to questions about why their positions were being terminated, and the right to fire employees at will and without cause was also referenced.

It has become clear that non-disclosure covenants and non-disclosure agreements are an example of a distinction without a difference. It has also become increasingly clear that the Constitution of the Presbyterian Church (U.S.A.) has the capacity to lead the denomination toward more faithful relationships between all in the church and the world, and between employer and employee, and should be thus used to do this faithful work. It is crucial, then, that those who serve the IUA and our global partners be accorded the respect and love outlined in the Constitution of the PC(USA). This overture seeks to employ and build upon the wisdom of the 226<sup>th</sup> General Assembly in prohibiting non-disclosure agreements to prohibit non-disclosure covenants as well, and to expand this prohibition in hiring, termination, and employee relations with all IUA staff (and the staff of any future agency leading the denomination), wherever they may serve in the world.

**FOR ACTION:**

**Send the overture “Call to Review the Restructuring of PC(USA) World Mission Overture” to the 227<sup>th</sup> General Assembly.**

The Session of **First Presbyterian Church, North Bend, Oregon**, requests that the Presbytery of the Cascades send the following overture to the 227<sup>th</sup> General Assembly:

**The Presbytery of the Cascades overtures the 227th (2026) General Assembly of the Presbyterian Church (U.S.A.) to:**

1. **To direct the Moderator or Co-Moderators to form a commission tasked with the following:**
  - a. **To review decision making processes employed and actions taken that resulted in the elimination of the PC(USA) World Mission and the termination of all appointed Mission Co-Worker positions of those who were serving in March 2025, and the formation of a new model of global engagement;**
  - b. **To determine the extent to which the decision making processes employed and actions taken by the Unification Commission and the Interim Unified Agency conformed to or violated policy mandates of the General Assembly including (but not limited to) *Presbyterians do Mission in Partnership, Gathering for God’s Future*, CR-08 On Maintaining the International Presence of Global Mission Personnel to Embody Our Christian Witness, CR-10 On Reaffirming the Role of Mission Co-Workers in the Global Ecumenical Witness of the Presbyterian Church (U.S.A.) and Reformed theological understandings of church found in the Constitution of the PC(USA);**
  - c. **To review comments, advice, and guidance that the former Presbyterian Mission Agency, the Interim United Agency, and the Unification Commission solicited or received from global partners concerning the revision of the PC(USA)’s model of global engagement during the period 2018-2025 (including but not limited to the series of global partner consultations held in 2018-2019, the consultations held in connection with the development of “Reflecting, Reimagining, and Making Space for Rebuilding” prepared by CounterStories Consulting in September 2021, consultations with the Global Partner Roundtable, and responses to the survey the Interim Unified Agency sent to global partners in December 2024) and to assess the extent to which partner input was or was not accommodated;**
  - d. **To report to the 228<sup>th</sup> General Assembly the findings of the commission, and to recommend appropriate actions of acknowledgement, confession, repentance, and reparation.**

**Rationale**

Citing its commitment to redress the “historical harms of missionaries” and “help the church better engage,” the Interim Unified Agency (IUA) of the PC(USA) announced the dissolution of PC(USA) World Mission in February 2025 and terminated the ministries of all Mission Co-Workers the following month. Without posting new positions and specific skills sought, the IUA hired some Mission Co-Workers as global and domestic ecumenical liaisons, positions that have yet to be defined, to take part in a new model of global engagement that violates the missiological principles of prior GA actions, causing division between those Mission Co-Workers who were offered a position in the new model and the majority of Mission Co-Workers, who were not.

For almost 200 years, Presbyterian World Mission provided the denomination, local congregations, and mid councils opportunities to connect with the global church, participate in God’s mission around the world, learn from the faith and experiences of our siblings abroad, and receive leaders, such as the Rev. Syngman Rhee and the Rev. Jihyun Oh, and thus live out the church’s calling to be connectional and apostolic. Stories about what God is doing among our siblings abroad, mission interpretation from mission co-workers, and the work of PC(USA) Mission Networks formed and informed the denomination’s understanding of God, God’s people, and God’s world. The dissolution of PC(USA)

World Mission has deprived the denomination of opportunities to connect with, to learn from, and to be led by the global church.

In its enthusiasm to cut costs, IUA's firing of the mission co-workers follows neither the mandate of the 226<sup>th</sup> General Assembly nor facilitates the denomination's global engagement. Instead, subcontracting our mission work to ecumenical agencies headquartered in Europe has weakened the bond between the General Assembly, local congregations and mid councils with our global partners.

By not communicating with local congregations, mid councils, and the Mission Networks engaged in many global regions, the IUA left much of the PC(USA) ignorant of decisions being made and how Presbyterians could respond. Congregations and mid councils who have faithfully donated funding for specific ministries, trusting PC(USA) World Mission as a reliable partner in mission, now find themselves betrayed by the denomination.

Ironically, in its eagerness to "decolonize" the denomination's "theology, missiology, and practical engagement," the IUA employed colonial, top-down strategies. 20 years of discernment in which global partners and Presbyterians engaged about mission theology and modalities was not consulted and the voices of our global partners were not heard. Surveys sent to global partners in December 2024, inquiring about the relevance of the current model of mission and the ministry of mission co-workers laboring with them, were responded to. But these were not received by the IUA before decisions were announced by the IUA about the withdrawal of all mission co-workers and a turn from incarnational ministries of appointed mission personnel living in community and solidarity with our partners. This created significant ministry disruption for many global partners and was received as completely insensitive to the relationship between the PC(USA) and our partner churches. Written communications sent to global partners announcing the termination of mission co-worker positions did not name those whose positions were eliminated, identify the ministries in which they were invited to take part, or thank the partners for hosting our mission co-workers. The decision to terminate mission co-workers was unilateral, and the communication about it proved to be paternalistic. By not consulting our global siblings and communicating very late, the IUA did not present itself as an equal ally, but as a dominant partner in a position of power, speaking to subordinates whose opinions were not needed for decisions to be made.

The process of eliminating this critical aspect of the church's calling culminated in the termination of the position of Mission Co-Worker in March 2025. Mission co-workers not only lost their jobs but were restricted from openly grieving their loss to continue the ministry to which they felt called by God. By employing them, PC(USA) World Mission had affirmed their calling and gifts for this ministry. Congregations and mid councils also affirmed their calling and gifts, as did our global partners by inviting and hosting them. In response to their call, mission co-workers identified themselves with and advocated for the least of our siblings abroad. They joined our global partners and represented the denomination's commitment to justice, reconciliation, and holistic transformation.

This overture calls for the processes by which these decisions were made to be investigated, to determine how the decisions conform with or violate PC(USA) GA actions, to review the years of global consultations and study results, and to report to the 228<sup>th</sup> General Assembly with appropriate recommendations.

## Finance Committee Report to 2/14/26 Meeting of Charleston Atlantic Presbytery

***“...I will pour out my Spirit upon all flesh...”***  
(from Acts 2:17, quoting Joel 2:28)<sup>1</sup>

### **INFORMATION:**

- **Financial Review of year 2024:** Gene Wilkes stated that the cash accounts have been reconciled, and that the next step will be for the sub-committee that is carrying out the financial review to take a look at policies and procedures currently in place.
- **2025 Financial Statements:** Financial statements as of December 31, 2025 are in following pages of this report.
- **Thomas S. and Miriam M. Hargest I and II & Dorchester Grant Funds.** As a part of our communication endeavor this year, we will not only promote use of the various funds as designated (these are the first to be promoted, others to follow), but also opportunities for making contributions to funds when appropriate. Attached are a description of the Hargest and Dorchester funds and instructions for applying for grants.

### **ACTION:**

- **St. James Application for PILP Loan:** St. James applied for a \$1,064,000 loan amortized over 20 years with PILP as part of a \$1.5 million project to renovate its sanctuary. St. James has enough funds in Unrestricted Fund accounts to cover the whole project but the church's plans are to cover the total costs, including servicing the loan, with two back-to-back capital campaigns.

PILP has been working very closely with St. James' two co-treasurers and are in support of the loan and the church's payment plans. PILP plans to offer the 20-year loan at an interest rate of 5.68% loan, pending presbytery's approval to co-sign the loan.

See St. James' application and Finance Committee highlights in following pages of this report.

**RECOMMENDATION:** Finance Committee recommends that CAP approve St. James' loan application with PILP for \$1,064,000, agreeing to the four points on the signature page of the application.

Respectfully Submitted By

Achim Daffin, Moderator – Finance Committee

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<sup>1</sup> This quote was from the January Finance Committee opening devotion focusing on **Communication and Vision**.  
Finance Committee Report to CAP 1-22-26.docx  
Report created 2/3/26 4:44 PM

## ATTACHMENTS

- **Financial Reports:**

December 2025 Statement of Financial Position	2025 Year End Mission Giving Report	December 2025 Budget vs ActualsBudget_FY25_PL-FY25PL
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- **St. James Loan Application with Revd page 1**
- **St James Loan Handbook Feb 2026**
- **Dorchester - Grant copy**
- **Thomas S Miriam M Hargest I II Funds (as amended on 260114)**

## St. James Church Loan Application with PILP

St. James applied for a \$1,064,000 loan amortized over 20 years with PILP as part of a \$1.5 million project to renovate its sanctuary. St. James has enough funds in Unrestricted Fund accounts to cover the whole project but the church's plans are to cover the total costs, including servicing the loan, with two back-to-back capital campaigns.

PILP has been working very closely with St. James' two co-treasurers and are in support of the loan and the church's payment plans. PILP plans to offer the 20-year loan at an interest rate of 5.68% loan, pending presbytery's approval to co-sign the loan

Presbytery is requested by PILP to:

- Review and approve the project as to its mission for the church  
*Renovating the sanctuary as described on next page greatly supports the church's mission*
- Review and approve that the financial plan is fiscally responsible  
*While the plan for two back to back capital campaigns is challenging, the strength of the church's Balance Sheet as backup provides for a fiscally responsible plan. See pages that follow in this packet.*
- Monitor St. James' application of Equal Employment Opportunity to ensure compliance with the General Assembly's policy.  
*St. James' application of EEO will be monitored to ensure compliance with the GA policy.*
- Agree to co-sign and guarantee payment of the loan.  
*Because of the strength of the church's Balance Sheet the risk to presbytery is minimal.*

Attachments:

Project Scope and Objectives

Balance Sheet (SFP) dated 12/31/25, with highlights

Possible Loan Payment Plan

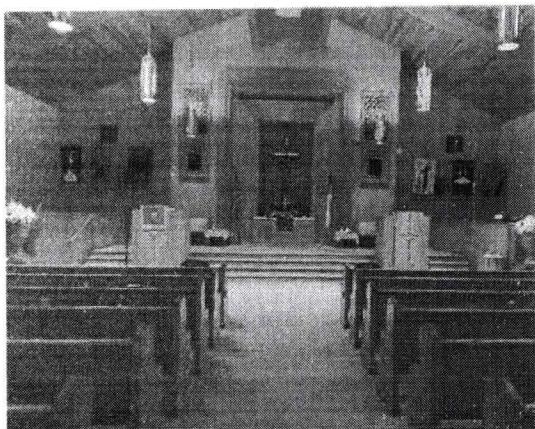
**Recommendation:** Finance Committee recommends that CAP approve St. James' loan application with PILP for \$1,064,000, agreeing to the four points above.

## Project Scope and Objectives

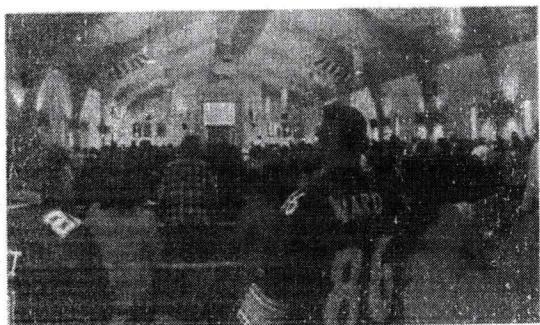
The scope of this project is to renovate our current sanctuary with the following objectives:

1. To extend the pulpit platform and replace the two existing podiums with one podium in the center of the pulpit area. This would better reflect our theology that the preaching of the Word exists at the center of the life of the church.
2. To convert the divided choir loft into one singular choir loft behind the preaching podium. This would facilitate a more unified sound from our music ministry.
3. To repair/replace the church pews and, in doing so, provide more secure seating for parishioners.
4. Replace the current sanctuary lighting with more modern and energy-efficient lighting solutions.
5. To replace the current flooring in the sanctuary.
6. To install a new audio/video system, which will enhance the experience of our virtual village while also proving our overall presence in the cyber community.
7. To install emergency doors that will provide safe and rapid access to parishioners in the event of an emergency.
8. To add restrooms to better serve the worshippers and eliminate wait times
9. To elevate the church soundbooth, which will provide our Information Technology ministry with a better view of the congregation and pulpit area
10. Extend and enlarge the vestibule, refitting it as a place for gathering and fellowship

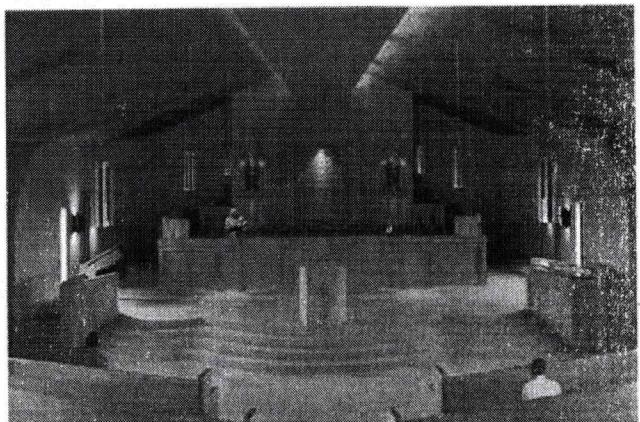
Current Pulpit Area



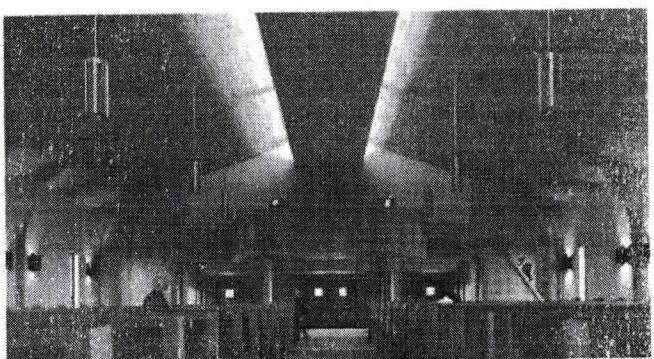
Current View from the Soundbooth



Post Renovation Pulpit



Post Renovation Elevated Sound Booth



**St. James Presbyterian Church USA**  
**Balance Sheet**  
**as of 12/31/2025**

	Account Number	Account Name	Amount
<b>Assets</b>			
<b>Cash and Cash Equivalents</b>			
1110		South State Bank General x1183	\$120,180.60
1112		BOA Checking x5020	\$9,885.69
1113		REV Savings Account x0001	\$83.20
1114		REV CERT-9M Special x4000	\$14,994.32
1115		South State Bank Restricted Funds x9466	\$131,836.77
1116		South State Bank Building Fund x1117	\$71,189.62
1117		REV Business Money Market x0019	\$99,168.44
1124		BOA - Memorial Garden Endowment Fund x6735	\$60,090.01
<b>Total Cash and Cash Equivalents</b>			<b>\$507,428.65</b>
<b>Investments</b>			
1215		Edward Jones Mutual Fund x4411	\$718,762.16
1216		Edward Jones Savings Account x3917	\$260,069.75
1217		Edward Jones Investment x4210	\$35,356.95
1218		Edward Jones MGF x0813	\$117,252.03
<b>Total Investments</b>			<b>\$1,131,440.89</b>
<b>New Covenant</b>			
1121		SJPC Scholarship Fund	\$72,849.34
1122		Louise Williams Fund	\$8,715.63
1123		Margaret Richardson Fund	\$3,746.88
1125		Katie Roper Fund	\$5,890.12
1219		Cecelia Simmons Green Fund	\$57,989.05
<b>Total New Covenant</b>			<b>\$149,191.02</b>
<b>Other Current Assets</b>			
1312		Cash Advance	\$3,500.00
<b>Total Other Current Assets</b>			<b>\$3,500.00</b>
<b>Buildings &amp; Land</b>			
1401		Land - Secessionville Road	\$100,000.00
1402		Land 2.0 Acres - Grimball Road	\$80,974.75
1411		Sanctuary/Fellowship Building	\$1,074,811.74
1412		Educational Building	\$1,250,000.00
1413		A. B. McCoy Building	\$112,513.86
1414		Senior Citizens Building	\$105,990.00
1415		Maintenance Building	\$90,819.46
1416		Memorial Gardens	\$317,033.01
1417		Memorial Garden Gate	\$3,926.06
1418		Church Yard Bell	\$3,639.76
1419		Picnic Sheds	\$5,150.00
1420		Building Improvements	\$44,055.04
1421		Capital Improvements - Parking Lot	\$15,458.00
1422		Capital Improvements - Glass Repair	\$9,868.82
1423		Building - Accumulated Depreciation	-\$646,656.69
<b>Total Buildings &amp; Land</b>			<b>\$2,567,583.81</b>
<b>Furniture/Equipment/Appliance</b>			
1431		Office Furniture	\$545.71
1432		Office Computer/Equipment	\$1,171.77
1433		Computers	\$100,000.00
1434		Printers	\$100,000.00
1435		Copier/Fax Machines	\$137,641.99
1436		Public Address Equipment	\$96,440.53

	Account Number	Account Name	Amount
1437		Kitchen Freezer	\$13,000.00
1438		Refrigerator/Cooler	\$100,000.00
1439		Ice Maker	\$3,146.50
1440		A/C Units	\$22,587.00
1441		Video Box - Sanctuary	\$587.49
1442		MBM 307A Folding Unit	\$3,877.79
1443		NEC PA550W - Projector	\$3,370.01
1444		32 Channel Mixer Board	\$3,606.27
1445		Security Cameras/System Upgrade	\$6,127.14
1446		Capital Improvements	\$3,788.69
1447		SHARP 55" Smart TV	\$933.05
1448		CVP705B Yamaha Digital Piano	\$4,284.67
1449		Donated Equipment/Appliances	\$184.99
1450		Fellowship Hall Chairs	\$3,167.35
1451		Furn/Equip/App Accumulated Depreciation	-\$564,616.24
<b>Total Furniture/Equipment/Appliance</b>			<b>\$39,844.71</b>
<b>Vehicles</b>			
1461		Church Van(s)	\$21,547.64
1462		Micro Passenger Bus	\$43,750.00
1463		33 Passenger Bus	\$75,750.00
1464		Vehicles Accumulated Depreciation	-\$141,047.64
<b>Total Vehicles</b>			<b>\$0.00</b>
<b>Total Assets</b>			<b>\$4,398,989.08</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
2000		Payroll Clearing	-\$138.95
2112		Credit Card Payable	-\$17,289.90
2211		FICA Taxes Withheld	\$24.82
2218		Board of Pensions Withholding	-\$5,326.13
<b>Total Current Liabilities</b>			<b>-\$22,730.16</b>
<b>Security Deposits</b>			
2611		Early Childhood Learning Center Security Deposit	\$1,374.05
<b>Total Security Deposits</b>			<b>\$1,374.05</b>
<b>Total Liabilities</b>			<b>-\$21,356.11</b>
<b>Equity</b>			
<b>Unrestricted Net Assets</b>			
3101		General Fund	\$1,202,952.86
3184		Unrestricted Property Fund - Fund Balance	\$2,607,428.52
<b>Total Unrestricted Net Assets</b>			<b>\$3,810,381.38</b>
<b>Designated Funds</b>			
3102		Children's Church - Fund Balance	\$2,384.74
3106		Charleston Area Justice - Fund Balance	\$731.05
3107		M G Care & Beautification - Fund Balance	\$5,040.16
3108		The St James Foundation - Fund Balance	\$2,157.72
3109		Youth Church - Fund Balance	\$4,261.05
3112		Evangelism Revivals - Fund Balance	\$1,178.35
3113		Board of Deacons - Fund Balance	\$1,323.69
3114		Bible Study & Prayer Educational Fund - Fund Balance	\$155.85
3117		Young Adult Ministry - Fund Balance	\$8.34
3118		Youth Special Activities - Fund Balance	\$4,751.73
3119		International Student - Fund Balance	\$58.20
3122		Youth and Children's Choir - Fund Balance	\$830.56
3123		Mass Choir - Fund Balance	\$19,577.42
3124		Board of Trustees - Fund Balance	\$2,313.70

Account Number	Account Name	Amount
3125	Usher's Ministry - Fund Balance	\$3,662.88
3126	Medical Organization - Fund Balance	\$369.76
3127	Pulpit Aid - Fund Balance	\$519.12
3128	May Day Annual - Fund Balance	\$0.21
3129	Scholarship Fund - Fund Balance	\$20,603.73
3131	Vacation Bible School - Fund Balance	\$66.62
3134	St. James Seminarian Support - Fund Balance	\$2,798.00
3135	Liturgical Dance Ministry - Fund Balance	\$76.21
3136	Natural Disaster Relief Fund - Fund Balance	\$15.00
3137	Seed Money - Fund Balance	\$1,543.59
3139	A Plus - Fund Balance	\$4,050.96
3142	MG Burial Marker - Fund Balance	\$203.00
3143	Women's Conference - Fund Balance	\$5,937.39
3144	Service Ministry Zumba - Fund Balance	\$1,852.01
3145	PCAAY - Fund Balance	\$965.00
3146	Senior Citizens - Fund Balance	\$998.74
3148	Transit Vehicle Replacement - Fund Balance	\$19,191.14
3151	Cecelia Simmons Green College Scholarship - Fund Balance	\$10.00
3152	Dream Girl Carolina - Fund Balance	\$391.00
3154	Shepherd Leaders - Fund Balance	\$8,003.47
3155	Youth Triennium - Fund Balance	\$1,350.00
3156	Church School Improvement - CSI - Fund Balance	\$1,272.10
3158	MG Bench - Fund Balance	\$2,470.64
3159	Service Ministry - Fund Balance	\$4,618.39
3160	Palmetto Project - Albertha Williams - Fund Balance	\$100.00
3161	Summer Camp Scholarship - Fund Balance	\$1,087.00
3163	Kitchen Committee - Fund Balance	\$121.42
3166	Appreciation/Love Gift - Fund Balance	\$2,605.00
3167	Technology - Fund Balance	\$2,200.00
3169	Bible In A Van - Fund Balance	\$1,720.73
3172	Per Capita - Fund Balance	\$950.95
3185	Pastors Anniversary/Celebration - Fund Balance	\$2,529.98
<b>Total Designated Funds</b>		<b>\$137,056.60</b>
<b>Building Fund</b>		
3105	Building Fund - Fund Balance	\$2,372.88
<b>Total Building Fund</b>		<b>-\$2,372.88</b>
<b>Other Designated</b>		
3177	Memorial Garden - Fund Balance	\$221,065.38
3178	MGE - Temporary - Fund Balance	\$54.38
3182	Restricted Fund - Fund Balance	\$104,969.31
<b>Total Other Designated</b>		<b>\$326,089.07</b>
<b>New Covenant</b>		
3175	Louise Williams Fund - Fund Balance	\$8,715.63
3176	Margaret Richardson Fund	\$3,746.88
3180	Katie Roper Fund - Fund Balance	\$5,890.12
3181	Cecelia S. Green Fund - Fund Balance	\$57,989.05
3183	SJPC Scholarship Fund - Fund Balance	\$72,849.34
<b>Total New Covenant</b>		<b>\$149,191.02</b>
<b>Total Equity</b>		<b>\$4,420,345.19</b>
<b>Total Liabilities + Total Equity</b>		<b>\$4,398,989.08</b>

**A St. James Loan Possible Payment Plan**

Version B

		Source of Funds	Additional Costs	Payments Remaining	
Total Project Cost				1,531,765	
Construction Period Interest - 7 mos				29,820	
First Campaign Pledges	756,528				Loan of \$900,000 2 months after start of construction
Less 5% Shrinkage		718,702			Current balance of \$400K in campaign fund
Cash from Other Sources		32,000			
				810,883	
Begin Amortizing Loan of \$820,000 over 5 yrs					Borrow \$820,000 to payoff remaining costs
Monthly Payment \$820K - 5 years - 5.68%		15,800			
Total Payments for 5 years				948,000	
Second Campaign Pledges	1,000,000				
Less 5% Shrinkage		950,000			
Left Over				(11,117)	

## Notes:

- While this spreadsheet indicates that it would be possible to only borrow \$900,000 during construction and amortize \$820,000 after construction, the application for a loan of \$1,064,000 would not change.
- St. James has \$1,203,000 of Unrestricted Undesignated funds in General Fund on Balance Sheet, dated 12/31/25
- St. James has \$358,000 of Unrestricted and Designated funds on Balance Sheet
- Church plans to cover project costs with two back to back campaigns and has sufficient Unrestricted Funds to cover any shortfall in the campaigns
- Project is projected to be 6 to 9 months
- Only payments of loan interest at 5.68% during the construction phase
- After construction remaining loan of \$820,000 would be amortized over 20 years but with additional principle payments made each month the effective amortization period would be only 5 years.
- The interest rate begins at 5.68% and is subject to change every three years. Since it is unknown what the rate in the future will be the 5.68% rate was used throughout the analysis.

Above payment plan is a possible plan for two back to back capital campaigns.



Investment &  
Loan  
Program Inc.

PRESBYTERIAN INVESTMENT & LOAN PROGRAM

100 Witherspoon Street \* Louisville KY 40202-1396

(800) 903-7457 \* website: pilp.pcusa.org

email: loan.help@pcusa.org

LOAN APPLICATION

DATE (MM/DD/YYYY) 10/16/2025

**SECTION A: GENERAL INFORMATION ABOUT BORROWER**

St. James Presbyterian Church, USA

BORROWER'S NAME AS LISTED ON ARTICLES OF INCORPORATION OR LATEST AMENDMENT TO ARTICLES OF INCORPORATION

1314 Secessionville Road STREET ADDRESS	Charleston CITY	SC ST	29412 ZIP
MAILING ADDRESS IF DIFFERENT THAN STREET ADDRESS		CITY	ST ZIP
(843) 795-3959 PHONE	Charleston CITY	11/27/1964 CHARTER DATE (MM/YYYY)	
\$1,063,834 LOAN AMOUNT REQUESTED	20 LOAN TERM (YEARS)	01/15/2026 DESIRED CLOSING DATE	03/15/2026 CONSTRUCTION BEGINS
			02/15/2026 FUNDS NEEDED BY

If church, whose name is on the title to the church property?  CHURCH  PRESBYTERY

If church, will church property serve as collateral for the loan?  YES  NO

Estimated value of land and buildings \$3,555,000 Number of acres 10.89

**PURPOSE OF LOAN (CHECK ALL THAT APPLY)**

NEW CONSTRUCTION	RENOVATIONS/REPAIRS	PURCHASE	REFINANCE
<input type="checkbox"/> SANCTUARY	<input checked="" type="checkbox"/> SANCTUARY	EXISTING BLDG	EXISTING MORTGAGE
<input type="checkbox"/> CHRISTIAN ED SPACE	<input type="checkbox"/> CHRISTIAN ED SPACE	<input type="checkbox"/> LAND/SITE	<input type="checkbox"/> BOND ISSUE
<input type="checkbox"/> MULTI-PURPOSE BLDG	<input type="checkbox"/> MULTI-PURPOSE BLDG	<input type="checkbox"/> NCD SITE	<input type="checkbox"/> CONSTRUCTION LOAN
<input type="checkbox"/> ENERGY EFFICIENCY	<input checked="" type="checkbox"/> ENERGY EFFICIENCY		
<input type="checkbox"/> ACCESSIBILITY	<input checked="" type="checkbox"/> ACCESSIBILITY		
	<input checked="" type="checkbox"/> SAFETY & TECHNOLOGY		
	<input type="checkbox"/> DISASTER RELIEF		

OTHER PURPOSE OF LOAN \_\_\_\_\_

**FOR OFFICE USE ONLY**

11/18/25

150

DATE RECEIVED

PIN NUMBER

Charleston-Atlantic

PRESBYTERY NAME

South Atlantic

SYNOD NAME

## PASTOR/LEADERSHIP INFORMATION

Rev Dr Brian C Henderson

PASTOR/LEADERSHIP

2/2018

START DATE

PHONE (901) 233-5068

EMAIL pastorbrian@stjamesji.org

How many head pastors have served this church (exclude interims and associates)? 7

If current tenure less than 5 years, list previous call:

CHURCH, CITY, ST

FROM (YYYY)

TO (YYYY)

CHURCH, CITY, ST

FROM (YYYY)

TO (YYYY)

## CONTACT FOR LOAN APPLICATION

Nadia Roper

NAME

Co-Treasurer

TITLE

PHONE (843) 224-5610

EMAIL nadiaismyrealtor@gmail.com

## CLERK OF SESSION

Shondell Middleton

NAME

PHONE (843) 708-5768

EMAIL shonwalk48@gmail.com

## APPLICANT'S ATTORNEY INFORMATION

N/A

APPLICANT'S ATTORNEY

MAILING ADDRESS

CITY

STATE ZIP

PHONE

FAX

EMAIL

**CHECK HERE IF YOU WOULD LIKE COPIES OF LEGAL DOCUMENTS SENT TO YOUR ATTORNEY FOR REVIEW.**

## BORROWER'S INSURANCE INFORMATION

The Insurance Board

AGENCY NAME

PHONE (843) 725-4931

FAX (843) 725-4913

Anderson Ins. Assoc /Karla S. Hartin, CIC,CISR.

AGENT'S NAME

EMAIL khartin@aiasc.com

## SECTION B: COMMUNITY DEMOGRAPHIC INFORMATION

Factors expected to contribute to the growth or decline of your parish/community's population and economy.

See attachment

### CHURCH DEMOGRAPHICS - CHECK ALL THAT APPLY

NEW CHURCH DEVELOPMENT <10 YEARS OLD	<input type="checkbox"/>	RURAL/SMALL TOWN
<input type="checkbox"/> SUBURBAN	<input type="checkbox"/>	FEDERATED/UNION CHURCH
<input checked="" type="checkbox"/> URBAN	<input type="checkbox"/>	MATTHEW 25 CHURCH/GROUP

### PREDOMINANT ETHNICITY OF MEMBERS - STATISTICAL PURPOSES ONLY

<input checked="" type="checkbox"/> AFRICAN-AMERICAN	<input type="checkbox"/> MIDDLE EASTERN	<input type="checkbox"/> KOREAN-AMERICAN
<input type="checkbox"/> CAUCASIAN	<input type="checkbox"/> NATIVE AMERICAN	<input type="checkbox"/> OTHER ASIAN _____
<input type="checkbox"/> HISPANIC/LATINO	<input type="checkbox"/> MULTI-CULTURAL	<input type="checkbox"/> OTHER _____

## SECTION C: CHURCH STATISTICAL INFORMATION

If your church participates in the General Assembly's Annual Statistical Report each year, the historical data for membership and average weekly attendance may be found on line at <https://church-trends.pcusa.org/church/search/>. From this page you can find your congregation. On subsequent page you have an option to view statistical information about your church if it has been submitted.

CHURCH MEMBERSHIP		AVERAGE WEEKLY ATTENDANCE		ESTIMATED MEMBERSHIP BY AGE CATEGORIES	
2020	<u>939</u>	2020	<u>358</u>	% UNDER 45	<u>51%</u>
2021	<u>921</u>	2021	<u>395</u>	% 45 TO 65	<u>25%</u>
2022	<u>948</u>	2022	<u>403</u>	% OVER 65	<u>24%</u>
2023	<u>954</u>	2023	<u>456</u>		
2024	<u>950</u>	2024	<u>468</u>		

What year was the membership roll last purged? 2024

### PLEDGE INFORMATION - OPERATING BUDGET

	2 YEARS AGO	LAST YEAR	CURRENT YEAR
Number of potential pledging units in church	<u>N/A</u>	_____	_____
Number that actually pledge	_____	_____	_____

## SECTION D: SOURCES OF REPAYMENT AND OTHER DEBT

### BUILDING FUND CAMPAIGN

1. Total pledged to capital campaign \$756,528 over 3 years. Number of pledges 306
2. Pledges will be paid over what period? from 10/2023 to 10/2026
3. Was your capital campaign directed by a professional campaign service?  YES  NO
4. If yes, what campaign service was used? N/A
5. Are future building fund campaigns planned?  YES  NO
6. If yes, what are the dates? from 10/2026 to 10/2029
7. In prior capital campaigns, what percent of money pledged was actually received? N/A
8. If you have not had a campaign recently, please check this box.

### PROJECTED NEW LOANS TO FUND THIS PROJECT (If exact information is not known, use anticipated information.)

LENDER	AMOUNT	LOAN RATE	TERM OF LOAN (years)	MONTHLY PAYMENT
N/A				
<b>TOTALS:</b>	<b>\$0</b>			<b>\$0</b>

### CURRENT DEBT - LIST ALL CURRENT LOANS (Check any loans to be paid by new ILP loan.)

LENDER	ORIGINAL AMOUNT	CURRENT BALANCE	MONTHLY PAYMENT	MATURITY DATE	LOAN RATE
N/A					
<b>TOTALS:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		

## SECTION E: SITE LOAN DATA (fill in only if loan request is for land purchase)

### SELECT ONE:

NEW CHURCH DEVELOPEMENT SITE     RELOCATION SITE (ATTACH EXPLANATION REGARDING DISPOSITION OF CURRENT PROPERTY)     ADDITION TO CURRENT SITE

### HOW WILL SITE BE USED?

N/A

### REQUIRED ATTACHMENTS - SITE LOAN ONLY

1. SOIL TEST RESULTS FOR COMPACTION AND PERCOLATION
2. CONTRACT OF SALE (IF AVAILABLE)
3. REAL ESTATE CLOSING DOCUMENTS (IF PURCHASE HAS BEEN COMPLETED, FORWARD CLOSING STATEMENT, DEED)
4. PROOF OF ZONING COMPLIANCE
5. APPRAISAL WILL BE REQUIRED BEFORE LOAN CAN BE CLOSED

## SECTION F: FINANCIAL PLAN - PROJECT COSTS & SOURCES

### FOR PURCHASE OF A SITE OR EXISTING BUILDING

#### 1. PURCHASE PRICE OF BUILDING/SITE

a. AMOUNT OF SQUARE FOOTAGE IN BUILDING a. \_\_\_\_\_  
b. NUMBER OF ACRES OF SQUARE FOOTAGE OF LAND b. \_\_\_\_\_  
c. APPRAISED VALUE - ATTACH COPY OF APPRAISAL c. \_\_\_\_\_

1.

### FOR CONSTRUCTION, RENOVATIONS OR REPAIRS

SIZE - IN SQ. FT. 4743 COST PER SQ. FT. \$323

1. CONSTRUCTION CONTRACT PRICE	<input checked="" type="checkbox"/> ESTIMATED	<input type="checkbox"/> FIRM	1. <u>\$1,052,850</u>
2. ARCHITECT'S FEES			2. <u>\$96,900</u>
3. FURNISHINGS, EQUIPMENT, PARKING, PAYMENT & PERFORMANCE BONDS, INSURANCE - 10% OF CONTRACT PRICE SUGGESTED			3. <u>\$216,887</u>
4. CONTINGENCIES - 15% OF CONSTRUCTION CONTRACT PRICE SUGGESTED			4. <u>\$157,928</u>
5. OTHER ANTICIPATED EXPENSES	<u>rental fees</u>		5. <u>\$7,200</u>
6. TOTAL PROJECT COST			6. <u>\$1,531,765</u>

### RESOURCES TO FUND PROJECT

#### CHURCH'S CASH & PLEDGE RESOURCES

1. CASH ON HAND FROM CAPITAL CAMPAIGN PLEDGES	1. <u>\$362,001</u>
2. CASH ON HAND FROM OTHER SOURCES - SPECIFY SOURCE	2. <u>\$32,730</u>
3. CASH ALREADY EXPENDED ON THE PROJECT	
a. FROM CAPITAL CAMPAIGN PROCEEDS	3a. <u>\$73,200</u>
b. FROM OTHER RESOURCES	3b. _____
4. ADDITIONAL FUNDS FROM CAPITAL CAMPAIGN TO BE SPENT DURING CONSTRUCTION	4. _____

#### GIFTS & GRANTS

5. PRESBYTERY GIFTS & GRANTS	5. _____
6. SYNOD GIFTS & GRANTS	6. _____
7. OTHER GIFTS & GRANTS	7. _____

#### OTHER LOANS TO FUND THIS PROJECT

8. PRESBYTERY LOAN	YEARS @	INTEREST	MO/PMT	8. _____
9. SYNOD LOAN	_____	_____	_____	9. _____
10. BANK (COMMERCIAL) MORTGAGE	_____	_____	_____	10. _____
11. OTHER LOANS	_____	_____	_____	11. _____
SPECIFY LENDER	_____			
12. TOTAL RESOURCES - TOTAL ITEMS 1 - 11				12. <u>\$467,931</u>
13. LOAN AMOUNT NEEDED (TOTAL PROJECT - TOTAL RESOURCES)				13. <u>\$1,063,834</u>
14. GRAND TOTAL RESOURCES (LINE 12 PLUS 13 - SHOULD EQUAL PROJECT COST LINE 6)				14. <u>\$1,531,765</u>

## SECTION G: AUTHORIZATION

### CHURCH/BORROWER

We, the undersigned, hereby certify that all statements made herein, are applicable to the organization for which we are signing and are true and correct to the best of our knowledge and belief. We further certify that this application is submitted with the full knowledge and approval of the official governing board we represent.

We also grant permission to the Presbyterian Church (U.S.A.) Investment and Loan Program, Inc., if the loan is funded in whole or in part by investor funds, to use our name and loan information in the production of the Presbyterian Investment & Loan Program's informational brochures and promotions, including but not limited to, interviews with the press and list sent to the investors or potential investors.

We also agree to periodically place in the congregation (or governing body) newsletters, bulletin inserts and other communication vehicles material promoting the Presbyterian Investment & Loan Program that will include information provided by or preapproved by the Program.

**IT IS REQUIRED THAT A COPY OF THIS LOAN APPLICATION BE FORWARDED TO YOUR  
PRESBYTERY AND SYNOD, WHEN APPLICABLE.**

  
Yolonda W. James  
AUTHORIZED SIGNATURE  
Yolonda James, Co-Treasurer and Elder  
TYPED OR PRINTED NAME AND TITLE  
11/1/2025  
DATE

  
Shondell Middleton  
CLERK OF SESSION OR AUTHORIZED SIGNATURE  
Shondell Middleton, Clerk of Session  
TYPED OR PRINTED NAME AND TITLE  
11/1/2025  
DATE

### PRESBYTERY

RE: LOAN APPLICATION FOR \_\_\_\_\_

ON \_\_\_\_\_ (DATE) THE PRESBYTERY OF \_\_\_\_\_ IN ACCORDANCE WITH THE  
POLICIES OF THE INVESTMENT & LOAN PROGRAM AND ITS OWN PROCEDURES:

\* REVIEWED AND APPROVED THIS PROJECT AS TO ITS MISSION FOR THE BORROWER AND/OR THE GOVERNING BODY

\* REVIEWED AND APPROVED THE FINANCIAL PLAN AS FISCALLY RESPONSIBLE:

\* AGREED TO MONITOR THE APPLICATION OF THE EQUAL EMPLOYMENT OPPORTUNITY POLICY OF THE GENERAL ASSEMBLY AS APPROPRIATE  
TO THIS PROJECT:

\* HAS/WILL AGREE (D) AT ITS LAST/NEXT SCHEDULED MEETING HELD ON/TO BE HELD ON \_\_\_\_\_ (DATE) TO  
GUARANTEE/CO-SIGN THE LOAN (S) AND TO ASSUME REPAYMENT RESPONSIBILITY IN THE EVENT OF LOAN DEFAULT.

PRESBYTERY EXECUTIVE/STATED CLERK

DATE

### SYNOD - Not required in Synods of Mid-Atlantic, Northeast, South Atlantic, or Trinity

ON \_\_\_\_\_ (DATE) THE SYNOD OF \_\_\_\_\_ ENDORSED THIS APPLICATION  
FOR FUNDING AS REQUESTED (SYNOD ENDORSEMENT IS REQUIRED FOR ALL LOAN APPLICATIONS INCLUDING LOANS TO PRESBYTERIES,  
EXCEPT AS STATED ABOVE).

SYNOD EXECUTIVE/STATED CLERK

DATE

## APPLICATION SUBMISSION CHECKLIST

### BORROWER WILL PROVIDE THESE ITEMS WITH THE COMPLETED APPLICATION:

- Financial statements for last 3 years (balance sheet, income & expenses) signed by treasurer/bookkeeper
- n/a  List of cash or liquid assets not disclosed in financial statements
- Most recent financial statement for current year
- Current year annual budget
- Proposed budget for next year, if available      Not available
- Proposed repayment plan
- Brief description of project scope & objectives
  1. How will project help the borrower accomplish its mission goals & objectives?
  2. Does the project include plans to improve accessibility (physical, auditory, visual)?
  3. Does the project include plans to improve the energy efficiency of your facilities?
- If available at time of submission (required to close loan)
  - Copy of bylaws plus any amendments certified by borrower's secretary
  - Copy of articles of incorporation plus any amendments certified by borrower's secretary
- If construction loan, include architect's drawings showing floor plan and elevations (file size)
- If construction loan, a copy of construction contract when available. Signed contract required before closing.

### AFTER LOAN APPROVAL - REQUIREMENTS FOR CLOSING THE LOAN

#### PRESBYTERIAN INVESTMENT & LOAN (ILP) WILL PREPARE THESE ITEMS (AFTER LOAN APPROVAL):

- Commitment letter - provided for your signature after loan approval
- All title work & title commitment
- Mortgage/deed of trust
- Promissory note
- Presbytery guaranty agreement - this document will be sent to your presbytery
- Presbytery approval resolutions - this form will be sent to your presbytery by ILP
- Affidavit & certificate of incumbency

#### BORROWER WILL PROVIDE TO ILP (AFTER LOAN APPROVAL):

- If not already submitted
  - Copy of bylaws plus any amendments certified by borrower's secretary
  - Copy of articles of incorporation plus any amendments certified by borrower's secretary
- Certified congregation & corporation resolutions to approve borrowing
- Evidence that lender has been added as additional insured, loss payee & mortgagee to insurance policy
- Appraisal (required for purchase contracts) or appraisal checklist
- Evidence of zoning compliance
- State certificate of good standing/certificate of existences
- Environmental assessment checklist or phase 1 environmental audit

#### IF THIS IS A CONSTRUCTION LOAN, THE FOLLOWING ADDITIONAL ITEMS ARE REQUIRED:

- Payment & performance bonds – ordinarily for projects over \$1 million
- Property survey – if required to lift exceptions to title insurance
- Copy of signed construction contract – must have prior to closing
- Builder's risk insurance

Clare Lewis  
(800) 903-7457, ext. 5865

Clayton Thomas  
(800) 903-7457, ext. 5033

Catherine Lynch  
866-261-3530

Sung Park  
502-297-4644

Linda Sharp  
(800) 903-7457, ext. 5082

clare.lewis@pcusa.org

clayton.thomas@pcusa.org

catherine.lynch@pcusa.org

sung.park@pcusa.org

linda.sharp@pcusa.org

SUBMIT SIGNED APPLICATION ALONG WITH DOCUMENTS FROM APPLICATION SUBMISSION CHECKLIST:

PRESBYTERIAN INVESTMENT & LOAN PROGRAM  
100 WITHERSPOON ST  
LOUISVILLE KY 40202-1396



**Investment &  
Loan  
Program Inc.**

**PRESBYTERIAN INVESTMENT & LOAN PROGRAM**

100 Witherspoon Street \* Louisville KY 40202-1396

(800) 903-7457 \* website: pilp.pcusa.org

email: loan.help@pcusa.org

**LOAN APPLICATION**

**DATE (MM/DD/YYYY) 10/16/2025 revised**

**SECTION A: GENERAL INFORMATION ABOUT BORROWER**

St. James Presbyterian Church, USA

BORROWER'S NAME AS LISTED ON ARTICLES OF INCORPORATION OR LATEST AMENDMENT TO ARTICLES OF INCORPORATION

1314 Secessionville Road	Charleston	SC	29412	
STREET ADDRESS	CITY	ST	ZIP	
MAILING ADDRESS IF DIFFERENT THAN STREET ADDRESS		CITY	ST	ZIP
(843) 795-3959	Charleston	11/27/1964		
PHONE	COUNTY	CHARTER DATE (MM/YYYY)		
\$1,063,834	20	01/15/2026	03/15/2026	02/15/2026
LOAN AMOUNT REQUESTED	LOAN TERM (YEARS)	DESIRED CLOSING DATE	CONSTRUCTION BEGINS	FUNDS NEEDED BY

If church, whose name is on the title to the church property?  CHURCH  PRESBYTERY *YJ 1/6/26*

If church, will church property serve as collateral for the loan?  YES  NO *YJ 1/6/26*

Estimated value of land and buildings \$3,555,000 Number of acres 10.89

**PURPOSE OF LOAN (CHECK ALL THAT APPLY)**

<b>NEW CONSTRUCTION</b>	<b>RENOVATIONS/REPAIRS</b>	<b>PURCHASE</b>	<b>REFINANCE</b>
<input type="checkbox"/> SANCTUARY	<input checked="" type="checkbox"/> SANCTUARY	<input type="checkbox"/> EXISTING BLDG	<input type="checkbox"/> EXISTING MORTGAGE
<input type="checkbox"/> CHRISTIAN ED SPACE	<input type="checkbox"/> CHRISTIAN ED SPACE	<input type="checkbox"/> LAND/SITE	<input type="checkbox"/> BOND ISSUE
<input type="checkbox"/> MULTI-PURPOSE BLDG	<input type="checkbox"/> MULTI-PURPOSE BLDG	<input type="checkbox"/> NCD SITE	<input type="checkbox"/> CONSTRUCTION LOAN
<input type="checkbox"/> ENERGY EFFICIENCY	<input checked="" type="checkbox"/> ENERGY EFFICIENCY		
<input type="checkbox"/> ACCESSIBILITY	<input checked="" type="checkbox"/> ACCESSIBILITY		
	<input checked="" type="checkbox"/> SAFETY & TECHNOLOGY		
	<input type="checkbox"/> DISASTER RELIEF		
<input type="checkbox"/> OTHER PURPOSE OF LOAN _____			

**FOR OFFICE USE ONLY**

DATE RECEIVED

PIN NUMBER

PRESBYTERY NAME

SYNOD NAME

**CHARLESTON-ATLANTIC PRESBYTERY**  
**Statement of Financial Position**

As of December 31, 2025

	Total		
	As of Dec 31, 2024		
	As of Dec 31, 2025	(PY)	
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Bank Accounts</b>			
1001 FF Checking Regular	257,379.98	197,842.88	
1002 FF Operating Reserve	70,843.19	70,595.80	
1003 FF CD Carol McCord	6,729.97	6,729.97	
1007 PILP Mission Market Fund DAR	46,246.00	45,767.95	
1008 PILP DAR #06983	71,165.98	69,670.73	
1009 PILP DAR #06984	72,757.77	71,122.36	
1010 PILP DAR #07651	73,720.73	72,067.25	
1011 PILP DAR #08312	56,765.75	55,380.86	
<b>Total Bank Accounts</b>	<b>\$ 655,609.37</b>	<b>\$ 589,177.80</b>	
<b>Other Current Assets</b>			
<b>1100 MARKETABLE SECURITIES</b>			
1110 SCHWAB New Church Development	252,219.37	285,379.88	
1200 SCHWAB Bamberg	281,285.07	262,093.20	
1250 SCHWAB Legacy Account	322,898.56	287,614.08	
1300 Presbyterian Church Foundation1	3,213.66	3,213.66	
1400 SCHWAB Camp Fund	953,016.04	878,163.38	
1500 SCHWAB Fellowship	1,124,952.59	1,020,423.12	
1600 SCHWAB Leadership Dev	212,941.23	204,682.04	
1650 SCHWAB - Cash Acct	56,335.18	53,886.02	
<b>Total 1100 MARKETABLE SECURITIES</b>	<b>\$ 3,206,861.70</b>	<b>\$ 2,995,455.38</b>	
<b>1700 NOTES RECEIVABLE</b>			
1704 Rev. Colin Kerr	11,444.52	14,400.00	
1705 Keeler	9,275.00	10,000.00	
<b>Total 1700 NOTES RECEIVABLE</b>	<b>\$ 20,719.52</b>	<b>\$ 24,400.00</b>	
<b>Total Other Current Assets</b>	<b>\$ 3,227,581.22</b>	<b>\$ 3,019,855.38</b>	
<b>Total Current Assets</b>	<b>\$ 3,883,190.59</b>	<b>\$ 3,609,033.18</b>	
<b>Fixed Assets</b>			
<b>1800 PROPERTY, PLANT &amp; EQUIPMENT</b>			
1801 Accumulated Depreciation	-359,246.27	-359,246.27	
1803 Equipment	100,036.53	100,036.53	
1804 Reference Library	38,954.84	38,954.84	
1805 Park Circle Property	2,229,660.64	2,229,660.64	
<b>Total 1800 PROPERTY, PLANT &amp; EQUIPMENT</b>	<b>\$ 2,009,405.74</b>	<b>\$ 2,009,405.74</b>	
<b>Total Fixed Assets</b>	<b>\$ 2,009,405.74</b>	<b>\$ 2,009,405.74</b>	

**Other Assets****1900 LAND HELD FOR DEVELOPMENT**

1902 Cane Bay, Berkeley County	504,517.00	504,517.00
<b>Total 1900 LAND HELD FOR DEVELOPMENT</b>	<b>\$ 504,517.00</b>	<b>\$ 504,517.00</b>
1999 Development in progress	11,088.00	11,088.00
<b>Total Other Assets</b>	<b>\$ 515,605.00</b>	<b>\$ 515,605.00</b>
<b>TOTAL ASSETS</b>	<b>\$ 6,408,201.33</b>	<b>\$ 6,134,043.92</b>

**LIABILITIES AND EQUITY****Liabilities****Current Liabilities****Other Current Liabilities**

2200 Payroll Liabilities	34,603.88	30,956.88
2300 Accrued Expenses	14,287.66	14,287.66
2610 LT Portion of Cap Lease - DLL	3,766.50	3,766.50
2705 Due - Carol McCord Fund	6,719.96	6,719.96
2710 Due - Accrued Dorchester 10% Fund	38,429.00	37,576.00
2715 Due - Life Income Fund	4,776.64	4,776.64
2725 Accrued Discretionary Small Church Fund	17,895.50	18,825.00
<b>Total Other Current Liabilities</b>	<b>\$ 120,479.14</b>	<b>\$ 116,908.64</b>
<b>Total Current Liabilities</b>	<b>\$ 120,479.14</b>	<b>\$ 116,908.64</b>
<b>Total Liabilities</b>	<b>\$ 120,479.14</b>	<b>\$ 116,908.64</b>

**Equity****3200 Net Assets With Donor Restrict.**

3302 Carol McCord Fund	0.00	0.00
3304 Dorchester 10% Giving Fund	0.00	0.00
4028 Life Income Fund	0.00	0.00
4029 Thomas & Miriam Hargest Fund	19,183.12	15,802.00
4111 Thomas & Miriam Hargest Fund In	8,106.38	7,126.30
<b>Total 3200 Net Assets With Donor Restrict.</b>	<b>\$ 27,289.50</b>	<b>\$ 22,928.30</b>

**32000 Unrestricted Net Assets****3300 Net Assets Without Donor Rest.**

3301 Bamberg Fund	281,285.07	262,093.20
3303 Fellowship Fund	1,124,952.59	1,020,423.12
3305 Discretionary Small Church Fund	0.00	0.00
3306 New Church Development	252,219.37	285,379.88
3307 Legacy Account Denmark Property	322,898.56	287,614.08
3308 Leadership development fund	212,941.23	204,682.04
3309 Camp Fund	953,016.04	878,163.38
3311 Building Emergency Repairs (PILP)	320,656.23	314,009.15
<b>3400 UNRESTRICTED NET ASSETS jdi</b>		
3401 Net Assets - Property & Equipment	2,014,108.76	2,013,128.46
3402 Land Committed to Church Devlpm	504,517.00	504,517.00
<b>Total 3400 UNRESTRICTED NET ASSETS jdi</b>	<b>\$ 2,518,625.76</b>	<b>\$ 2,517,645.46</b>
<b>Total 3300 Net Assets Without Donor Rest.</b>	<b>\$ 5,986,594.85</b>	<b>\$ 5,770,010.31</b>

<b>Net Income</b>	54,569.39	-30,248.06
<b>Total Equity</b>	<b>\$ 6,287,722.19</b>	<b>\$ 6,017,135.28</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 6,408,201.33</b>	<b>\$ 6,134,043.92</b>

Wednesday, Jan 07, 2026 04:00:22 AM GMT-8 - Accrual Basis

# CHARLESTON-ATLANTIC PRESBYTERY

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	TOTAL	% OF BUDGET
<b>Income</b>				
4100 Investments & Reserves				
4130 CAP Rental Income	17,250.00	10,000.00	7,250.00	172.50 %
4140 Unified Mission Giving	612,897.58	620,000.00	-7,102.42	98.85 %
4199 Transfer from Restricted Funds	100,464.20	118,030.39	-17,566.19	85.12 %
<b>Total 4100 Investments &amp; Reserves</b>	<b>730,611.78</b>	<b>748,030.39</b>	<b>-17,418.61</b>	<b>97.67 %</b>
<b>Total Income</b>	<b>\$730,611.78</b>	<b>\$748,030.39</b>	<b>\$ -17,418.61</b>	<b>97.67 %</b>
<b>GROSS PROFIT</b>	<b>\$730,611.78</b>	<b>\$748,030.39</b>	<b>\$ -17,418.61</b>	<b>97.67 %</b>
<b>Expenses</b>				
50000 ACCOUNTABILITY				
5000 Staff				
5100 General Presbyter - Salary	18,540.00	18,540.00	0.00	100.00 %
5101 GP Expense Allowance	10,304.99	10,000.00	304.99	103.05 %
5102 Housing Allowance	43,200.00	43,200.00	0.00	100.00 %
5104 SECA Tax	4,999.87	5,000.00	-0.13	100.00 %
<b>Total 5100 General Presbyter - Salary</b>	<b>77,044.86</b>	<b>76,740.00</b>	<b>304.86</b>	<b>100.40 %</b>
5114 Youth Director	14,063.52	14,063.58	-0.06	100.00 %
5114.1 Director SS-Tax	2,000.39	1,075.86	924.53	185.93 %
<b>Total 5114 Youth Director</b>	<b>16,063.91</b>	<b>15,139.44</b>	<b>924.47</b>	<b>106.11 %</b>
5120 Asso. Congregational Nuture & S	28,674.44	28,752.28	-77.84	99.73 %
5120.1 Asso. Cong Nurture - SS Taxes	1,864.39	5,684.86	-3,820.47	32.80 %
5120.2 Asso. Cong Nurture - BOP	7,540.56	22,309.25	-14,768.69	33.80 %
<b>Total 5120 Asso. Congregational Nuture &amp; S</b>	<b>38,079.39</b>	<b>56,746.39</b>	<b>-18,667.00</b>	<b>67.10 %</b>
5121 Cong.Nurture Expense Allowance		1,000.00	-1,000.00	
5140 Director of Communications (PT)	14,490.00	14,490.00	0.00	100.00 %
5140.1 Director Of Comm - SS Taxes	1,111.66	1,108.48	3.18	100.29 %
<b>Total 5140 Director of Communications (PT)</b>	<b>15,601.66</b>	<b>15,598.48</b>	<b>3.18</b>	<b>100.02 %</b>
5145 Office Administration	43,510.32	43,510.37	-0.05	100.00 %
5145.1 Administrator - SS - Tax	1,108.50	3,316.35	-2,207.85	33.43 %
5145.2 Administrator - BOP	20,185.08	19,239.25	945.83	104.92 %
<b>Total 5145 Office Administration</b>	<b>64,803.90</b>	<b>66,065.97</b>	<b>-1,262.07</b>	<b>98.09 %</b>
5160 Stated Clerk	28,455.00	26,910.00	1,545.00	105.74 %
5160.1 Stated Clerk - SS - Tax	2,176.83	2,058.62	118.21	105.74 %
<b>Total 5160 Stated Clerk</b>	<b>30,631.83</b>	<b>28,968.62</b>	<b>1,663.21</b>	<b>105.74 %</b>
5165 Finance Administration	26,148.72	26,148.76	-0.04	100.00 %
5165.1 Finance Admin - SS - Tax	3,099.04	2,000.38	1,098.66	154.92 %
<b>Total 5165 Finance Administration</b>	<b>29,247.76</b>	<b>28,149.14</b>	<b>1,098.62</b>	<b>103.90 %</b>
5175 Recording Clerk	2,550.00	2,650.00	-100.00	96.23 %
5180 Facilities Manager	14,531.52	14,531.40	0.12	100.00 %
5180.1 Facilities Manager SS - Tax	1,374.68	1,111.65	263.03	123.66 %
<b>Total 5180 Facilities Manager</b>	<b>15,906.20</b>	<b>15,643.05</b>	<b>263.15</b>	<b>101.68 %</b>

# CHARLESTON-ATLANTIC PRESBYTERY

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	TOTAL	% OF BUDGET
5239 Staff Travel	1,150.05	3,600.00	-2,449.95	31.95 %
5239.5 Staff Travel Credit		1.00	-1.00	
<b>Total 5239 Staff Travel</b>	<b>1,150.05</b>	<b>3,601.00</b>	<b>-2,450.95</b>	<b>31.94 %</b>
<b>Total 5000 Staff</b>	<b>291,079.56</b>	<b>310,302.09</b>	<b>-19,222.53</b>	<b>93.81 %</b>
50001 Shepherding Ministry Team Exp				
5245 Shepherding Team Expenses		730.00	-730.00	
<b>Total 50001 Shepherding Ministry Team Exp</b>		<b>730.00</b>	<b>-730.00</b>	
5220 Office Expenses				
5200 Payroll Expenses	2,108.00	2,000.00	108.00	105.40 %
5221 Building Maintenance	19,808.58	27,300.00	-7,491.42	72.56 %
5222 Equipment/Maintenance	3,665.87	4,462.50	-796.63	82.15 %
5222.5 Equipment Maintenance Credit		250.00	-250.00	
<b>Total 5222 Equipment/Maintenance</b>	<b>3,665.87</b>	<b>4,712.50</b>	<b>-1,046.63</b>	<b>77.79 %</b>
5223 Janitor Service	5,600.00	4,350.00	1,250.00	128.74 %
5225 Postage	1,174.71	1,650.00	-475.29	71.19 %
5226 Supplies/Printing	15,275.80	4,000.00	11,275.80	381.90 %
5226.5 Supplies/Printing Credit	-9,991.90	1.00	-9,992.90	-999,190.00 %
<b>Total 5226 Supplies/Printing</b>	<b>5,283.90</b>	<b>4,001.00</b>	<b>1,282.90</b>	<b>132.06 %</b>
5227 Telephone	4,964.87	7,000.00	-2,035.13	70.93 %
5228 Utilities	16,465.72	17,000.00	-534.28	96.86 %
5229 Yard Maintenance	5,200.00	6,000.00	-800.00	86.67 %
5230 Bank Service Charges	354.50	300.00	54.50	118.17 %
<b>Total 5220 Office Expenses</b>	<b>64,626.15</b>	<b>74,313.50</b>	<b>-9,687.35</b>	<b>86.96 %</b>
5235 General Expenses				
5236 Fellowship Mission	1,574.76	1,550.00	24.76	101.60 %
5236.5 Fellowship Mission Credit		1.00	-1.00	
<b>Total 5236 Fellowship Mission</b>	<b>1,574.76</b>	<b>1,551.00</b>	<b>23.76</b>	<b>101.53 %</b>
5237 Presbytery Insurance	43,188.40	43,776.00	-587.60	98.66 %
5238 Staff Training	500.00	2,250.00	-1,750.00	22.22 %
5238.5 Staff Training Reimbursement		1.00	-1.00	
<b>Total 5238 Staff Training</b>	<b>500.00</b>	<b>2,251.00</b>	<b>-1,751.00</b>	<b>22.21 %</b>
5240 Commissioners to GA	1,229.16	2,250.00	-1,020.84	54.63 %
5246 Audit		12,000.00	-12,000.00	
5250 Presbytery Technology	41,238.60	25,000.00	16,238.60	164.95 %
5250.5 Technology Credit	-88.61	1.00	-89.61	-8,861.00 %
<b>Total 5250 Presbytery Technology</b>	<b>41,149.99</b>	<b>25,001.00</b>	<b>16,148.99</b>	<b>164.59 %</b>
6143 County Fees/Taxes	1,818.01	2,200.00	-381.99	82.64 %
6144 Search Committee Expenses		0.00	0.00	
6145 Family Leave		4,000.00	-4,000.00	
<b>Total 5235 General Expenses</b>	<b>89,460.32</b>	<b>93,029.00</b>	<b>-3,568.68</b>	<b>96.16 %</b>
5300 Ministry Team Expenses				

# CHARLESTON-ATLANTIC PRESBYTERY

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	OVER BUDGET	TOTAL	% OF BUDGET
6130 NC Development/Redevelopment					
6135 Parkside NCD		0.00	0.00		
6136 PC Of The Arts NCD					
6136.1 Organizing Pastor Church of the Arts - NCD	21,999.84	22,000.00	-0.16	100.00 %	
6136.2 Organizing Pastor - Pastoral Housing - NCD	9,999.84	10,000.00	-0.16	100.00 %	
6136.3 Organizing Pastor - SECA Tax - NCD	2,448.00	2,448.00	0.00	100.00 %	
6136.4 Organized Pastor - NCD - Pension/Health	24,576.43	25,552.00	-975.57	96.18 %	
<b>Total 6136 PC Of The Arts NCD</b>	<b>59,024.11</b>	<b>60,000.00</b>	<b>-975.89</b>	<b>98.37 %</b>	
<b>Total 6130 NC Development/Redevelopment</b>	<b>59,024.11</b>	<b>60,000.00</b>	<b>-975.89</b>	<b>98.37 %</b>	
<b>Total 5300 Ministry Team Expenses</b>	<b>59,024.11</b>	<b>60,000.00</b>	<b>-975.89</b>	<b>98.37 %</b>	
5400 Cane Bay New Church Development					
6134 Cane Bay NCD	1,590.00	1,500.00	90.00	106.00 %	
<b>Total 5400 Cane Bay New Church Development</b>	<b>1,590.00</b>	<b>1,500.00</b>	<b>90.00</b>	<b>106.00 %</b>	
5500 Strategy Ministry Team					
5248 Presbytery Meetings	5,611.33	2,000.00	3,611.33	280.57 %	
5248.5 Presbytery Meetings Credit	-3,985.41	1.00	-3,986.41	-398,541.00 %	
<b>Total 5248 Presbytery Meetings</b>	<b>1,625.92</b>	<b>2,001.00</b>	<b>-375.08</b>	<b>81.26 %</b>	
<b>Total 5500 Strategy Ministry Team</b>	<b>1,625.92</b>	<b>2,001.00</b>	<b>-375.08</b>	<b>81.26 %</b>	
6150 LEADERSHIP DEVELOPMENT UNIT					
6153 Leader of Leaders Events					
6153.5 Leader of Leaders Credit		0.00	0.00		
<b>Total 6153 Leader of Leaders Events</b>	<b>0.00</b>	<b>0.00</b>			
<b>Total 6150 LEADERSHIP DEVELOPMENT UNIT</b>	<b>0.00</b>	<b>0.00</b>			
<b>Total 50000 ACCOUNTABILITY</b>	<b>507,406.06</b>	<b>541,875.59</b>	<b>-34,469.53</b>	<b>93.64 %</b>	
60000 NURTURE					
6000 Commission on Ministry					
6003 Commission on Ministry					
6003.1 Background Checks	179.55	1,000.00	-820.45	17.96 %	
<b>Total 6003 Commission on Ministry</b>	<b>179.55</b>	<b>1,000.00</b>	<b>-820.45</b>	<b>17.96 %</b>	
6004 Judicial Procedures	275.75	2,000.00	-1,724.25	13.79 %	
6005 Pastoral Support System		4,000.00	-4,000.00		
6006 Professional Development	5,257.62	11,000.00	-5,742.38	47.80 %	
6006.5 Prefessional Dev Credit	-168.00	1.00	-169.00	-16,800.00 %	
<b>Total 6006 Professional Development</b>	<b>5,089.62</b>	<b>11,001.00</b>	<b>-5,911.38</b>	<b>46.27 %</b>	
6006.2 Lay School		500.00	-500.00		
6006.25 Lay School - Donations	-203.23	1.00	-204.23	-20,323.00 %	
<b>Total 6006.2 Lay School</b>	<b>-203.23</b>	<b>501.00</b>	<b>-704.23</b>	<b>-40.56 %</b>	
6007 Commission Expenses	738.45	4,000.00	-3,261.55	18.46 %	
6115 CAP PDA	8,600.99	1,200.00	7,400.99	716.75 %	
6252 MacKay Presbyterian Mission	13,002.26	14,900.00	-1,897.74	87.26 %	
6252.5 MacKay Presbyterian Mission		1.00	-1.00		

# CHARLESTON-ATLANTIC PRESBYTERY

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	TOTAL	% OF BUDGET
<b>Total 6252 MacKay Presbyterian Mission</b>	<b>13,002.26</b>	<b>14,901.00</b>	<b>-1,898.74</b>	<b>87.26 %</b>
<b>Total 6000 Commission on Ministry</b>	<b>27,683.39</b>	<b>38,603.00</b>	<b>-10,919.61</b>	<b>71.71 %</b>
6050 Committee on Prep for Ministry				
6001 Candidates Eval & Scholarship	1,500.00		-1,500.00	
6001.5 Scholarship Credit	1.00		-1.00	
<b>Total 6001 Candidates Eval &amp; Scholarship</b>	<b>1,501.00</b>	<b></b>	<b>-1,501.00</b>	
6002 Candidate Workshop Expense	600.00		-600.00	
<b>Total 6050 Committee on Prep for Ministry</b>	<b>2,101.00</b>	<b></b>	<b>-2,101.00</b>	
6270 Nurture Ministry Team				
6112 Evangelism	1,000.00		-1,000.00	
6113 Small Church Network	1,000.00		-1,000.00	
6152 Leader Development	283.50	1,000.00	-716.50	28.35 %
6155 Resource Center	1,242.44	1,500.00	-257.56	82.83 %
<b>Total 6270 Nurture Ministry Team</b>	<b>1,525.94</b>	<b>4,500.00</b>	<b>-2,974.06</b>	<b>33.91 %</b>
6280 Spiritual Formation of all ages				
6012 Adult Ministry	300.00		-300.00	
6162 S.T.E.P.S.	8,285.30	5,500.00	2,785.30	150.64 %
6162.5 S.T.E.P.S. Credit	-3,426.94	1.00	-3,427.94	-342,694.00 %
<b>Total 6162 S.T.E.P.S.</b>	<b>4,858.36</b>	<b>5,501.00</b>	<b>-642.64</b>	<b>88.32 %</b>
6205 Childrens Ministry	112.72	500.00	-387.28	22.54 %
6205.5 Childrens Ministry Credit	1.00		-1.00	
<b>Total 6205 Childrens Ministry</b>	<b>112.72</b>	<b>501.00</b>	<b>-388.28</b>	<b>22.50 %</b>
6206 Middle School Ministry	29,095.24	3,000.00	26,095.24	969.84 %
6206.5 Middle High Program Credit	-12,125.00	1.00	-12,126.00	-1,212,500.00 %
<b>Total 6206 Middle School Ministry</b>	<b>16,970.24</b>	<b>3,001.00</b>	<b>13,969.24</b>	<b>565.49 %</b>
6207 Ministry Team Expenses	1.00		-1.00	
6208 High School Ministry	3,000.00		-3,000.00	
6208.5 Sr High Min Credit	1.00		-1.00	
<b>Total 6208 High School Ministry</b>	<b>3,001.00</b>	<b></b>	<b>-3,001.00</b>	
6209 Youth Triennium	18,531.22	3,000.00	15,531.22	617.71 %
6209.5 Youth Triennium Credit	-14,250.98	1.00	-14,251.98	-1,425,098.00 %
<b>Total 6209 Youth Triennium</b>	<b>4,280.24</b>	<b>3,001.00</b>	<b>1,279.24</b>	<b>142.63 %</b>
<b>Total 6280 Spiritual Formation of all ages</b>	<b>26,221.56</b>	<b>15,306.00</b>	<b>10,915.56</b>	<b>171.32 %</b>
<b>Total 60000 NURTURE</b>	<b>55,430.89</b>	<b>60,510.00</b>	<b>-5,079.11</b>	<b>91.61 %</b>
6115.5 CAP PDAC - Income	-9,961.00	1.00	-9,962.00	-996,100.00 %
70000 SERVICE TO OTHERS				
6305 COUNCIL GIVING				
6300 GENERAL ASSEMBLY				
6301 General Assemby Mission Giving	6,000.00	6,000.00	0.00	100.00 %
6302 General Assembly Per Capita	92,000.04	92,000.00	0.04	100.00 %
<b>Total 6300 GENERAL ASSEMBLY</b>	<b>98,000.04</b>	<b>98,000.00</b>	<b>0.04</b>	<b>100.00 %</b>

# CHARLESTON-ATLANTIC PRESBYTERY

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

January - December 2025

	ACTUAL	BUDGET	OVER BUDGET	TOTAL % OF BUDGET
<b>6350 SYNOD OF SOUTH ATLANTIC</b>				
6351 Synod Mission Budgeted	3,750.00	3,750.00	0.00	100.00 %
6352 Synod Per Capita Budgeted	20,250.00	20,250.00	0.00	100.00 %
<b>Total 6350 SYNOD OF SOUTH ATLANTIC</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>0.00</b>	<b>100.00 %</b>
<b>Total 6305 COUNCIL GIVING</b>	<b>122,000.04</b>	<b>122,000.00</b>	<b>0.04</b>	<b>100.00 %</b>
<b>6400 INSTITUTIONS</b>				
6202 Bethelwoods C & C Center	21,000.00	21,000.00	0.00	100.00 %
6406 South Carolina Inn, Montreat	1,700.00	1,700.00	0.00	100.00 %
<b>Total 6400 INSTITUTIONS</b>	<b>22,700.00</b>	<b>22,700.00</b>	<b>0.00</b>	<b>100.00 %</b>
<b>6500 SERVICE MINISTRY TEAM</b>				
6240 Compassion Partnerships				
6246 Campus Ministry	11,500.00	12,000.00	-500.00	95.83 %
<b>Total 6240 Compassion Partnerships</b>	<b>11,500.00</b>	<b>12,000.00</b>	<b>-500.00</b>	<b>95.83 %</b>
6250 Global Missions				
6251 Global Mission Project Sup.	2,500.00		-2,500.00	
<b>Total 6250 Global Missions</b>	<b>2,500.00</b>		<b>-2,500.00</b>	
6260 Justice Issues				
6230 Local Missions		300.00	-300.00	
6261 Black Presbyterian Caucus	1,300.00	300.00	1,000.00	433.33 %
6262 Justice Issues Prog & Projects		500.00	-500.00	
6263 Peacemaking		0.00	0.00	
6264 Self Development of People		50.00	-50.00	
6265 Ministry Team Expenses		0.00	0.00	
<b>Total 6260 Justice Issues</b>	<b>1,300.00</b>	<b>1,150.00</b>	<b>150.00</b>	<b>113.04 %</b>
<b>Total 6500 SERVICE MINISTRY TEAM</b>	<b>12,800.00</b>	<b>15,650.00</b>	<b>-2,850.00</b>	<b>81.79 %</b>
<b>Total 70000 SERVICE TO OTHERS</b>	<b>157,500.04</b>	<b>160,350.00</b>	<b>-2,849.96</b>	<b>98.22 %</b>
<b>Total Expenses</b>	<b>\$710,375.99</b>	<b>\$762,736.59</b>	<b>\$ -52,360.60</b>	<b>93.14 %</b>
<b>NET OPERATING INCOME</b>	<b>\$20,235.79</b>	<b>\$ -14,706.20</b>	<b>\$34,941.99</b>	<b>-137.60 %</b>
<b>NET INCOME</b>	<b>\$20,235.79</b>	<b>\$ -14,706.20</b>	<b>\$34,941.99</b>	<b>-137.60 %</b>

CHURCH	2025 PLEDGE	1ST QUARTER	2ND QUARTER	3RD QUARTER	OCTOBER	NOVEMBER	DECEMBER	4TH QUARTER	TOTAL
AIMWELL	\$ 4,000.00	\$ -	\$ -	\$ 2,000.00				\$ -	\$ 2,000.00
ALLENDALE	\$ 1,102.50	\$ -	\$ -	\$ -				\$ -	\$ -
BEAUFORT-SALEM	\$ 600.00	\$ -	\$ -	\$ -				\$ -	\$ -
BELLE ISLE	\$ 4,500.00	\$ 1,181.25	\$ 1,181.25	\$ 1,181.25	\$ 393.75	\$ 593.75	\$ 393.75	\$ 1,381.25	\$ 4,925.00
BETHEL (JI)	\$ 1,200.00	\$ -	\$ 4,000.00	\$ -				\$ -	\$ 4,000.00
BETHEL (W'BORO)	\$ 8,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00				\$ -	\$ 6,000.00
DORCHESTER	\$ 20,000.00	\$ 5,000.01	\$ 5,000.01	\$ 5,000.01	\$ 1,666.67	\$ 1,666.67	\$ 1,666.67	\$ 5,000.01	\$ 20,000.04
EDISTO	\$ 5,500.00	\$ -	\$ 2,870.00	\$ -		\$ 330.00		\$ 330.00	\$ 3,200.00
ESTILL	\$ 1,500.00	\$ 375.00	\$ 120.00	\$ 120.00	\$ 120.00			\$ 120.00	\$ 735.00
FIRST (SCOTS)	\$ 36,750.00	\$ 18,375.00	\$ 18,375.00	\$ 18,375.00			\$ 18,375.00	\$ 18,375.00	\$ 73,500.00
FIRST BEAUFORT	\$ 24,200.00	\$ -	\$ 11,550.00	\$ 5,775.00	\$ 5,775.00			\$ 5,775.00	\$ 23,100.00
FIRST-HHI	\$ 80,000.00	\$ 20,000.01	\$ 20,000.01	\$ 20,000.01	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 20,000.01	\$ 80,000.04
FIRST-MC	\$ 10,000.00	\$ 2,499.99	\$ 2,499.99	\$ 2,499.99	\$ 833.33	\$ 833.33	\$ 833.33	\$ 2,499.99	\$ 9,999.96
FIRST-O'BURG	\$ 15,000.00	\$ 3,750.00	\$ 3,750.00	\$ 3,835.00			\$ 3,750.00	\$ 3,750.00	\$ 15,085.00
HAMPTON	\$ 550.00	\$ -	\$ -	\$ -			\$ 575.00	\$ 575.00	\$ 575.00
HARBOR VIEW	\$ 13,000.00	\$ 2,437.50	\$ 2,437.50	\$ 2,437.50	\$ 2,437.50			\$ 2,437.50	\$ 9,750.00
HARMONY	\$ 500.00	\$ -	\$ -	\$ -				\$ -	\$ -
HEBRON-ZION	\$ 6,500.00	\$ 1,575.00	\$ 2,350.00	\$ 1,300.00	\$ 650.00		\$ 1,950.00	\$ 2,600.00	\$ 7,825.00
HOPEWELL	\$ 750.00	\$ 750.00	\$ -	\$ -				\$ -	\$ 750.00
JAMES ISLAND	\$ 6,115.00	\$ 1,641.00	\$ 1,641.00	\$ 1,641.00	\$ 1,641.00			\$ 1,641.00	\$ 6,564.00
JOHNS ISLAND	\$ 24,034.00	\$ 9,892.74	\$ 6,208.74	\$ 6,208.74	\$ 2,069.58	\$ 2,069.58	\$ 2,069.58	\$ 6,208.74	\$ 28,518.96
LOWCOUNTRY	\$ 10,500.00	\$ -	\$ 5,250.00	\$ -		\$ 5,250.00		\$ 5,250.00	\$ 10,500.00
MT. PLEASANT	\$ 42,000.00	\$ 10,500.00	\$ 7,000.00	\$ 10,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 10,500.00	\$ 38,500.00
NEW WAPPATAW	\$ 6,930.00	\$ 1,732.50	\$ 1,732.50	\$ -		\$ 3,465.00		\$ 3,465.00	\$ 6,930.00
PALMETTO	\$ 20,790.00	\$ 5,197.50	\$ 5,197.50	\$ 5,197.50	\$ 1,732.50	\$ 1,732.50	\$ 1,732.50	\$ 5,197.50	\$ 20,790.00
PARKSIDE	\$ 2,500.00	\$	\$ 2,500.00	\$				\$	\$ 2,500.00
PC ON EDISTO	\$ 18,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 18,000.00
PEACE	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ -				\$ -	\$ 5,000.00
PROVIDENCE	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -				\$ -	\$ 5,000.00
SALEM	\$ 2,442.00	\$ -	\$ -	\$ -	\$ 2,442.00			\$ 2,442.00	\$ 2,442.00
SANTEE	\$ 3,000.00	\$ -	\$ 750.00	\$ 1,500.00				\$ -	\$ 2,250.00
SEA ISLAND	\$ 34,650.00	\$ -	\$ 16,750.00	\$ -	\$ 8,375.00	\$ 8,375.00		\$ 16,750.00	\$ 33,500.00
SECOND	\$ 3,300.00	\$ -	\$ -	\$ -			\$ 3,400.00	\$ 3,400.00	\$ 3,400.00
ST ANDREWS-CHAS	\$ 3,300.00	\$ -	\$ 825.00	\$ 825.00			\$ 825.00	\$ 825.00	\$ 2,475.00
ST ANDREWS-JI	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00			\$ 800.00	\$ 800.00
ST JAMES	\$ 50,000.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00		\$ 12,500.00		\$ 12,500.00	\$ 50,000.00
ST LUKE	\$ 1,200.00	\$ -	\$ -	\$ -			\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
ST PAUL	\$ 4,020.00	\$ -	\$ 2,636.00	\$ 404.00	\$ 500.00		\$ 796.00	\$ 1,296.00	\$ 4,336.00
SUMMERTVILLE	\$ 28,875.00	\$ 7,218.75	\$ 7,218.75	\$ 7,218.75	\$ 2,406.25	\$ 2,406.25	\$ 2,406.25	\$ 7,218.75	\$ 28,875.00
SUNRISE	\$ 14,000.00	\$ -	\$ 3,757.80	\$ 3,431.50	\$ 2,764.00		\$ 4,046.70	\$ 6,810.70	\$ 14,000.00
WALLINGFORD	\$ 9,240.00	\$ 4,620.00	\$ -	\$ 4,620.00				\$ -	\$ 9,240.00
WESTMINSTER	\$ 40,200.00	\$ 14,700.49	\$ 8,499.99	\$ 8,499.99	\$ 2,833.33	\$ 2,833.33	\$ 2,833.37	\$ 8,500.03	\$ 40,200.50
WILLISTON	\$ 3,600.00	\$ 900.00	\$ -	\$ 1,800.00	\$ 900.00			\$ 900.00	\$ 3,600.00
YEAMANS PARK	\$ 11,550.00	\$ 2,875.02	\$ 2,875.02	\$ 2,875.02	\$ 958.34	\$ 958.34	\$ 958.34	\$ 2,875.02	\$ 11,500.08
ZION-OLIVET	\$ 2,500.00	\$ -	\$ 1,500.00	\$ 1,125.00				\$ -	\$ 2,625.00
<b>TOTALS</b>	<b>\$ 587,198.50</b>	<b>\$ 136,721.76</b>	<b>\$ 174,976.06</b>	<b>\$ 137,370.26</b>	<b>\$ 50,964.92</b>	<b>\$ 54,680.42</b>	<b>\$ 59,478.16</b>	<b>\$ 165,123.50</b>	<b>\$ 614,191.58</b>

## Dorchester Capital Improvement and Emergency Support Grant

### **Who:**

Dorchester Presbyterian Church has established.

### **What:**

A grant fund from a capital campaign for use by the Presbytery to assist congregations that need help with **expenses related to Capital Improvements or for Staff-related costs**. Fund named, managed, and distributed as determined by CAP.

### **When:**

Each year The Charleston Atlantic Presbytery will award three to four applied grants, up to \$1,500.00 maximum per grant. Depending on the need and urgency of the grant requests. To maintain a working fund, the awarded grants will be limited to four grants per year unless the fund dips below the base of \$20,000.00. One grant request per year for each church will be considered during the grant process.

### **Where:**

The fund is to be used as noted in support of our CAP congregations, and the grant form is to be turned in to the Finance Team for review and approval. There may be some follow-up questions, if the details of what the funds will be used for are not listed.

### **How:**

The pastor, Clerk of Session, Property Committee or Personnel Committee chair is to fill out and submit the form to the Finance Team for presentation and review at one of the monthly stated meetings (Usually within the first two weeks of a month). The fund is to be administered by Finance Team Moderator, Finance Administrator and General Presbyter

### **Why:**

The reason we are setting these limits is to ensure that funds will not be completely expended, and should the fund reach the 50,000.00 range, or when it is deemed prudent, the amount may be raised up to 2,000.00 per grant request. Again, we encourage the support of the fund as did Dorchester Presbyterian Church to strengthen the connectional nature of our congregations of Charleston Atlantic Presbytery. The fund will be available for contributions from other congregations who wish to support it, perhaps using the same method as was exemplified by the Dorchester Congregation.

## Dorchester Capital Improvement and Emergency Support Grant

Church Name: \_\_\_\_\_

Title & Name: \_\_\_\_\_  
(of the person filling out this form)

Contact Info: (phone #) (\_\_\_\_) \_\_\_\_ -- \_\_\_\_\_

Email address. \_\_\_\_\_ @ \_\_\_\_\_ . \_\_\_\_\_

Address: (Street) \_\_\_\_\_

City/St/Zip \_\_\_\_\_, SC \_\_\_\_\_

Description of nature of request (what it will be used for in as much detail as possible in a few words)

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Amount being requested \$\_\_\_\_\_.00

Please return this form to  
**Charleston Atlantic Presbytery**  
**4701 Park Pl W**  
**North Charleston, SC 29405-4627**

or send all information requested via email to [Mjones@capresbytery.org](mailto:Mjones@capresbytery.org)

## **Thomas S & Miriam M Hargest I & II Funds**

**Who:** The fund was created by **Thomas S & Miriam M Hargest** for churches as a matching grant.

**What:** The funds are “to be used to assist those churches in the Charleston Atlantic Presbytery for the purpose of renovating or remodeling 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 (50%) of the estimated costs of such renovating or remodeling. The term Sanctuary is intended to include all areas of the church building proper, but to exclude related church structures such as classroom buildings, parish halls, manse and the like. 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 (5) years.”

**When:** Each year Charleston Atlantic Presbytery will award grants of up to \$4,000 maximum per grant. Grants are awarded on a first-come first-serve basis and depending on the need and urgency of the grant requests. One grant request per year for each church will be considered during the grant process.

**Where:** The fund is to be used as noted in support of our CAP congregations, and the grant form is to be turned in to the Finance Team for review and approval. There may be some follow-up questions we will request in writing from you, if the details of what the funds will be used for are not listed.

**How:** The pastor, Clerk of Session, Property Committee or Personnel Committee chair is to fill out and submit the form to the Finance Team for presentation and review at one of the monthly stated meetings (Usually within the first two weeks of a month). The fund is to be administered by Finance Team Moderator, Finance Administrator and Office Administrator.

**Why:** The reason we set limits on these funds is to ensure that they will not be completely expended. Again, we encourage the support of all the funds we administer. For a list of all funds available for your support, please contact the Finance Committee.

**Thomas S & Miriam M Hargest I & II Funds**  
**Renovation or Remodeling Matching Grant Application**

Church Name: \_\_\_\_\_

Title & Name: \_\_\_\_\_  
(of the person filling out this form)

Contact Info: (phone #) (\_\_\_\_) \_\_\_\_ -- \_\_\_\_\_

Email address. \_\_\_\_\_ @ \_\_\_\_\_ . \_\_\_\_\_

Address: (Street) \_\_\_\_\_

City/St/Zip \_\_\_\_\_, SC \_\_\_\_\_

Description of nature of request (what it will be used for in as much detail as possible in a few words. Also, it is recommended that a certified bid for entire project be submitted with the application, or verified cost of materials if work is done in-house.)

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Amount being requested \$\_\_\_\_\_.00

Please return this form to  
**Charleston Atlantic Presbytery**  
**4701 Park Pl W**  
**North Charleston, SC 29405-4627**

or send all information requested via email to [Mjones@capresbytery.org](mailto:Mjones@capresbytery.org)

Recommended Promotion in CHATLine

**Thomas S & Miriam M Hargest I & II Funds  
Renovation or Remodeling Matching Grant**

**Thomas S & Miriam M Hargest I & II Funds** are “to be used to assist those churches in the Charleston Atlantic Presbytery for the purpose of renovating or remodeling 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 (50%) of the estimated costs of such renovating or remodeling. The term Sanctuary is intended to include all areas of the church building proper, but to exclude related church structures such as classroom buildings, parish halls, manse and the like. 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 (5) years.” Request further information and application from the Presbytery Office.

## **Service to Others Ministry Team (STO)**

### Opportunities for Ministry to Others

#### CAP Blessing Box

First (Scots) PC provided items for the Blessing Box in January. The Service to Others Team is covering stocking the CAP Blessing Box for the month of February. Congregations are being sought, most immediately, to take responsibility for stocking it for March, April, and May. Any church that would like to take a month to provide goods for the Blessing Box should contact the presbytery office. (During summer months the box is usually replenished by mission groups staying in the building.) This is a great mission project for small groups, sessions, diaconates, and Sunday school classes. If, as an individual member of CAP committees, you have a meeting at the Presbytery office bring a bag goods for the Box. Such goods can be dried and canned goods, but also non-refrigerated baby food, diapers, or other baby supplies.

#### Global Missions:

In March of this past year the PCUSA discontinued its global mission work due to the extensive administrative reorganization resulting from financial challenges. This resulted in the recall, dismissal, or redeployment in other work of Global Mission co-workers from around the world. Attached to this report is the letter that our fellow presbyter, Spike Coleman presented at CAP's November meeting as well as the texts and rationales of three Overtures that will be going to the 227<sup>th</sup> PCUSA General Assembly this coming summer.

In addition, also attached to this repost is a call for prayer during lent in relation to Presbyterian global missions and former mission co-workers.

If your church is planning a mission trip and would invite members from other churches to join, please contact the Presbytery office (Rev. Albright), the Chat line, and the STO Team ([jmiller1776@gmail.com](mailto:jmiller1776@gmail.com)).

The Walk for Water - 2 billion people lack access to safe water. Millions of women and children walk more than three miles to collect water for their families every day. Often, this water is not safe to drink, resulting in illness and even death. **We can change this.**

Since 2007, thousands of walkers have raised millions of dollars to fight the global water crisis through Walk for Water events. You can join the [flagship Walk in Charleston, SC, \(March 21<sup>st</sup>\)](#) and help save lives with safe water.

#### Self-Development of People

The PCUSA Committee on the [Self-Development of People](#) is a ministry that affirms God's concern for humankind. The ["Celebrate SDOP Sunday: People Investing in People"](#)

[yearbook and toolkit](#) highlights how the Presbyterian Committee on Self-Development of People (SDOP) engages with communities and the church to eradicate systemic poverty and its intersectional social and economic justice issues.

Given the extensive national denomination reorganization the SDOP is seeking feedback not only from those engaged in local SDOP projects but from the broader church as well. Such feedback is greatly appreciated. Whether you currently use the Yearbook & Toolkit or not, the PCUSA Self-Development of People Committee would love to hear from you. To you may complete the survey found [here](#).

There were no SDOP projects in in Charleston-Atlantic Presbytery in 2025. It does not appear that there are any in 2026. For information about applying for a SDOP project in the Presbytery contact Rev. Alonzo Washington <[alonza.washington@yahoo.com](mailto:alonza.washington@yahoo.com)>.

### Racial Reconciliation

This Subcommittee has not met since the last CAP meeting. Its leadership is concerned about public actions given the level of violence associated with even reconciling witness in the current public square. The following are from its report to the November CAP meeting.

1. The Anti-Racism Team will be available, as needed, to provide any updates or changes needed to the anti-racial policy as requested by the presbytery.
2. We will continue to bring awareness of events that foster and promote community, via the chatline.
3. Goals for 2026 will be identified at our next meeting
4. For more information contact Mary Catherine James ([tinker2@gmail.com](mailto:tinker2@gmail.com)).

### Charleston Area Justice Ministry (CAJM)

CAJM is composed of over 40 faith groups (including 8 Presbyterian Churches) who collaborate to advocate for more equitable solutions for community problems. Its theme for 2026 is food security.

Anyone interested in upcoming CAJM events or how to join CAJM Contact Hank Martin at: [martinh@musc.edu](mailto:martinh@musc.edu), for more details.

### Earth Care

Our Presbytery Meeting is being held in a certified Earth Care Congregation. It is one of five such congregations in the Presbytery (Dorchester, Summerville; First Presbyterian Church, Hilton Head Island; First Presbyterian Church of Beaufort; James Island Presbyterian Church, Charleston; Lowcountry Presbyterian Church, Bluffton). At the last Presbytery meeting we invited attendees to participate in a composting project. Dorchester composts and you can participate in that effort during coffee time and lunch.

At the end of this report is a flyer describing five of the criteria related to becoming a certified Earth Care Congregation. As a new challenge the Earth Care Subcommittee is asking each CAP congregation (other than the five noted above) to accept a new challenge; fulfill three of these by the November Presbytery meeting.

A first step in becoming a certified Earth Care Congregation is affirming the [Earth Care Pledge](#). This is one way that your congregation can share in CAP's effort to fulfill its adoption of the [One Billion for Peace](#) pledge at its December 2023 meeting.

The Subcommittee's work to development a draft of an agenda/action plan for the Presbytery to begin to fulfill its Peace Pledge continues. The Subcommittee is in the data gather stage seeking information from South Carolina agencies about climate futures, weather and natural resources effects, state and municipal planning for resilience, and work the earth care initiatives of our ecumenical partners in the region. We will keep the Presbytery apprised of our progress.

The Subcommittee also continues to seek to expand its membership to include more stakeholders and to diversify its membership by virtue of age, race, and ethnicity. Its If you are interested in joining the Subcommittee or would like more information about its work you may contact Jim Miller at ([jmiller1776@gmail.com](mailto:jmiller1776@gmail.com)).

If you are Interested in joining the activities of the Service to Others mission team, please contact Rev. Dr. Jim Miller at [jmiller1776@gmail.com](mailto:jmiller1776@gmail.com).

Respectfully submitted, Jim Miller

# EARTH CARE CONGREGATION CHALLENGE

*Choose 3 of the goals below for your church to focus on this year.*



**Worship:** Have 2 worship services with intentional earth care components (prayers, hymns, readings)

**Education:** Host a guest Earth Care speaker or program

**Outreach:** Grow food for a nearby food ministry or serve as an exchange place for food surplus

**Facilities #1:** Have an energy audit done and implement at least 2 suggested items

**Facilities #2:** Transition to using reusable plates, cups and flatware at church events

Do these challenges look too easy for your church? We invite you to explore the process of becoming a Certified Earthcare Congregation! Use the QR Code to find out more.



Charleston Atlantic Presbytery  
Property Ministry Team Report  
To Presbytery February 14, 2026

Members: Irene Whaley, Skip Grooms, Isabell Dubose, Eugene Richardson, Clifford Jenkins, Carolyn Lackey Michele Jones, and Jimmy Hinson, (CAP Staff), Achim Daffin (Finance Liaison) Tricia Petraven-Church of the Arts

## **INSPECTIONS COMPLETED**

Elevator inspection was completed in November 2025.

Backflow inspection was completed in January 2026.

Fire system inspection is coming up next week-Jan. 26-30.

- a) Mr. Critter continues to monitor the rodent problem. Setting traps and closing spaces they are getting in.
- b) A light shorting out the electrical panel upstairs has been removed by Jimmy. and a new fixture has been installed.
- c) Trees and stumps out front have been removed and debris taken away.
- d) Trim at sanctuary roof will be replaced when it warms up.
- e) New chair storage and moving racks have been purchased.
- f) The walls in the Fellowship Hall and upstairs hallway need painting.

## **UPDATING THE FACILITY USE CONTRACT**

- a) Application must accompany a valid insurance certificate.
- b) The hold Harmless statement will be on a separate sheet with a second signature.
- c) An incident report sheet will be provided to the renters.

Audio and Visual Equipment – Has been referred to the technology committee.

CCR's contract request and requirements – contract on file.

Submitted on behalf of the Property Ministry Team

Elder Irene Whaley

Shepherding Team Report  
Charleston Atlantic Presbytery  
Winter. Stated Meeting. February 14, 2026

PILP (Presbyterian Investment and Loan Program) Loan Application for St James Presbyterian Church renovation project – report received from Finance Committee. Application has been approved by Finance and will be presented at the CAP meeting for final approval. By vote, the Shepherding Team unanimously concurred with the Finance approval.

Easement request presented by Finance Committee and St James Presbyterian Church for approval by Shepherding Team to allow James Island Public Service District to acquire an easement on church property. This easement will allow wastewater upgrades. This agreement has been negotiated with the SJPC Session and approved by Finance Committee. Request approved by Shepherding Team without dissent.

Report received from the Elder Clarissa Whaley, moderator of the Personnel Committee, to report the resignation of Janie Bruce as the Director of Youth Ministry. Request from committee to approve a search for a new Director was approved.

Report received from Rev Jeff Kackley, chair of the Cane Bay Task Force. This group is proceeding with their task to review the use of this land. Final report and recommendations will be made when work is completed.

Respectfully submitted,

Priscilla Holtzclaw  
Moderator, Shepherding Team

**THE REPORT OF THE COMMISSION ON MINISTRY**  
**Charleston Atlantic Presbytery – 2-14-2026**

**For Information:**

1. The Commission on Ministry will conduct the following **Triennial Visits in 2026**.  
**Bold indicates completed report:** Aimwell, Dorchester, **Hampton**, Harmony, Lowcountry, Providence, St. Andrews (Johns Island), St. James, St. Luke, Summerville, P.C. Edisto, Westminster, Santee, Williston, Mt. Pleasant, Yeamans Park.
2. The Response Team to address the concerns at Zion Olivet Presbyterian Church continues to work alongside of the Session and COM. Dr. Charles Heyward is the Moderator and Cassy Roper is the Clerk.
3. The COM and the Presbytery have been blessed with an extraordinary pair of very well-trained and skilled Interim Pastors: The Rev. Achim Daffin, Harbor View Presbyterian and Dr. Danie DeBeer, Lowcountry Presbyterian Church. The Rev. Blake Hawthorne serves as the 2026 Group Convener. **There is a shortage of available interims in South Carolina and beyond.**
4. The COM receives monthly Liaison reports from 5 Pastor Nominating Committees: Harbor View, Zion Olivet, Lowcountry, (Pastor), First Presbyterian Church, Hilton Head, and Mount Pleasant (Associate).
5. The COM continues to reach out to Honorably Retired Pastors, Members-at-Large and those engaged in Validated Ministries with calls, contacts, and cards.
6. The COM maintains an updated Pulpit Supply List on the Presbytery Website for churches when a vacancy occurs.
7. The COM continues to support and connect with our Campus Ministry partners EmpowHer and Journey.
8. The COM conducts exit interviews with each departing pastor and the Session to bring closure and to assist with any issues that could hinder the success of the next installed pastor.
9. The COM will conduct an Exit Interview with the Rev. Bart Edwards and the Session of the Mount Pleasant Presbyterian Church.
10. Six graduates of the SC5 have offered to be examined and commissioned to the Presbytery to help when churches are vacant and need a pastor to preach, celebrate the Sacraments, and conduct a wedding or funeral. The following have been examined and will be Commissioned to Charleston Atlantic Presbytery today: Jim Deavor, Michele Jones, and Reece Humphreys.
11. The COM Administration Sub-committee continues to review and update the policies and procedures for Charleston Atlantic Presbytery. Please see the Presbytery Website for those currently active.

12. The Rev. Todd Smith was examined by the COM and welcomed into the Presbytery. He is currently engaged in CPE in the Roper Hospital System. He is available for Pulpit Supply as his schedule allows.
13. We welcome the Rev. Sarah Shutte, new Pastor of Peace Presbyterian.
14. COM approved the following 2025 Annual Reports and Mentor Evaluations for Commissioned Pastors:  
Ellen Creed Branham, Mt. Pleasant PC – Dr. Nicole Partin Abdhnour  
Martha Feil, Kairos Prison Ministry and SC Pres Pilgrimage and Church of the Arts – The Rev. Tricia Petraven  
Scott Graule, Harbor View PC – The Rev. Blake Hawthorne  
Skip Grooms, Johns Island PC – Dr. Jeri Parris Perkins  
Johnny “Bo” Hamilton, First PC Moncks Corner – Dr. Timothy Scoonover  
Priscilla Holtzclaw, Westminster PC – Dr. Daniel Smoak  
Henry Neeuwse, Bethel PC/Walterboro – Dr. Perry Griffin  
Richard Norris, Sea Island, PC – The Rev. Steve Keeler  
Doug Richardson, Santee, PC – The Rev. Clark Remsburg  
Eugene Richardson, St. Andrews PC, Johns Island - Dr. Brian Henderson  
Mary Robinson, First Scots PC – Dr. Holton Siegling, Jr.  
Karey Poinsette – only Mentor Evaluation – Dr. Franklin D. Colclough
15. Covenant Agreements for Commissioned Pastors - 2026  
Scott Graule  
Skip Grooms  
Bo Hamilton  
Henry Meeuwse  
Doug Richardson  
Reggie Simmons  
Martha Feil  
Richard Norris
16. The Commissioned Pastors Quarterly Meeting was held on, January 20, 2026.
17. The COM approved the 2026 Covenant Agreement between the Summerville Presbyterian Church and the Rev. Dr. Ralph Herbert, as Director of Discipleship.
18. The Report of the Mackay Presbyterian Mission and a **Minute for the Mission** - Sandra E. Otero-Agosto

Respectfully submitted,  
Dr. Jeri Parris Perkins, Moderator of COM

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Respectfully submitted,  
Dr. Jeri Parris Perkins, Moderator of COM

**Mackay Presbyterian Mission**  
**Sandra Otero & Antonio Colón**  
**December 2025 – February 2026**

The Mackay Presbyterian Mission have been serving our community with pastoral care and accompaniment of the families through telephone calls, visits, and meetings.

The MPM project “Presbyterian Home Services” continue to provide services to many people and Churches in our Presbytery. The information about this project has been posting weekly in the Chat Line.

We meet every Friday and some Saturdays in the gym of Summerville Presbyterian Church. We had evangelism, christian reflections and basketball.

The advisory board met on January 28, 2026 to discuss updates and future projects.

We have been working with the collective of artisan indigenous women in Oaxaca, Mexico. They have been sending their works like clergy stoles and women's blouses to be sell locally. All the money goes completely to the artisan women collective in Oaxaca. We keep attending meetings, webinars and other educational events to keep our community inform on immigration and other legal topics.

We have done evangelism and accompaniment work weekly.

We attended the fall Presbytery Meeting where we talk about some updates and plans.

We started doing weekly events that had helped in increasing the amount of people that visit us.

Audio equipment was acquired.

We ordered uniforms for our members.

The members of our group want to do a recognition to Antonio so we bought a pastoral appreciation gift for him.

We had our Christmas dinner on December 18.

Summerville PC include families and individuals of our group on the church Angel Tree, this benefits our families with gift cards.

We have been working with the *Ña Duku' Rumi Academy* (after school program) in Oaxaca, Mexico.

- We are working daily in partnership with the schools of the community.

- The community is very happy with this project and is supporting the project in many ways.
- \$800 were sent to make improvements and paint the basketball court of the elementary school where the academy meets daily.
- We are receiving a weekly report from the leaders of the academy.
- Meetings with the leaders of the academy once a month via Zoom.

Respectfully submitted,

Antonio Colón & Sandra Otero

**Charleston Atlantic Presbytery/Presbyterian Women  
Moderator's Report for the Charleston Atlantic Presbytery  
February 14, 2026**

Presbyterian Women of CAP remain engaged in their PW Circles, participating in monthly meetings, the Bible Study "Finding Resilience, Joy, and our Identity in Jesus Christ" by Rhashell D. Hunter, and organizing mission and fellowship events. Pastor Lib McGregor Simmons' monthly ZOOM workshops have broadened participation statewide.

The CAP PW Spring Gathering is being planned for April 11, 2025, at Zion Olivet Presbyterian Church. Please save the date. Women who passed away in 2025 will be honored with flowers on the altar from each church.

New Officers for 2026-2028 will also be installed.

Submitted by,  
Evelyn White  
CAP Moderator of Presbyterian Women

# MARK YOUR CALENDARS!!!



**August 29**

## **Mount Pleasant Presbyterian Church**

### **S.T.E.P.S. is...**

- an acronym for Studying; Teaching; Equipping; Praying; Serving.
- a one day event held at the Mount Pleasant Presbyterian Church that includes worship, workshops, displays, and fellowship.
- in-person workshops.
- uplifting worship.
- an opportunity to grow in faith.
- an opportunity to strengthen your skills as a church leader.
- an opportunity to meet people from other Presbyterian churches.
- an opportunity to share ideas with one another.
- an opportunity to learn about mission and institutions supported by our churches.
- an annual event made possible by your congregation's support of Charleston Atlantic Presbytery.
- for **EVERYONE**

**WATCH FOR MORE INFORMATION COMING SOON!**

**COMMITTEE ON PREPARATION FOR MINISTRY**  
**REPORT**  
**February 14, 2026**

**Patricia Jones, Moderator**

**INFORMATION:**

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

<b>Sarah Ago</b>	Inquirer	Fuller	Parkside PC
<b>John Cleek, M.D.</b>	Inquirer	Union-Charlotte	Mt. Pleasant PC
<b>Daniel Gorenberg</b>	Inquirer	Princeton (G)	Providence PC
<b>Christopher Hightower</b>	Inquirer	Princeton	FP (Beaufort)
<b>Elizabeth E. Nix</b>	Candidate	UTS (G)	Summerville PC
<b>Virginia Kackley</b>	Inquirer	Union (Charlotte)	Dorchester PC
<b>Alexandra Treyz</b>	Inquirer	Duke (G)	Second PC
<b>William J. Ward</b>	Inquirer	Princeton	Providence

The Committee met on Tuesday, January 20, 2026, at 10 a.m. via Zoom. Please continue to keep our Candidates and Inquirers in your prayers as they continue their studies and ministry call.

The Committee is created and approved an annual evaluation form for CPM that will be given to Inquirers and Candidates to complete annually. The revised CPM manual will be presented for approval by the Presbytery later in the year.

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

The CPM will hold its next meeting on Tuesday, April 21, 2026, via Zoom.

**RECOMMENDATION:** None.

Respectfully submitted,

Patricia Bligen Jones, Moderator

**COR nominates the following individual to represent the Charleston-Atlantic Presbytery as Young Adult Advisory Delegate (YADD) for the 2026 General Assembly. Our previously selected and approved YAAD for the 227th General Assembly, Maggie Wall, was disqualified due to her age.**

**COR asks that the Charleston-Atlantic Presbytery receive and vote for a new YADD:**

**Ethan Van Deventer (photo and bio attached)**

Submitted respectfully,

Rev. Bart W. Edwards, Moderator COR

## ETHAN VAN DEVENTER

I'm a lifelong member of Summerville Presbyterian Church and sixth generation cradle Presbyterian, currently working as a Legal Assistant in Charleston while studying to be a paralegal. Past service includes a term as SPC's Youth Elder, 2023 Montreat Youth Conference Planning Team (Small Group Leader Trainer), and CAP Youth Council; most recently privileged to serve as Back Home leader for my SPC peers at Montreat College Conference 2026.



MINUTES  
OF  
CHARLESTON ATLANTIC PRESBYTERY COUNCIL  
FALL STATED MEETING  
November 11, 2025  
9:30 a.m.

The Charleston Atlantic Presbytery Council held its fall stated meeting November 11, 2025, at First Presbyterian Church, Moncks Corner, SC. Moderator **Priscilla Holtzclaw**, commissioned pastor, called the meeting to order at 9:30 a.m. with prayer.

**WELCOME FROM HOST CHURCH**

Rev. **Timothy Scoonover**, pastor of the host church, welcomed commissioners and shared a brief history of the church, which was established in 1944 as the first organized Presbyterian church in Berkeley County.

**ACKNOWLEDGMENT OF LANDS AND PEOPLES**

Moderator **Holtzclaw** reminded commissioners that just as the biblical ancestors are remembered so are the ancestors of this land. This land on which commissioners gather today is the traditional territory of the Seewee and Wando nations, who stewarded this land for more than 6000 years.

**DECLARATION OF A QUORUM**

In the excused absence of Stated Clerk **David Yandle**, Moderator **Holtzclaw** confirmed the presence of a quorum, requiring ten teaching elders and ten ruling elders with the ruling elders representing at least ten different congregations. Attendees, excused absences, and unexcused absences are included in the attendance report (**APPENDIX 1**).



**WELCOME TO FIRST-TIME COMMISSIONERS**

The moderator asked for introductions of first-time commissioners and welcomed them. She also acknowledged Elder **Elizabeth Little** of the Board of Pensions as a corresponding member.

**APPOINTMENT OF COMMITTEE ON RESOLUTION OF THANKS**

Moderator **Holtzclaw** will offer the Resolution of Thanks at the close of the meeting.

**WORSHIP AND COMMUNION**

Rev. **Steve Keeler**, pastor at Sea Island Presbyterian Church, Beaufort, brought the morning message entitled "Blessed are the Peacemakers," referencing Matthew 5:1-12. The offering is designated for the SC Five School of Theology, specifically as a memorial to the **Donnie R. Woods** Student Scholarship. Rev. **Timothy Scoonover** and CP **Bo Hamilton** administered the Sacrament of the Lord's Supper. Special music was offered by the host church choir.



### **APPROVAL OF THE DOCKET**

General Presbyter **Rebecca Albright** presented the docket which was adopted.

### **ADOPTION OF CONSENT AGENDA**

Moderator **Holtzclaw** presented the following recommendations for adoption in an omnibus motion, which carried:

#### **Stated Clerk:**

1. The minutes of the summer stated meeting held September 20, 2025, at Westminster Presbyterian Church, Charleston, and which appear in the handbook be approved and recorded.
2. The attendance report contained in the minutes of the summer stated meeting, including reports of excused and unexcused absences be referred to the Commission on Ministry for review and action, as necessary.
3. The commission, committee, and ministry team reports without recommendations for action be received.

#### **Shepherding Team:**

Amendments to the *Manual of Administrative Operations*:

##### **A. Section M-7.0102 b. and c. :**

“b. The ex-officio members with voice and vote that are either teaching elders or ruling elders shall be the General Presbyter/Pastor to Pastors, Stated Clerk, Treasurer, Moderator of the Presbytery, Vice Moderator of Presbytery, Immediate Past Moderator Of Presbytery (serving as Moderator of the Shepherding Team), the Associate for Congregational Nurture and Service, the Consultant for New Church Development and the Moderator of the Finance Committee.”

“c. The ex-officio members with voice but no vote shall be the Director of Communications and those listed in b. that are not teaching elders nor ruling elders”.

**Rationale:** The Treasurer of Presbytery is currently an ex-officio member of the Shepherding Team with voice but without voting privileges, which include the privilege of making motions. The Treasurer is responsible for ensuring that presbytery funds are received and disbursed in accordance with presbytery polices. When the Shepherding Team is involved with policy development, the Treasurer could be a more effective member with voting privileges by being able to propose new policies or amendments to current policies. The treasurer is the only officer of Presbytery that is not a voting member of the Shepherding Team. Also, this amendment confirms that any ex-officio voting member of the Shepherding Team is either a teaching or ruling elder.

##### **B. Section M-3.0106 b:**

“b. Ruling Elders. The Stated Clerk of Presbytery shall be authorized to enroll as member of Presbytery in Accordance with the *Book of Order*, any ruling elder of Charleston Atlantic Presbytery serving as an officer of

Presbytery (Stated Clerk, Associate Stated Clerk, Treasurer, Moderator, Vice-Moderator, and Immediate Past-Moderator, Chair of Ministry Teams, Chair of the Commission on Ministry, Chair of the Committee on Preparation for Ministry, and Moderator of the Permanent Judicial Commission.) Persons so enrolled shall be entitled to both voice and vote.”

**Rationale:** Currently, the Treasurer is the only officer of Presbyter that, as a ruling elder, is not enrolled as a member for presbytery meetings. One could be a more effective officer if able to participate fully in presbytery meetings.

## **REPORT OF GENERAL PRESBYTER**

General Presbytery Rev. **Becky Albright** reported the following:

1. An update from the SC5 Task Force, formed to discuss the possibility of sharing resources between the five presbyteries in the stated discussions regarding boundary lines of the current five presbyteries.
2. Success of the ongoing SC School of Theology
3. The Church of the Arts' first service November 23
4. Welcome to Rev. **Herbie Miller**, installed at Palmetto Presbyterian Church, Mt. Pleasant, October 12.
5. Appreciation to CP **Mary Robinson**, Healthy Boundary training coordinator; CP **Doug Richardson**, Cane Bay property discussions; and all who agreed to serve on committees, commissions, etc.

## **REPORT OF THE STATED CLERK**

In the absence of Sated Clerk **Yandle**, Associate Stated Clerk **Albright** reported the following:

1. Boundary training: Reminder that those individuals who have not completed the training will not be in good standing in the Presbytery
2. Stated meetings for 2026: February 14, Dorchester , Summerville; May 12, Sunrise, Sullivan's Island; September 12, Second, Charleston (tentative); Nov 10, James Island, Charleston (tentative)
3. Review of 2024 Session Minutes: A list of churches submitting minutes records for 2024, noting that the following churches have not submitted as required: Beaufort Salem; Bethel, Johns Isl.; Estill; First, Moncks Corner; Hampton; Harmony; New Wappetaw; Sea Island; St. Luke; St. Paul, Sunrise (**APPENDIX 2**)
4. 227<sup>th</sup> GA: Milwaukee, Wisconsin, June 22 – July 2, with the election of commissioners to be held at this fall meeting.
5. Synod of South Atlantic: **Yandle** serves as at-large commissioner
6. Recommendations: All recommendations were adopted in the Consent Agenda

## **REPORT FROM BOARD OF PENSIONS**

Elder **Elizabeth Little** presented an overview of coverage in the revised program, noting significant changes for 2026.

## **REPORT OF CHURCH OF THE ARTS**

Rev. **Tricia Petraven** welcomed all to the opening of the new church development and the first worship set for November 23. The soft opening will be Friday, November 14, with the showing of the movie *Leviticus*.

## **REPORT OF COMMITTEE ON REPRESENTATION AND NOMINATIONS**

Rev. **Bart Edwards** reported that every committee/commission appointment for presbytery has been filled with nominees. He also presented the slate of nominees for commissioners to the 227<sup>th</sup> General Assembly. As there were no nominations from the floor for committees nor GA commissioners, a motion to approve both slates carried (**APPENDIX 3**)

**Edwards** proceeded with the following nominations for commissioners to the 227<sup>th</sup> General Assembly to be held in June:

Teaching Elders: **Colin Kerr, Elizabeth Johnson, Pat Jones, Tricia Petraven**

Ruling Elders: **Lindy Coleman, Henry Meeuwse, Eugene Richardson, Clarissa Walker Whaley**

Young Adult: **Maggie Wall**

The following results of the voting were announced later in the meeting:

Teaching Elders: **Pat Jones, Colin Kerr, Elizabeth Johnson**; alternate **Tricia Petraven**

Ruling Elders: **Henry Meeuwse, Clarissa Whaley, Eugene Richardson**; alternate **Lindy Coleman**

Young Adult: **Maggie Wall**

## **REPORT ON OVERTURE TO THE GENERAL ASSEMBLY**

Rev. **Spike Coleman** reported on three overtures to come before the General Assembly with a request that CAP concur. He presented a detailed explanation along with the rationale. The matter will be addressed further at the winter meeting of Presbytery (**APPENDIX 4**).

## **REPORT OF FINANCE COMMITTEE**

Rev. **Lawrence Peebles**, moderator of the committee, reported on the current financial statement and the participation in GA's study of funding arrangements. He gave a detailed report on the investment policy, expense report, and financial position.

The following recommendations were adopted:

1. Investment policy for Charleston Atlantic Presbytery (**APPENDIX 5**)
2. Asset accounts: Bamberg Fund, Fellowship Fund, Dorchester 10% Giving Fund, New Church Development, Legacy, Leadership Development, Camp, Building Emergency Repairs (**APPENDIX 6**)
3. 2026 budget (**APPENDIX 7**)

## **REPORT OF SERVICE TO OTHERS TEAM**

Elder **Hank Martin** reported on the opportunities for mission and promoted the support of the Blessing Box.

## **REPORT OF AD HOC COMMITTEE ON OFFICER TRAINING**

CP **Henry Meeuwse** reported on the study of methods, quality, and quantity of training provided to officers. Means of assisting in providing training will be explored in 2026. The recommendation that the outline of topics listed in section 3 of "Preparation for Service" be adopted as the minimum standard of topics to be covered in officer training carried (**APPENDIX 8**).

## **REPORT OF SHEPHERDING TEAM**

Elder **Kent Grimes**, co-moderator of the team, offered a report on the operating budget, the formation of a special committee for officer training, the launching of the Church of the Arts, and the election of a treasurer. He offered two recommendations for adoption:

1. Voting rights of certain officers: These were addressed in the Consent Agenda and adopted.
2. Cane Bay Property: Presbytery will pursue the sale of the Cane Bay property, the legal description of which was attached, and that the Shepherding Team be authorized to list the property, negotiate the selling price with a buyer, and direct the Trustees on the closing of the sale.

Questions arose from the commissioners re: the recommended sale of the Cane Bay property with many speaking for and against selling the property.

Rev. **Mike Fitze**, who has been involved since the original purchase of the land, gave a brief history of the original purchase of the property at \$500,000 with the hope of forming a new church development in that area. After ten years with no success in reaching that goal, the Team now recommends sale of the property.

After debate pro and con, Moderator **Holtzclaw** called for a vote on the recommendation that the property be put on the market for sale by the Shepherding Team. The motion failed.

As a result of the debate and failing vote on the recommendation and inquiries from commissioners, Moderator **Holtzclaw** announced that the recommendation would go back to the Shepherding Team for further study of the situation and that an updated report be provided at the February winter meeting of Presbytery.

### **REPORT OF SYNOD OF SOUTH ATLANTIC**

Rev. **Pat Jones** gave an update on Synod happenings. She stated that the emphasis of Synod is to foster relationships of all organizations.

### **REPORT OF MACKAY PRESBYTERIAN MINISTRY**

Elder **Sandra Otero** offered a report on the work of this mission in the community as well as involvement with indigenous women in Mexico.

### **INSTALLATION OF MODERATOR -ELECT AND VICE-MODERATOR ELECT**

General Presbyter **Rebecca Albright** extended **words of appreciation** and a gift to CP **Priscilla Holtzclaw**, outgoing moderator, for her devoted service to the Presbytery.

General Presbyter **Albright** presented Revs. **Mike Fitze** and **Pat Jones** for installation as moderator and vice-moderator in 2026. She and Moderator **Holtzclaw** conducted the installation service.



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

Rev. Jeri Perkins, moderator of the commission, submitted the following report:

1. The Commission on Ministry will conduct the following Triennial Visits in 2025: Beaufort Salem, Belle Isle, Bethel (Walterboro), First (Scots), Hampton, Johns Island, Palmetto, Salem, Harbor View, First Orangeburg, Parkside, Second Presbyterian, and St. Paul, Hollywood,
2. The Response Team to address the concerns at Zion Olivet continues to work alongside the Session. Rev. **Charles Heyward** is moderator and Elder **Cassy Roper** is clerk.
3. The COM and Presbytery have been blessed with an extraordinary pair of well-trained and skilled

Interim Pastors: **Achim Daffin**, Peace; and **Danie DeBeer**, Lowcountry. Rev. **Blake Hawthorne** serves as the 2025 Group Convener. Rev. **Tricia Petravin** has submitted a final report for Harbor View, James Island.

4. The COM receives monthly liaison reports from six pastor nominating committees: Harbor View, Zion Olivet, Lowcountry, Westminster, Mt. Pleasant, and First, Hilton Head. Peace has extended a call to Rev. **Sarah Shute**, who will arrive in February.
5. The Installation Commission for Rev. **Herbie Miller** consisted of Revs. **Becky Albright**, **Terri Wetherell**, **Timothy Scoonover**, **Spike Coleman**, and ruling elders **Cassandra Roper**, **Mary Porter**, **Skip Norris**. The service was held at the Palmetto Presbyterian October 12. Rev. **Steve Souther** will serve as COM liaison (**APPENDIX 9**).
6. The COM continues to reach out to honorably retired pastors, members-at-large, and those in validated ministries with calls, contacts, and cards.
7. The COM maintains an updated pulpit supply list on the website.
8. The COM adopted a new Terms of Call report form for pastors and educators and on the website.
9. The COM read the second set of 2024 session minutes books and provided feedback to clerks and pastors.
10. The COM continues to support and connect with Campus Ministry partners Empow-Her and Journey.
11. The COM conducts exit interviews with each departing pastor and the session in order to bring closure and to assist with any issues that could hinder the success of the next installed pastor.
12. The COM will conduct an exit interview with Rev. **Bart Edwards** and the Session of Mt. Pleasant Presbyterian.
13. The COM receive the Terms of Dissolution between First, Orangeburg, and Rev. **Clark Remsburg**, effective Nov. 28, 2025. Rev. **Lawrence Peebles** will moderate Session and provide some supply preaching.
14. The COM endorsed four new students for the Commissioned Pastor Track of the SC5 School of Theology: **Lindy Coleman**, **Titolola Bligen**, **Audrey Dawson**, **Janie Bruce**.
15. The COM asks that 2026 Terms of Call be in no later than February 1. The COM recommends that churches consider a 3% cost-of-living increase for 2026 for pastors and church educators.
16. Six graduates of the SC5 School of Theology have offered to be examined and commissioned to Presbytery to help when churches are vacant and need a pastor to preach, celebrate the Sacraments, and conduct a wedding or funeral. They are in the process of being examined by the Examinations Committee to be commissioned at-large to Presbytery.
17. The COM Administration Sub-committee continues to review and update the policies and procedures to Presbytery.
18. The COM unanimously granted the request of the Bethel, Johns Island Session for a waiver to allow the current elders/deacons/trustees to serve another three-year term, ending in 2028.
19. The quarterly meeting of commissioned pastors was held October 21, 2025.
20. Rev. **Doug Blakely** will serve the Williston church as stated supply.
21. The report of the Mackay Presbyterian Mission and a Minutes for Mission will be presented by **Sandra Otero-Agosto**.

### **RESOLUTION OF THANKS**

Moderator **Holtzclaw** offered words of appreciation for the host church, the music, the worship service, the work of committees and commissions for this meeting.

### **BENEDICTION AND ADJOURNMENT**

Rev. **Mike Fitze**, Moderator-elect, offered the closing prayer, the blessing on the meal to follow, and pronounced the benediction at 12:20 p.m.

*Rebecca D. Albright*

**Rebecca D. Albright**, Associate Stated Clerk

*Janis K. Blocker*

**Janis K. Blocker**, Recording Clerk

## APPENDICES

1. Attendance report
2. Session minutes report
3. Slate of committee appointments and GA nominations
4. Overtures to the 227<sup>th</sup> GA
5. Investment policy
6. Asset accounts
7. 2026 Budget
8. Officer Training/Preparation for Service Standards
9. Minutes of Installation Commission for Rev. **Herbert Miller**

Churches	Teaching Elder(s)	Present	Excused	Absent	Churches	Commissioner(s)	Present	Excused	Absent
Aimwell	Perry Griffin	X			Aimwell	Clyde Harrison			
Attendale			X		Attendale	Commissioner		X	
Beaufort-Salem	Reggie Simmons	X			Beaufort-Salem				
Belle Isle	Steve Souther	X			Belle Isle	Commissioner		X	
Bethel, Johns Island			X		Bethel, Johns Island	Nathaniel Robinson	X		
Bethel, Walterboro	Henry Meeuwse	X			Bethel, Walterboro	Elizabeth Steadman	X		
Dorchester	Jeff Kackley		X		Dorchester	Michele Jones	X		
	Zach Bragg		X						
Edisto PC	Charles Heyward			X	Edisto PC				X
Estill			X		Estill	Commissioner		X	
First (Scots)	Holton Siegling	X			First (Scots)	Betsy Martin	X		
	Peter Sutton			X		Brenda Dukes	X		
	James Rogers	X				Harvey Mason	X		
	Mary Robinson		X						
First, Beaufort	Patrick Perryman	X			First, Beaufort	Roxanne Cheney	X		
First, Hilton Head	Will Robinson	X			First, Hilton Head	Jean Vahey	X		
	Elizabeth Johnson	X				Paul Cale	X		
						Judy Pizzuti	X		
First, Moncks Corner	Timothy Scoonover	X			First, Moncks Corner	Rin Page	X		
	Bo Hamilton	X							
First, Orangeburg	Clark Remsburg	X			First, Orangeburg				
Hampton			X		Hampton	Commissioner		X	
Harbor View	Scott Graule	X			Harbor View				
	Tricia Petraven	X							
Harmony			X		Harmony	Commissioner		X	
Hebron Zion	Pat Jones		X		Hebron Zion	Carletta Mustafaa	X		
Hopewell	Perry Griffin	X			Hopewell	Terri Chapman	X		
James Island	Barrett Payne	X			James Island	Emily Scruggs	X		
	Terri Wetherell	X							
Johns Island	Jeri Parris-Perkins	X			Johns Island	Cole Cottingham	X		
	Skip Grooms	X				Evie Baslow	X		
Lowcountry	David Johnson		X		Lowcountry				X
Mt Pleasant	Nicole Abdnour	X			Mt Pleasant	Jim Deavor	X		
						Susan Mellichamp	X		
						Harry Olsen	X		
New Wappetaw	Mike Fitze	X			New Wappetaw	Mary Duke	X		
Palmetto	Herbie Miller			X	Palmetto				
Parkside	Colin Kerr	X			Parkside				
	Erin Kerr			X					

PC on Edisto	Ashley Sanders	X			PC on Edisto	Dawn Rizer	X		
Peace	Achim Daffin	X			Peace	Susan Bagwell	X		
Providence	Bill Ward		X		Providence				
Salem, Wadmalaw			X		Salem, Wadmalaw	Brad Dickerson	X		
Santee	Doug Richardson	X			Santee	Terri Hutchinson	X		
Sea Island, Beaufort	Steve Keeler			X	Sea Island, Beaufor	Mark McCain	X		
	Richard Norris	x				Hugh Gouldthorpe	X		
Second	Cress Darwin	x			Second	Laura Ott	X		
						Zach Lord	X		
St Andrew's, Chas	Spike Coleman	x			St Andrew's, Chas	Darlene Moomau	X		
St Andrews, Johns Island	Eugene Richardson	X			St Andrews, Johns Is	Marilyn Drayton			
St James, Chas	Brian Henderson		X		St James, Chas	Mae Lucas	X		
	CeCe Armstrong		X			Cassandra Roper	X		
St Luke, Orangeburg	Karey Poinsette	X			St Luke, Orangeburg	Tracey Scoville	X		
St Paul, Hollywood	Isaac Moore	X			St Paul, Hollywood	Dashonde Brown Van Dyke	X		
						Marsha Aleem	X		
Summerville	Anita Herbert	X			Summerville	Zachary Storti	X		
	Ralph Herbert			x		Kristi Selander	X		
Sunrise	Vance Polley	x			Sunrise			X	
Wallingford	Alexander Porter	X			Wallingford	Clifford Jenkins	X		
Westminster	Daniel Smoak	X			Westminster	Mary McAbee			
	Priscilla Holtzclaw	X				Allyn Bruce	X		
Williston	Doug Blaikie			X	Williston				X
Yeamans Park	Cameron Smith		X		Yeamans Park	Barbara Freeman	X		
Zion Olivet	Alexander Porter	X			Zion Olivet	Isabell DuBose	X		
						Josephine Youngblood	X		
						Dana Wilson	X		
Roper St Francis Health	Cat Parler		X						
The Village at Summerville	Stephen Wilkins	X							
<b>Retired Members</b>	<b>Ministers</b>	<b>Present</b>							
	Daffin, Achim	X							
	Eads, Al	X							
	Hart, Garland	X							
	Hawthorne, Blake	X							
	McLeod, Cliff	X							
	Miller, Jim	X							
	Peebles, Lawrence	X							

<b>Commissioned Pastors</b>	<b>Names</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>					
Beaufort Salem	Reggie Simmons	X							
First (Scots)	Mary Robinson		X						
First, Moncks Corner	Bo Hamilton	X							
Harbor View	Scott Graule	X							
Johns Island	Skip Grooms	X							
Mt Pleasant	Ellen Creed Branham	X							
Church of the Arts	Martha Feil	X							
Palmetto	Ralph Wetherell			X					
Sea Island	Richard Norris	X							
St James	Ray Whaley			X					
<b>Ministers at Large</b>		<b>Present</b>	<b>Excused</b>	<b>Absent</b>					
Blackwelder, Dorothy			X						
Blackwelder, Russ			X						
Williams-Berkes, Layton			X						
Kreutzer, Bruce		X							
<b>Committee Chairs</b>	<b>Names</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>					
Holtzclaw, Priscilla	CAP Moderator	X							
Fitze, Mike	CAP Vice-Moderator	X							
Spivey, Rick	PDAC Moderator	X							
Martin, Hank	STOMT Moderator	X							
Jones, Patricia	CPM Moderator		X						
Parris-Perkins, Jeri	COM Moderator	X							
Edwards, Bart	COR Moderator			X					
Whaley, Irene	Property Moderator		X						
Henderson, Brian	Nurture Moderator		X						
<b>Presbytery Staff</b>	<b>Names</b>	<b>Present</b>	<b>Excused</b>	<b>Absent</b>					
Becky Albright	GP/PtP	X							
David Yandle	Stated Clerk	X							
Janie Bruce	Youth Director	X							
Janis Blocker	Recording Clerk	X							
Michele Jones	Office Administrator	X							
<b>Gen. Ass. / Synod Commissioners</b>		<b>Present</b>	<b>Excused</b>	<b>Absent</b>					
Jackson, Jay		X							
<b>Guests</b>	<b>Organizations</b>								
Byrd, Catherine		X							

Ficklin, Margaret		x									
James, Mary Catherine		x									
O'Neill, Liz		x									
Porter, Mary		X									
Prioleau, Karen		x									
Remsburg, Marilyn		x									
Wilson, Dana		x									
Youngblood, Josephine		x									

**First Half Churches – 2024**  
**Updated 27 Oct 25**

<b>Church</b>	<b>Date Ltr Sent</b>	<b>With Exception</b>	<b>Without Exception</b>
Aimwell	8 Apr	X	
Allendale	24 Apr	X	
Edisto	17 Jul	X	
Estill			
First Beaufort	22 Apr		X
First Hilton Head	18 Jun		X
First Scots	18 Jun	X	
Hampton			
Harbor View	22 Apr	X	
Harmony			
Hopewell	17 Jul		X
James Island	17 Jul	X	
Lowcountry	8 Apr	X	
PC on Edisto	23 Apr		X
Peace	23 Apr		X
Providence	18 Jun	X	
Sea Island			
St. Andrews - Chas	14 Oct	X	
St. James	3 Jul	X	
Wallingford	18 Jun	X	
Yeaman's Park	8 Apr		X
Zion Olivet	18 Jun	X	

SC / Session Minutes Tracking Log

ATTACHMENT 1

STATE CLERK'S REPORT

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**Second Half Churches - 2024**  
**Updated 27 Oct 25**

<b>Church</b>	<b>Date Ltr Sent</b>	<b>With Exception</b>	<b>Without Exception</b>
Aimwell	8 Apr	X	
Beaufort Salem			
Belle Isle	14 Oct	X	
Bethel – Johns Island			
Bethel – Walterboro	14 Oct		X
Dorchester	14 Oct	X	
First Moncks Corner			
First Orangeburg	14 Oct	X	
Hebron Zion	14 Oct		X
Johns Island	21 Apr		X
Mt. Pleasant	14 Oct		X
New Wappetaw			
Palmetto	14 Oct		X
Salem – Johns Island	14 Oct		X
Sea Island			
Second	8 Apr	X	
St. Andrews – Johns Island	14 Oct	X	
St. Luke			
St. Paul			
Summerville	14 Oct		X
Sunrise			
Westminster	14 Oct	X	
Williston	29 Oct	X	

SC / Session Minutes Tracking Log

ATTACHMENT 1 STATE CLERKS REPORT <sup>87 of 113</sup>

**Committee on Representation  
Report to the Fall 2025 Stated Meeting of  
Charleston Atlantic Presbytery**

**Information:**

The Committee on Representation of Charleston Atlantic Presbytery has met via Zoom and email throughout the fall of 2025 to develop a slate of nominees to serve CAP in 2026.

**Actions and Recommendations:**

**Part 1)** To elect the following people to serve on the Charleston Atlantic Presbytery ministry teams as indicated below. Demographic information is included for reference purposes.

**Part 2)** To present a slate of Commissioners to the 227<sup>th</sup> General Assembly in June 2026. Your packet contains recommendations and Bios. We will vote by ballot.

		NAME	Class	CHURCH	Neighbor-hood	OFFICE	Ethnicity	Gender
<b>Commission on Ministry</b>	1	Alex Porter	2026/1	Wallingford	F	TE	AA	M
	2	Evelyn White	2026/2	Zion Olivet	F	RE	AA	F
	3	Marilyn Muckenfuss	2026/2	James Island	E	RE	W	F
	4	Steve Souther	2026/2	HR	A	TE	W	M
	5	Bo Hamilton	2026/2	HR	A	CRE	W	M
	6	Clark Remsburg	2027/1	FPC-Orangeburg	C	TE	W	M
	7	Mary Porter	2027/2	St. Paul	E	RE	AA	F
	8	Carolyn Heyward	2027/2	HR	E	TE	AA	F
	9	Bob White	2027/1	FPC-HHI	D	RE	W	M
	10	CeCe Armstrong	2027/2	St. James	E	TE	AA	F
	11	Dwight Frierson	2027/2	First Orangeburg	C	RE	W	M
	12	Jeri Perkins	2028/2	Johns Island	E	TE	W	F

	13	Peter Jones	2025/1	Dorchester Presbyterian	E	RE	W	M
	14	Arta Mae Freeman-Smith	2028/2	Bethel - JI		RE	AA	F
	15	Mary Robinson	2028/1	First Scots	F	CRE	W	F
	16	Laura Ott	2028/1	Second Pres		RE	W	F
	17	Doug Blaikie	2028/1	Williston		TE	W	M
	18	Blake Hawthorne	2026/1	HR	B	TE	W	M
<b>Trustees</b>	1	Jesse Dove	2030	Dorchester	A	RE	W	M
	2	LeRoy Hutchinson	2026	First Scots	F	RE	W	M
	3	Skip Norris	2027	James Island	E	RE	W	M
	4	Pam Freeman	2028	Wallingford	F	RE	AA	F
	5	Isaac Moore	2029	St. Pauls	E	TE	AA	M
<b>PJC: Permanent</b>	1	Steve Souther	2027	HR	A	TE	W	M
<b>Judicial</b>	2	Alan Rousseau	2027	St. Andrews Chas.	F	RE	AA	M
	3	Clark Remsburg	2029	First Orangeburg	C	TE	W	M
	4	Janie Bruce	2029	Westminster	F	RE	W	F
	5	Cat Parlor	2029	At Large		TE	W	F
	6	Elizabeth Amory	2027	MPPC	B	TE	W	F

	7	Dorothy Blackwelder	2031	At Large		TE	W	F
	8	Jim Miller	2031	HR		TE	W	M
	9	Brian Henderson	2031	St. James		TE	AA	M
	10	James Wetherholtz	2031	James Island	E	RE	W	M
	11	Nancy Bottone	2027	FPC-HHI	D	RE	W	F
	12	Elizabeth Johnson	2029	FPC-HHI	D	TE	W	F
			<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>CPM: Committee on Preparation</b>	1	Colin Kerr	2027/2	Parkside	F	TE	W	M
<b>For Ministry</b>	2	Nicole Abdnour	2028/1	MPPC		TE	W	F
	3	Layton Williams	2027/2	At Large		TE	W	F
	4	Patrick Perryman	2027/1	FPC- Beaufort	D	TE	W	M
	5	Eugene Richardson	2027/1	St. Andrews-JI	E	RE	AA	M
	6	Karen Cookson	2026/2	Yeamans Park	B	RE	W	F
	7	Elizabeth Johnson	2028/1	First-HHI	D	TE	W	F
	8	Barrett Payne	2028/1	James Island	E	TE	W	M
	9	Ce Ce Armstrong	2025/1	St. James	E	TE	AA	F
<b>PMT: Property Ministry Team</b>								
	1	Carolyn Lackey	2028/2	Yeaman's Park	B	RE	W	F

	2	Irene Whaley	2028/2	St James	E	RE	AA	F
	3	Gene Richardson	2027/2	St. Andrews JI	E	RE	AA	M
	4	Skip Grooms	2027/1	Johns Island	E	RE	W	M
	5	Isabelle DuBpois	2026/1	Zion Olivet	F	RE	AA	F
	6	Clifford Jenkins	2026/1	Wallingford	B	RE	AA	M
<b>COR: Committee on</b>	1	Martha Feil	2028	Church of the Arts	B	CRE	W	F
<b>Representation</b>	2	Cameron Smith	2028	Yeamons Park	B	TE	W	F
	3	Sherry Roberts	2028	Summerville		RE	AA	F
	4	Bart Edwards	2026	Mount Pleasant	B	TE	W	M
	5	Ethan Van Deventer	2026	Summerville	A	RE	W	M
	6	Margaret Fleming	2026	At Large		TE	W	F
	7	Tricia Petraven	2027	Harbor View	E	TE	W	F
	8	Vance Polly	2027	Sunrise	B	TE	W	M
	9	Charles Whaley	2028	St. James	E	RE	AA	M
<b>Shepherding</b>	1	Jim Deavor	2027/2	Mt. Pleasant	B	RE	W	M
	2	Isaac Moore	2027/1	St. Pauls	E	TE	AA	M
	3	Henry Meeuwse	2027/2	Bethel Walterboro	A	CRE	W	M
	4	Jeff Kackley	2027/1	Dorchester	A	TE	W	M

	5	Steve Keeler	2027/2	Sea Island	D	TE	W	M
	6	Carmen McFadden	2025/1	Zion Olivet	F	RE	AA	F
	7	Dee Bee Wright	2026/2	Westminster	F	RE	W	F
	8	Clarissa Whaley	2026/2	St. James	E	RE	AA	F
	9	Bill Ward	2028/2	Providence	D	TE	W	M
	10	Scott Graule	2027/1	Harbor View	E	CRE	W	M
	11	Terri Wetherell	2026/2	James Island	E	TE	W	F
	12	Perry Griffin	2028/2	Aimwell	A	TE	AA	M
	13	David Yandle		PC on Edisto	Stated Clerk	RE	W	M
<i>ex officio</i>	1				Past	RE		
	2	Priscilla Holtzcaaw		Westminster Presbyterian	Moderator	CP	W	F
	3	Mike Fitze		New Wappetaw	Moderator	TE	W	M
		Pat Jones		Hebron Zion	Vice Moderator	TE	AA	F
	4	Becky Albright		Staff	Presbyter	TE	W	F
	5							
<b>Stewardship of Financial Resources</b>		Stephanie Pritchett	2028/1	James Island	E	RE	W	F
		Achim Daffin	2027/2	At Large		TE	W	M
		Priscilla Holtzclaw	2028/2	Westminster	F	CRE	W	F
		Cheryl Thomas	2028/1	Zion Olivet	F	RE	AA	F

		Tricia Petraven	2026/ 1	Church of Arts	B	TE	W	F
		Clifford Jenkins	2026/ 1	Wallingford	F	RE	AA	M
		Gene Wilkes	2027/ 1	FPC- Orangebur g	C	RE	W	M
		Stephen Wilkens	2026/ 1	Chaplain		TE	W	M
		Sandy Powell	2027/ 2	Palmetto	B	RE	W	F
<i>ex officio</i>		DeeBee Wright, treasurer		Westminst er	F	RE	W	F
<b>Synod Commissioners</b>	1	Achim Daffin	2026/ 1	HR		TE	W	M
	2	Irene Whaley	2027/ 1	St. James	F	RE	AA	F
<b>PDAT</b>			<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Commission</b>	1	Jeneane Ryan	2027/ 2	Sea Island Pres	D	RE	W	F
	2	Scott Graule	2027/ 2	Harborview	E	CRE	C	M
	3	Cat Parler	2028/ 2	Chaplain		TE	W	F
	4	Rick Spivey	2028/ 2	Mt. Pleasant	B	RE	W	M
	5	Spike Coleman	2026/ 1	St Andrews	F	TE	W	M
	6	Mark Johnson	2026/ 1	First Scotts	F	RE	W	M
<b>Service to Others</b>	1	John O'neill	2028/ 1	James Island	F	RE	W	M
	2	Dorothy Knight	2025/ 1	Peace	A	RE	AA	F

3 classes of	3	Bruce Kreutzer	2027/2	HR	C	TE	W	M
2 members	4	Erin Norton	2028/1	Parkside		RE	W	F
for 3 yr terms	5	<u>Jim Miller</u>	2027/1	HR		TE	W	M
	6	Blaine Lotz	2027/1	FPC-HHI	D	RE	W	M

**Part 2)** To present a slate of Commissioners to the 227<sup>th</sup> General Assembly in June 2026. Your packet contains recommendations and Bios. We will vote by ballot.

**Teaching Elders**

Colin Kerr	Parkside Church
Tricia Petraven	Church of the Arts-Park Circle
Pat Jones	Hebron Zion
Elizabeth Johnson	1st HH

**Ruling Elders**

Henry Meeuwse	Bethal Walterboro
Clarissa Whaley	St James
Eugene Richardson	St Andrews JI
Lindy Coleman	Westminster

**YAD**

Maggie Wall	1 <sup>st</sup> Scots
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## APPENDIX 5: Investment Policy

### Charleston Atlantic Presbytery Investment Policy Statement

#### I. Introduction

This investment policy statement (“IPS”) governs the investment management of the restricted and unrestricted assets contained in the Charleston Atlantic Presbytery’s (“CAP” or “Presbytery”) investment portfolio. The responsibility for ensuring the implementation of the policies and guidelines set forth in the policy is delegated by the Presbytery to the Finance Committee. This policy shall serve as a guide to Investment Managers employed to manage assets and to investment consultants employed to advise management and the Finance Committee on investment matters.

#### II. Purpose

The purpose of this Investment Policy Statement (“IPS”) is to summarize the goals, objectives, variables and constraints that will be considered as the investment manager manages the trust’s investment assets. Establishing and using this Investment Policy Statement fosters a disciplined approach to managing the portfolio. Depending on objectives, risk tolerances, and other factors unique to the portfolio. The portfolio will generally include allocations to fixed income, equities and consider other assets classes to build a diversified approach to risk and return. When appropriate, the investment manager will rebalance the portfolio to maintain allocations that are consistent with the Target Allocations and the acceptable tactical ranges set forth later in the document

#### III. Time Horizon / Distribution / Liquidity Requirements

The portfolio is expected to be invested as a perpetual endowment therefore our time horizon exceeds 50 years. The investment manager should anticipate an annual target withdrawal rate of 4% of the portfolio’s value calculated over a rolling average of the previous three years based on the year end value. Adjustments to the withdrawal rate may be made by the Finance Committee. A quarter of this annual amount will be distributed each quarter.

#### IV. Investment Objective

The primary investment objective of the Presbytery will be to provide for long-term growth of assets under its stewardship, with a prudent level of risk given our targeted annualized average return of 8%, net of management fees. This objective shall be accomplished utilizing a diversified strategy of equities, fixed income, and cash equivalents in a flexible mix designed to take advantage of rising markets and mitigate losses in a falling market through the use of diversification, asset selection, and/or manager allocation.

#### V. Asset Allocation Guidelines

Asset Allocation takes into consideration the portfolio’s time horizon, investment objectives, distribution and liquidity requirements and other relevant factors to create a balance between risk and return. Fixed income and lower volatility investments are generally used to generate income and provide stability to the portfolio. Capital growth through equity is also typically used to mitigate the long-term risk of

inflation and provide the opportunity for higher rates of return over the long term. The portfolio's target allocation among fixed income, equity, and cash along with acceptable tactical ranges are as follows:

<b><u>ASSET CLASS</u></b>	<b><u>ACCEPTABLE TACTICAL RANGES</u></b>	<b><u>TARGET</u></b>
EQUITIES	65% - 75%	70%
FIXED INCOME	23% - 33%	28%
CASH	1% - 3%	2%

The Investment Manager will use this target allocation and acceptable tactical ranges to manage the portfolio. The investment manager may change allocations among Asset Classes consistent with the ranges and target allocations set forth above. Within each asset class, the investment manager may purchase assets from multiple sub-asset classes. The exact mix of these will vary by each portfolio and will vary over time as our asset allocation guidance changes. For Fixed Income, this may include investments in short duration, core, TIPS, Treasuries and private credit. For Equities, this may include public equities (U.S. and International) and private holdings of equity and real estate. This list may not be all inclusive and is not binding.

## VI. Performance Tracking

The investment performance of the Portfolio will be measured against generally accepted market indexes. The Finance Committee will suggest both a blended benchmark appropriate for the particular strategy of an investment manager and individual benchmarks appropriate for each asset class of the portfolio.

The Presbytery expects that the investment manager will provide performance reports, both gross and net of fees at least quarterly for review by the Finance Committee documenting performance by asset class in various time increments as follows:

Year to date

3 Year annualized

## VII. Adoption Acceptance & Effective Date

Upon the adoption of this policy by Charleston-Atlantic Presbytery, this policy supersedes all previous investment policies except those governing donor restricted accounts.

Adopted by the Finance Committee on September 10, 2025 and approved by Charleston Atlantic Presbytery on November 11, 2025.

## APPENDIX 6: Asset Accounts

The fund numbers below correspond to the account number in the asset section of the Statement of Financial Position. For a definition of the “withdrawal rate” see Investment Policy Statement, section III.

### 3301 Bamburg Fund:

Established by action of presbytery in 2003 pursuant to the closing of the Bamburg Presbyterian church. This Presbytery designated fund is to be used 40% for small congregations of the presbytery, 40% for human care projects, and 20% to be reinvested in principal.

Note: This fund does not fund any budgeted items; therefore, the withdrawals are only made to fulfill specific grant requests.

### 3303 Fellowship Fund

This fund was established through two resolutions passed by Charleston-Atlantic Presbyterian on February 2, 1991 and is a presbytery designated account. The funds came from the closing of the Fellowship Presbyterian Church. According to the designations, \$147 per month in 2025 is to be used for local congregational beneficiaries and increases 3% every year. 80% of the remainder is to go toward New Church Development and 20% of the remainder for mission work within Charleston-Atlantic Presbytery.

Note: The current policy of the Finance Committee is to transfer the funds for New Church Development into the New Church Development Fund and money used for NDC comes from the New Church Development Fund. Because “mission work” is not defined, that 20% goes to the general fund of presbytery.

### 3304 Dorchester 10% Giving Fund

*Note: The Original Document calls this Dorchester Capital Improvement and Emergency Support Grant. The title here is what is listed on the balance sheet.*

Each year The Charleston Atlantic Presbytery will award three to four applied grants, up to \$1,500 maximum per grant, depending on the need and urgency of the grant requests. To maintain a working fund, the awarded grants will be limited to four grants per year. If the

fund dips below the base of \$20,000.00, the number or amount of grants may be reduced. One grant request per year for each church will be considered during the grant process.

Physical location of the money: Operating Account

Notes: As this fund is kept in the operating account, no interest is being credited to the account. This is not a perpetual account and may be drawn down to zero and closed. Part of the Dorchester Challenge was for other churches to fund the account with ten percent of their capital campaigns.

#### 3306 New Church Development

This presbytery designated fund is to be used for new church development projects. This money is to be used for new church development projects and may be spent in its entirety.

Note: This fund is being used to fund the Church of the Arts. In the 2025 budget, this money shows as income on line 4199.1

#### 3307 Legacy Account

This presbytery designated fund was established in 2023 at the direction of the Finance Committee. It originally consisted of the monetary proceeds resulting from the sale of the property related to the Denmark Presbyterian and the Barnwell Presbyterian Church. The proceeds from this fund are to be used to fund the general budget of presbytery. Ordinarily, all future proceeds from church closures will be deposited into this fund.

Note: In the 2025 budget, this money shows as income on line 4199.

#### 3308 Leadership Development Fund

This presbytery designated fund was established by presbytery by combining several smaller funds. It is designed 50% for the Commission on Ministry and 50% for Leadership Expenses.

Physical location of the money: Charles Schwab

Notes: The Finance Committee understands that “Leadership Expenses” means training/continuing education of ministers and staff. Thus, the proceeds of the fund are used to cover lines 6005 and 6006 in the budget. It shows in budget line 4199.

### 3309 Camp Fund

The Camp Fund was established with the proceeds from the sale of Camp Bonnie Doone in 1978. This is a presbytery designated account. Earnings from this account are to be used to fund Presbytery's camp and conference program and children and youth programs in the annual budget.

Note: In the 2025 budget, this money shows as income on line 2199.

### 3311 Building Emergency Repairs

This fund was established by the Finance Committee. This is money set aside for major repairs to the presbytery office building outside that range of the regular budget such as HVAC replacement or hurricane damage. Currently our insurance coverage has a five percent deductible to hurricane damage that equals approximately \$250,000.

Physical location of the money: Presbyterian Investment Loan Program in a ladder of CD's.

As the CD's mature, the money will be moved to a Charles Schwab money market for a

better interest rate so long as such moves do not affect the interest rate of our churches with

PILF loans.

Charleston Atlantic Presbytery - Adopted Budgets & Acutal Expenses						
Last Modified	10/8/25 11:22 AM					
				Approved	Pro-Budget	
		2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget
4100 · Investments & Reserves						
4117 · Other Income	15,317.66	5,000.00	0.00	0.00	8,000.00	
4130 · Rental Income	495.00	5,950.00	17,665.00	10,000.00	20,000.00	
4140 · Unified Mission Giving	609,008.97	574,292.87	633,070.11	620,000.00	620,000.00	
4199 · Income From Net Assets Funds	0.00	0.00	24,600.00	58,030.39	55,100.00	
4199.1 - Net Asset Transfer NCD Funds	145,500.00	121,177.12	50,015.00	60,000.00	91,750.00	
4100 · Investments & Reserves - Other	0.00	4,108.63	0.00	0.00	0.00	
<b>Total Income</b>		<b>710,528.62</b>	<b>725,350.11</b>	<b>748,030.39</b>	<b>794,850.00</b>	
<b>Expenses</b>						
50000 · ACCOUNTABILITY						
5000 · Staff						
5100 · General Presbyter - Salary	71,150.16	0.00	18,000.00	18,540.00	20,392.20	
5102 · Housing Allowance	35,442.72	0.00	43,200.00	43,200.00	43,200.00	
5103 · Utilities Allowance	11,242.46	0.00	0.00	0.00	0.00	
5104 · SECA Tax	8,688.00	0.00	4,699.92	5,000.00	5,000.00	
5101 · GP Expense Allowance	3,285.34	0.00	5,326.02	10,000.00	10,000.00	
Bridge General Presbyter		4,125.00	0.00	0.00	0.00	
Travel/Expenses		2,103.74	0.00	0.00	0.00	
Bridge Presbyter Housing		36,000.00	0.00	0.00	0.00	
5114 · Youth Director	12,421.68	13,165.92	13,588.08	14,063.58	16,899.58	
5114.1 · Youth Director SS - Tax		0.00	1,692.92	1,075.86	1,292.81	
5114.2 · Youth Director BOP		0.00	0.00	0.00	0.00	
5111 · Expense Allowance		0.00	0.00	0.00	0.00	
5120 · Asso. Congregational Nurture & S	65,635.68	69,573.12	70,700.08	74,313.00	10,000.00	
5120.1 · Asso. Cong. Nurture - SS Tax		0.00	5,316.75	5,684.94	765.00	
5120.2 · Asso. Cong Nurture - BOP		0.00	21,340.44	22,309.25	0.00	
5121 · Cong Nurture Travel & Allowance	258.02	0.00	546.54	1,000.00	0.00	
5125 · Consultant for NCD/Transform	13,500.00	0.00	0.00	0.00	0.00	
5140 · Director of Communications (PT)	13,117.20	15,090.58	13,999.92	14,490.00	14,924.70	
5140.1 · Director of Comm. SS Tax		0.00	1,073.55	1,108.48	1,141.74	
5140.2 · Director of Comm. BOP		0.00	0.00	0.00	0.00	
5141 · Dir of Comm Expense Allowan	0.00	0.00	0.00	0.00	0.00	
5142 · Treasurer	4,000.06	0.00	0.00	0.00	0.00	
5145 · Office Administrator	38,070.00	40,734.90	42,039.12	43,510.37	44,815.67	

						Approved	Pro-Budget
		2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget	
5145.1 - Administrator - SS Tax			0.00	1,390.25	3,316.35	3,428.40	
5145.2 . Administrator - BOP			0.00	18,820.20	19,239.25	19,949.78	
5160 · Stated Clerk	25,214.40	27,101.40	25,999.92	30,000.00	30,900.00		
5160.1 . Stated Clerk - SS - Tax			0.00	1,989.00	2,295.00	2,363.85	
5160.2 . Stated Clerk BOP			0.00	0.00	0.00	0.00	
5161 · Stated Clerk Expense Allowan	99.39	0.00	0.00	0.00	0.00	0.00	
	New Stated Clerk		0.00	0.00	0.00	0.00	
5165 · Finance Administrator (Bookkeeper)	20,984.41	22,259.87	23,677.19	26,148.76	26,933.22		
5165.1 . Finance Admin. SS - Tax			0.00	2,780.38	2,000.38	2,060.40	
5165.2 . Finance Admin - BOP			0.00	0.00	0.00	0.00	
5175 · Recording Clerk	2,227.50	2,387.40	2,650.00	2,650.00	2,650.00		
5180 · Facilities Manager		0.00	12,870.00	14,531.40	14,967.34		
	5180.1. Facilities Manager Taxes.	0.00	955.74	1,111.65	1,145.00		
5190 · Pensions, Ins & Soc Sec	96,520.09	52,588.71	0.00	0.00	0.00		
5239 · Staff Travel	4,218.16	569.37	1,383.07	3,600.00	3,550.00		
Total 5000 · Staff	426,075.27	285,700.07	334,039.09	359,188.27	276,379.69		
50001 · Shepherding Ministry Team Exp							
5245 · Shepherding Team Expenses	0.00	375.83	480.00	730.00	730.00		
5245.5 · Shepherding Team Credit							
Total 50001 · Shepherding Ministry Team Exp	0.00	375.83	480.00	730.00	730.00		
5220 · Office Expenses							
5200 · Payroll Expenses	355.25	297.50	1,935.70	2,000.00	2,000.00		
5221 · Building Maintenance	22,409.21	28,301.72	9,289.53	27,300.00	27,300.00		
5249 . Property Team Expenses			0.00	250.00	250.00		
5222 · Equipment/Maintenance	1,327.31	1,853.12	4,332.02	4,462.50	4,462.00		
5223 · Janitor Service	2,730.00	4,800.00	5,600.00	4,350.00	4,350.00		
5225 · Postage	1,328.16	1,082.67	1,260.68	1,650.00	1,650.00		
5226 · Supplies/Printing	629.43	5,295.29	8,944.91	4,000.00	4,000.00		
5227 · Telephone	11,224.73	11,497.41	9,781.72	7,000.00	7,000.00		
5228 · Utilities	12,861.41	11,943.86	12,971.37	17,000.00	17,000.00		
5229 · Yard Maintenance	5,900.00	4,450.00	2,950.00	6,000.00	6,000.00		
5230 · Bank Service Charges	251.62	245.72	158.43	300.00	300.00		
Total 5220 · Office Expenses	59,054.79	69,767.29	57,224.36	74,312.50	74,312.00		
5235 · General Expenses			101 of 113				

						Approved	Pro-Budget
		2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget	
5236 · Fellowship Mission		1,572.24	1,619.40	1,667.88	1,550.00	1,550.00	
5237 · Presbytery Insurance		30,934.40	38,561.85	31,910.40	43,776.00	49,467.00	
5238 · Staff Training		1,418.34	1,919.89	100.00	2,250.00	2,250.00	
5240 · Commissioners to GA		463.07	1,187.58	4,790.38	2,250.00	5,000.00	
5246 · Audit		0.00	14,200.00	19,400.00	12,000.00	7,000.00	
5250 · Presbytery Technology		30,340.96	26,050.67	33,437.72	25,000.00	25,000.00	
6143 · County Fees/Taxes		1,993.88	1,002.86	1,200.00	2,200.00	2,200.00	
6145 · Search Committee Expenses		0.00	6408.87	103.82	0.00	0.00	
6144 · Family Leave		0.00	0.00	0.00	4,000.00	4,000.00	
5235 · General Expenses - Other		0.00	0.00	0.00	0.00	0.00	
Total 5235 · General Expenses		70,901.05	84,542.25	92,610.20	93,026.00	96,467.00	
5300 · Ministry Team Expenses							
6130 · NC Development/Redevelopment							
6135 · Parkside NCD		102,400.00	111,920.00	40,000.00	0.00	0.00	
6136 PC of the ARTS NCD				0.00	60,000.00	91,750.00	
5400 · Cane Bay New Church Development							
6134 · Cane Bay NCD		57,269.03	36,781.97	1,500.00	1,500.00	1,500.00	
5500 · Strategy Ministry Team							
5248 · Presbytery Meetings		1,567.26	1,419.91	1,905.96	2,000.00	2,044.00	
Presbytery Meetings Credit							
Total 5500 · Strategy Ministry Team		1,567.26	1,419.91	1,905.96	2,000.00	2,044.00	
<b>Total 50000 · ACCOUNTABILITY</b>		<b>712,754.67</b>	<b>590,507.32</b>	<b>549,153.12</b>	<b>530,756.77</b>	<b>543,182.69</b>	
60000 · Nurture							
6000 · Commission on Ministry							
6003.1 · CAP Background Checks		0.00	0.00	239.88	1,000.00	750.00	
6004 · Judicial Procedures		239.43	0.00	548.40	2,000.00	2,000.00	
6005 · Pastoral Support System		1,319.62	1,575.41	194.47	4,000.00	4,000.00	
6006 · Professional Development		573.97	95.00	3,384.92	11,000.00	11,000.00	
6006.2 · Lay School			17,286.35	4,438.50	500.00	500.00	
6002.22 · Lay School Donations			(18,732.24)				
6007 · Commission Expenses		2,133.02	0.00	1,721.80	4,000.00	4,000.00	
6115 · CAP PDAC		0.00	0.00	808.96	1,200.00	1,200.00	
6115.5 · CAP PDAC		0.00	0.00	0.00		0.00	
6252 · MacKay Presbyterian Mission		15,400.00	14,200.71	14,026.03	14,900.00	14,900.00	
Total 6000 · Commission on Ministry		19,666.04	14,425.12	25,123.08	38,600.00	38,350.00	

						Approved	Pro-Budget
		2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget	
6050 · Committee on Prep for Ministry							
6001 · Candidates Eval & Scholarship		0.00	1,484.34	375.00	1,500.00	1,500.00	
6002 · Candidate Workshop Expense		165.60	0.00	0.00	600.00	600.00	
6009 · Ministry Team Expense		0.00	382.83	248.42	0.00	0.00	
Total 6050 · Committee on Prep for Ministry		165.60	1,867.17	623.42	2,100.00	2,100.00	
6270 · Nurture Ministry Team							
6112 . Evangelism		0.00	0.00	0.00	1,000.00	1,000.00	
6113 · Small Church Network		0.00	600.00	200.00	1,000.00	1,000.00	
6152 · Leader Development		561.82	485.75	633.12	1,000.00	0.00	
6155 · Resource Center		605.54	2,091.60	620.92	1,500.00	1,500.00	
Total 6270 · Nurture Ministry Team		1,167.36	3,177.35	1,454.04	4,500.00	3,500.00	
6280 · Spiritual Formation of all ages							
6012 · Adult Ministry		0.00	0.00	0.00	300.00	300.00	
6162 · S.T.E.P.S.		3,912.86	4,606.58	8,178.77	5,500.00	5,500.00	
6205 · Children's Ministry		21.75	0.00	0.00	500.00	500.00	
6206 · Middle School Ministry		3,083.91	3,172.53	657.07	3,000.00	3,000.00	
6208 · High School Ministry		3,753.22	10,208.88	5,180.55	3,000.00	3,000.00	
6209 · Youth Triennium		0.00	0.00	0.00	3,000.00	0.00	
Total 6280 · Spiritual Formation of all ages		10,771.74	17,987.99	14,016.39	15,300.00	12,300.00	
<b>Total 60000 · NURTURE</b>		<b>33,903.76</b>	<b>37,457.74</b>	<b>41,216.93</b>	<b>60,500.00</b>	<b>56,250.00</b>	
70000 · SERVICE TO OTHERS							
6301 · CAP - General Assembly		6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
6302 · Per Capita - GA (*See Below Note)		54,999.96	60,000.00	75,120.00	92,000.00	123,000.00	
Total 6300 · GENERAL ASSEMBLY		60,999.96	66,000.00	81,120.00	98,000.00	129,000.00	
6351 · SYNOD Mission Budgeted		5,000.00	5,000.00	5,000.00	3,750.00	3,750.00	
6350 · Synod Per Cap. (*See Below Note)		16,000.00	19,000.00	19,000.00	20,250.00	20,000.00	
Total 6350 · SYNOD OF SOUTH ATLANTIC		21,000.00	24,000.00	24,000.00	24,000.00	23,750.00	
Total 6305 · COUNCIL GIVING		81,999.96	90,000.00	105,120.00	122,000.00	152,750.00	
6400 · INSTITUTIONS							
6202 · Bethelwoods C & C Center		24,999.96	24,999.96	24,000.00	21,000.00	21,000.00	
SC Inn and Conference Center		2,000.00	2,000.00	1,700.00	1,700.00	5,000.00	
Total 6400 · INSTITUTIONS		26,999.96	26,999.96	25,700.00	22,700.00	26,000.00	

				Approved		Pro-Budget
		2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget
6500 · SERVICE MINISTRY TEAM						
6246 Campus Ministry		15,520.75	14,899.92	12,000.00	12,000.00	12,000.00
Total 6240 · Compassion Partnerships		15,520.75	14,899.92	12,000.00	12,000.00	12,000.00
6250 · Global Missions						
6251.5 · Global Mission Support Credit			(4,000.00)			0.00
6251 · Global Mission Project Sup. - O		0.00	5,600.00	0.00	2,500.00	2,500.00
Total 6250 · Global Missions		0.00	1,600.00	0.00		
Total 6500 · SERVICE MINISTRY TEAM		15,520.75	16,499.92	0.00	2,500.00	2,500.00
6260 · Justice Issues						
6230-Local Missions		0.00	0.00	300.00	300.00	300.00
6261-Black Presbyterian Caucus		250.00	1,250.00	250.00	300.00	300.00
6261.1- National Black Caucus		0.00	2,500.00	0.00	0.00	1,000.00
6262-Justice issues Prog & Projects		0.00	0.00	0.00	500.00	500.00
6264-Self Development of People		0.00	0.00	0.00	50.00	50.00
6265 Ministry Team Expenses		0.00	0.00	0.00	0.00	0.00
<b>Total 6260 · Justice Issues</b>		250.00	1,250.00	550.00	900.00	2,150.00
<b>Total 70000 · SERVICE TO OTHERS</b>		<b>131,188.17</b>	<b>134,749.88</b>	<b>143,370.00</b>	<b>160,100.00</b>	<b>195,400.00</b>
<b>Total Expense</b>		<b>858,180.56</b>	<b>762,714.94</b>	<b>732,648.12</b>	<b>751,356.77</b>	<b>794,832.69</b>
<b>Net Income</b>		<b>(\$83,408.93)</b>	<b>(\$52,186.32)</b>	<b>(\$22,849.12)</b>	<b>(\$3,326.38)</b>	<b>\$17.31</b>

**Officer Training for the  
Churches of  
Charleston Atlantic Presbytery**

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**1. *Introduction.***

Shared leadership is foundational to the mission and ministry of the church. Electing, preparing, equipping, and examining leaders for ministry is mandated by the Book of Order and faithful practice for healthy churches. In Triennial Visits, the Commission on Ministry reviews each church's practices for officer training, and this document describes the basic standards for preparation for ordered ministry in the churches of Charleston Atlantic Presbytery.

**2. *Officer Elections.***

Elections shall follow the procedures outlined in the Book of Order.

*Ruling elders and deacons are men and women elected by the congregation from among its members. The nomination and election of ruling elders and deacons shall express the rich diversity of the congregation's membership and shall guarantee participation and inclusiveness (F-1.0403). Ruling elders and deacons shall be nominated by a committee elected by the congregation, drawn from and representative of its membership. Congregations may provide by their own rule for a congregational nominating committee. The rule shall meet the following criteria: (1) the minimum size of the committee as specified in the rule shall be at least three persons; (2) at least one member of the committee shall be an elder currently serving on session; and (3) a majority of those persons on the committee who are eligible to vote shall consist of persons not currently serving on session. The pastor shall serve ex officio and without vote. When elections are held, full opportunity shall always be given to the congregation for nomination from the floor of the congregational meeting by any active member of the congregation. A majority of all the active members present and voting shall be required to elect. G-2.0401*

**3. *Preparation for Service***

The Book of Order mandates a period of training. This training is essential in familiarizing candidates with the expectations of service in the office to which they have been called.

*When persons have been elected to the ordered ministry of ruling elder or deacon, the session shall provide a period of study and preparation... G-2.0402*

The following is a non-exhaustive list of topics (with references where applicable) that should be covered in officer training.

I. Personal Faith and Calling

II. The place and understanding of Scripture in the Reformed Tradition

III. The PCUSA Constitution

A. The Book of Order

1. Foundations of Presbyterian Polity

a. Mission of the Church

- i. Christ is Head of the Church [F-1.0201]
- ii. The Notes of the Reformed Church [F-1.0303]
- iii. The Great Ends of the Church [F-1.0304]

b. Historic Principles of Church Order

- i. God alone is Lord of the conscience [F-3.0101a]
- ii. Mutual forbearance [F-3.0105]
- iii. Governed by presbyters [F-3.0202]
- iv. Gathered in councils [F-3.0203]
- v. Seek and represent the will of Christ [F-3.0204]
- vi. Decision by majority vote [F-3.0205]

2. Form of Government

a. The Congregation

- i. Entry into membership [G-1.0303]
- ii. The ministry of members [G-1.0304]
- iii. Categories of membership [G-1.04]
- iv. Meetings of the congregation
  - (1). Annual and special [G-1.0502]
  - (2). Who can vote [G-1.0502]
  - (3). Business that can be considered [G-1.0504]

(4). Moderator [G-1.0505]

(5). Secretary [G-1.0506]

b. Ordered Ministries

i. Freedom of conscience [G-2.0105 and footnote]

ii. Nominating committee [G-2.0401]

iii. Preparation for officers-elect [G-2.0402]

iv. Terms of service [G-2.0404]Councils of the Church

v. Four councils [G-3.0101]

vi. Officers: moderator, clerk [G-3.0104]

vii. Committees and commissions [G-3.0109]

viii. Composition of the session – moderator can vote [G-3.0201]

(1) Installed pastor and associates [G-3.0201]

(2) Pastor as moderator or assigned by presbytery [G-3.0104]

ix. The session has governing responsibility for the congregation [G-3.0201]

x. Responsibilities of the Session

(1). Relations with other councils [G-3.0202]

(2). Elect commissioners to presbytery

(3). Submission of statistical report

xi. Meet at least quarterly [G-3.0203]

xii. Calling special meetings and limitations of business [G-3.0203]

Maintenance of membership rolls [G-3.0204]

Financial responsibilities [G-3.0205]

(1) Approval of budget and distribution of benevolences

(2) Election of a treasurer

xiii. Serve as trustees unless provided otherwise [G-4.0102]

3. Directory for Worship

a. Session responsibilities

i. Time, place, arrangement of space, etc. [W-2.0303]

ii. Authorizing baptisms [W-3.0403]

- iii. Authorizing the celebration of the Lord's Supper [W-3.0410]
- iv. Authorizing weddings on the church property [W-4.0604]
- b. Responsibilities of the pastor [W-2.0304]
- c. Shared responsibilities [W-2.0305]
- 4. Church Discipline
  - a. Power vested in Christ's Church [D-1.01]
  - b. Church discipline defined [D-1.0201]
  - c. Purpose [D-1.0301]
  - d. Role of councils in discipline [D-2.0102]
  - e. Remedial Process [D-2.0201 and D-2.0202]
  - f. Disciplinary Process [D-2.0301 and D-2.0302]
  - g. Anytime any disciplinary action might come into play, contact the stated clerk of CAP!!!!

## B. The Book of Confessions

- 1. Particularly described in chapter 2 in the Foundations of Presbyterian Polity section of the Book of Order.
  - a. The Purpose of the Confessions [F-2.01]
  - b. *Ecclesia reformata semper reformanda...* [F-2.02]
  - c. Protestant watchwords [F-2.04]
  - d. Great themes of the Reformation tradition [F-2.05]
- 2. Familiarization with the contents of the Book of Confessions and how to use the Book of Confessions for study.

## IV. The duties of officers as outlined in the Book of Order.

- A. Deacons - ministry of compassion, witness, and service [G-2.0201]
- B. Ruling Elders [G-2.0301]
  - 1. Measure fidelity to the Word of God
  - 2. Exercise leadership, government, and spiritual discernment
  - 3. Responsible for the life of the congregation, the whole church, and ecumenical relationships
  - 4. Serve as commissioners to higher councils

## V. The organization of ministry in a particular congregation

- A. Manual of Administrative Operation

## B. Congregational By-laws

### VI. The questions for ordination [W-4.0404]

#### **4. Examination by the Session.**

Training culminates in an examination, by Session, to discern calling and fitness for service. *Examinations should be thorough and may take place in various forms and formats.*

Two places (G-2.0104b and G-2.0402) in the Book of Order give guidelines for the examinations:

*Standards for ordained service reflect the church's desire to submit joyfully to the Lordship of Jesus Christ in all aspects of life (F-1.02). The council responsible for ordination and/or installation (G-2.0402; G-2.0607; G-3.0306) shall examine each candidate's calling, gifts, preparation, and suitability for the responsibilities of ordered ministry. The examination shall include, but not be limited to, a determination of the candidate's ability and commitment to fulfill all requirements as expressed in the constitutional questions for ordination and installation (W-4.0404), the Historic Principles of Church Order (F-3.01), and in the principles of participation and representation found in F-1.0403. Councils shall be guided by Scripture and the confessions in applying standards to individual candidates. G-2.0104b*

*...after which the session shall examine them as to their personal faith; knowledge of the doctrine, government, and discipline contained in the Constitution of the church; and the duties of the ministry. The session shall also confer with them as to their willingness to undertake the ministry appropriate to the order. If the examination is approved, the session shall appoint a day for the service of ordination and installation. G-2.0402*

## **5. *Ordination and Installation.***

The Book of Order describes the service of ordination and installation.

*The service of ordination and installation shall focus upon Christ and the joy and responsibility of serving him through the mission and ministry of the church, and shall include a sermon appropriate to the occasion. The moderator of session or person authorized to preside shall state briefly the nature of the ministry of ruling elder and deacon. The act of ordination and installation takes place in the context of worship. The order for that service of worship in the Directory for Worship (W-4.04) shall be followed. G-2.0403*

## **6. *Invitation.***

The Commission on Ministry invites dialogue with churches in developing a local plan for faithful and effective officer training. Being a connectional church, we are delighted to share resources, plan multi-church training events, and identify training facilitators.

## **7. *Appendix.***

The following is a non-exhaustive list of resources recommended for officer training.

\**Theocademy: Preparation for Ordered Ministry.* What is ordered ministry and why is it important to the Presbyterian Church? What does one need to know to be an effective leader in the Presbyterian church? These videos will explore and answer these and other questions about ordained leadership in the Presbyterian tradition.  
<http://www.theocademy.com>

\**Ruling Elders: Workbook One- Formation*

This study guides nominated leaders through the discernment process and helps readers come to terms with the process: election to office, preparation for ordered ministry, ordination, and installation as a ruling elder on the session. This insightful resource may be used in different ways: as a self-guided study, as a group study, and as a ready

reference for session reflection. Session members also can use this resource to inform their ongoing ministry.

Section 1: The Call to Service

Section 2: Election to Ordered Ministry

Section 3: Preparation for Ordered Ministry-

Personal Faith Section 4: Preparation for Ordered

Ministry- Constitution Section 5: Preparation for

Ordered Ministry- Duties of the Elder Section 6:

Preparation for Session Examination

Section 7: Ordered Ministry

\**Coming Alive in Christ: Training for PCUSA Ruling Elders and Deacons Based on the Constitutional Questions-* This is downloadable

(<https://equip.pcusa.org/mod/book/view.php?id=13633>) There are 10 sessions

\**Selected to Serve: A Guide for Church Officers* by Earl Johnson- This book is an accessible, popularly written 'textbook' for Presbyterian Churches, which covers all aspects of officer training---call, duties, ethics, the Presbyterian Constitution, and much more.

## Charleston Atlantic Presbytery Minutes of Commission Form

\_\_\_\_ Ordination  Installation \_\_\_\_ Commissioning service for Rev. Dr. Herbert Miller  
(Check as appropriate) (Name)

as Senior Pastor of Palmetto Presbyterian Church  
(*Pastor, Assoc. Pastor, Commissioned Pastor, or Designated*) (*Calling Organization*)  
1720 Carolina Park Blvd,

Held on October 12, 2025 at Mount Pleasant, SC 29466 at 3:00PM  
(Date) (Location) (Time)

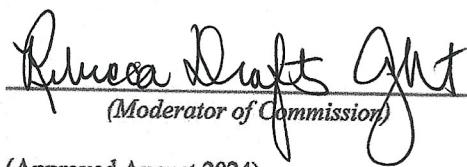
The Following Members of the Commission appointed by Charleston Atlantic Presbytery were present and met 30 minutes prior to the service.

	Ministers	Elders (Name and Church)
1.	<u>Rev. Rebecca Albright</u>	<u>1. Skip Norris, James Island, PC</u>
2.	<u>Rev. Spike Coleman</u>	<u>2. Mary B. Porter, St Paul PC</u>
3.	<u>Rev. Timothy Scoonover</u>	<u>3. Cassandra S. Roper, St. James PC</u>
4.	<u>Rev. Steve Souther</u>	<u>4. </u>
5.	<u>Rev. Terri Wetherell</u>	<u>5. </u>
6.	<u>Ralph Wetherell, Lay Pastor</u>	
	Visiting Presbyters sitting with the Commission:	

The Meeting was opened with prayer by Rev. Rebecca Albright and Elder Cassandra S. Roper was elected Clerk of the Commission. In conformity with the *Book of Order*, the following was part of the service:

- a. Sermon was preached by Rev. Terri Wetherell from the text Isaiah 55 - "A Lasting Witness".
- b. The Moderator, Rev. Rebecca Albright, explained the proceedings of the presbytery.
- c. The Constitutional Questions to the minister were propounded by Rev. Spike Coleman, and to the Congregation by Rev. Spike Coleman.
- d. A charge to the Minister was delivered by Rev. Timothy Scoonover, and to the Congregation by Rev. Timothy Scoonover.
- e. The Benediction was pronounced by Rev. Dr. Herbert Miller.

f. The minutes of the Commission were read and approved, and the meeting adjourned with prayer by Rev. Rebecca Albright.

  
*Rev. Rebecca Albright*  
*(Moderator of Commission)*

or Cassandra S. Roper  
*(Clerk of Commission)*

(Approved August 2024)