

1| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

CALL TO ORDER

The Presbytery of Southern Kansas gathered at 9:30 a.m. on Saturday, February, 2018, at First Presbyterian Church, Independence, KS.

OPENING WORSHIP

The worship service, was led by the Rev. John Wilson. Installation Service for Presbytery of Southern Kansas (PSK) Moderator, Rev. John Wilson, was led by current PSK Moderator, Steve McSpadden.

Officiating the Lord's Supper was Rev. John Wilson.

The \$305.00 offering received will go to mission ministries of First Presbyterian Church, Independence.

OPENING BUSINESS

PSK Moderator, Rev. John Wilson, called the meeting to order with prayer.

The Moderator announced that if anyone had items for New Business those needed to be submitted to Stated Clerk as soon as possible to be considered for discussion during today's meeting.

A quorum (***The quorum of a Stated or Called (Special) Meeting of the Presbytery shall be ten percent of the eligible teaching elders and ruling elder commissioners provided that at least three teaching elders are present and three different churches are represented by duly elected ruling elder commissioners. (G-3.0304) (pp 11-12, Feb. 2013)***) was declared present by the Stated Clerk, Rev. James Anderson with a minimum of six ruling elder commissioners from six different churches within the Presbytery of Southern Kansas in attendance and eight teaching elders (See Appendix A)

Additional handouts for the meeting are available at the registration tables.

Anyone wishing to speak on the floor during the meeting should come to the microphone, be recognized by the Moderator/Moderator Elect and identify themselves.

All comments are to be directed to the Moderator/Moderator Elect.

All motions must be submitted in writing to the Stated Clerk before the conclusion of the meeting.

Robert's Rules of Order, the Book of Order, and the PSK Manual of Operations will be followed.

MOTION: to grant Ron Cheyney, Vice Chairman, Westminster Woods Camp and Retreat Center, Inc., privilege to speak on the floor of presbytery to present a report on the camp.

Moderator called for discussion.

The motion was approved.

INTRODUCTION OF FIRST TIME RULING ELDERS

First time Ruling Elder Commissioners were introduced by their Pastors

Visitor, Rev. Ruth Waite, a United Methodist Church pastor serving First Presbyterian Church, El Dorado, was introduced.

APPOINTMENT OF TEMPORARY COMMITTEES

Offering and Vouchers Committee – Ken Coryell and Mary Knecht

WELCOMING to First Presbyterian Church, Independence, was given by Rev. John Wilson.

CONSENT AGENDA:

The Consent Agenda, including the docket, was presented for discussion.

MOTION to lift from the Consent Agenda, for further discussion during New Business, was page 11, Consent Agenda, Nominations Committee report.

Moderator called for discussion.

The motion was approved.

2 | Presbytery of Southern Kansas – Stated Meeting February 10, 2018

MOTION to change the heading on the Consent Agenda page 3 to read: “PSK Meeting Attendance 2017 – Churches & Ruling Elders.”

Moderator called for discussion.

The motion was approved

MOTION to approve the Consent Agenda as amended.

Moderator called for discussion.

Motion was approved. (see Appendix B)

Stated Clerk Report – Jim Anderson

Rev. William Hastings has been transferred to Grand Canyon Presbytery.

The Stated Clerk provided a review of the duties of the Stated Clerk.

Churches were reminded to input online the 2017 PC(USA) statistics for their church.

PC(USA) Teaching Elder identification cards are available today at the meeting. See the Stated Clerk.

The Synod of Mid-America dvd “Theo academy” is available online or you can borrow one from Rev.

Anderson. Rev. Jay Ayers and Rev. Laura Frazey are featured on the dvd.

On February 19, 2018, the Presbytery Coordinating Team will have a day-long retreat at First Presbyterian Church, Hutchinson.

Reminder: Presbytery of Southern Kansas meets May 8th at Grace Presbyterian Church, Wichita, and on August 14th at First Presbyterian Church, Derby.

Church Orders Committee Report – Deb Schmidt

Informational Items:

- Approved the transfer of Rev. William A. Hastings as requested by the Stated Clerk of Grand Canyon and De Cristo Presbyteries. Rev. William A. Hastings, is a member in good standing in PSK.
- MIF for Interim Pastor approved for Great Bend.
- First, Kingman: the contract between the church and Rev. Dawn Flippin was approved.
- First, Pratt: MIF was reviewed and approved pending changes.
- First, Conway Springs: Rev. Deb Schmidt is moderating the session. A congregational meeting was held on December 31 for the purpose of voting to close the church. Six members attended the meeting. The vote to close the church passed 6-0. The session also voted to hold their last worship service on January 28, and that was announced to the congregation.
- Viola: Craig Mead will be commissioned at the Presbytery meeting on February 10 to serve the Viola church as its Commissioned Ruling Elder.
- First, El Dorado: Rev. H. Dick Reynolds is moderating the session and is helping them with their next steps in their pastoral search.

We continue to struggle to find ways to communicate with congregations that have little or no computer or email access. Information is rarely sent snail mail so it’s hard to know who knows what.

Commissioning Service of Craig Mead, CRE to Viola Presbyterian Church – Deb Schmidt.

Report from Westminster Woods Camp and Retreat Center, Inc. – Ron Cheyney, WMW Board member

Updates:

- WMW Board elected their Executive Committee:
Rev. Jeremiah Lange – Board Chair
Ron Cheyney – Board Vice Chair

3 | Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Laureen Mulford – Board Treasurer

Kelsey Jaderston – Board Secretary

Brian Wheeler – Executive Director of Westminster Woods Camp

- All legal documents have been adopted by the WMW Board
- WMW Board working on insurance for the camp
- The WMW Camp Vision and Mission Statements are being formed
- All legal transfers will be completed by March 1, 2018
- WMW Summer Camp promotion materials have been sent out
- WMW Summer Camp staff has been hired
- A Women’s Retreat will be held at the camp on April 27-28, 2018
- Please refer to the Westminster Woods Camp F & Q (Appendix C)
- All are welcome to come volunteer at the camp
- Please remember to send your kids to summer camp as the camp exists to glorify the Lord.
- The WMW Camp asks for your prayers

PSK Presbyterian Women Report – Sue Nispel

PW SPRING GATHERING *THE BREAD OF LIFE*

Jesus said to them, “I am the bread of Life” – John 6:35

PRESBYTERIAN WOMEN OF SOUTHERN KANSAS

SATURDAY, APRIL 21, 2018

UNITED PRESBYTERIAN CHURCH, STERLING, KANSAS

Governance Ministry Team – Mark Miller

The following financial reports were presented. Committee moderator, Mark Miller, asked for questions. (Appendix D,E,F,G,H)

MOTION to accept and file for audit the following PSK Financial Reports:

Balance Sheet – Dec 2017

Income/Expense – Dec 2017

Income/Expense PSK only – Dec 2017

Cash Operating Balance – Dec 2017

WMW Income/Expense - Dec 2017

Moderator called for discussion.

The motion was approved.

Administrative Commission – John Wilson

MOTION: An Administrative Commission be formed for the purpose of closing First Presbyterian Church, Conway Springs, Kansas. Administrative Commission members: Rev. Angela Madden, chair. Rev. Deb Schmidt, Elder Mary Dusenbury, Elder Sue Nispel and Elder Steve McSpadden

Moderator called for discussion.

The motion was approved.

Trustees Report – Ken Coryell

A listing of churches who have submitted their Insurance Reporting Forms for 2018 was presented. (see Appendix I)

4| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

The future plans for the buildings formerly housing Brotherhood Presbyterian Church and Calvary Presbyterian Church were presented. (see Appendix J)

Mission Partnership – John Wilson

Mary Buchele, Garden City; Cinda Weisegerber, Covenant; Jennifer Barton, Pratt; Anita Whiteman, El Dorado are four members of Presbytery of Southern Kansas churches joining with a team from the Presbytery of Northern Kansas to travel to Cuba leaving Kansas on Thursday, February 15, 2018. The group from PSK will be working in El Centro Presbytery, Cuba. They will visit churches, share program information. Funds to help a laundry program and a meal program are being furnished by two PSK churches.

Temporary Committee Report

MOTION to pay vouchers in the amount of \$572.00.

Moderator called for discussion.

The motion was approved.

New Business

The Nomination Committee Report removed from the Consent Agenda was presented. The Nominations Committee Report read:

Trustees

Sue Nispel, Ruling Elder, formerly of Brotherhood

Representative to PCT from WMW Board

Jeremiah Lange, Teaching Elder, Marion

Church Orders Ministry Team

Brent Johnston, Teaching Elder, FPC, Wichita – Class of 2020

Lara McGregor, Teaching Elder, FPC, Lyons – Class of 2020

Martin Neff, Ruling Elder, FPC, Lakin – Class of 2020

Governance

Craig Waekte, Teaching Elder, New Covenant, Hutchinson – Class of 2020

MOTION to add two names to the Nominations Committee slate of officers to be elected.

Trustees:

Ben Ray, Teaching Elder, FPC Derby

Craig Mead, CRE, Viola Presbyterian Church

Moderator called for discussion.

The motion was approved.

MOTION to elect the slate of officer as amended.

Moderator called for discussion.

The motion was approved.

Adjournment

MOTION to adjourn the meeting.

Moderator called for discussion.

The motion was approved.

The meeting closed in prayer.

5 | Presbytery of Southern Kansas – Stated Meeting February 10, 2018

PSK Minutes APPENDIX A – ATTENDANCE

Roll of Teaching Elders Present

James Anderson	Jay Ayers	Sang Ouk Kang
Melissa Krabbe	Lara MacGregor	Scott McGinnis
Mark Miller	H. Dick Reynolds	Debra Schmidt
Dennis Scheibmeir	Tom Sutter	John Wilson
Joseph Wiseman	Steve Wing	

Roll of Teaching Elders Excused

Nick Adams	Keith Allison	Charles Ayers
John Barnum	Shirley Barnum	Amy Baumgartner
Allen Beach	Eugene Blake	George Boone
Jane Brigden Graham	Catherine Neelly Burton	Tom Church
David Clipson	Larry Cracraft	Anthony D’Olio
Richard Daeschner	Danny Daniel	Joyce Daniel
Robert Duncan	John Enwright	Larre Eschliman
Laura Frazey	James Grant	Gerald Hallberg
John Haspels	William Hastings	Deborah Hollifield
Brent Johnston	Skip Johnson	Doug Kelly
Christian Kettler	Margaret Lacy	Jeremiah Lange
William Long	Kitty Lum	Angela Madden
William McConnelee	Bert McCormick	Paul Mueller
David Owens	Don Owens	Denise Pass
Arlene Patrick	Jesse Patrick	Ben Ray
Tom Robson	Charles Ross	Loran Scott
Jack Singer	Anne Smith	Hal Staats
Judith Steele	Craig Waetke	Don Waite
Steve Washburn	Bob Wyman	

Roll of Teaching Elders Absent

Dawn Flippin	Caitlin Hendrix	Maureen Olson
Melissa Ramos	Ann Smith	Geoffery Snook
Jennifer Snook	Seth Svaty	Dawn Swartz

PSK Inquirers and Candidates

None in attendance.

Commissioned Ruling Elders

Craig Mead

Corresponding Members

None present

PCT Members

Mary Dusenbury

Ken Coryell (Trustee Rep.)

Steve McSpadden

Roger Sackreiter

6 | Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Other Ministers

Marsha Granberry

Visitors

There were 2 visitors present.

Ruling Elder Commissioners Present

Ashland; Marsha Granberry

Cambridge; Koreen Bartel

Derby; Nora Coryell, Ken Coryell

Freeport; Richard Strickland

Garden City; Mary Buchele

FPC, Hutchinson; Don Graves

Independence; Mina Olson

Lakin; Katherine White

New Covenant; Marilyn Swearer, Bill Swearer

Pratt; Jan Luttrell

Sterling; Carla Davison

Wellington; Gloria Klima

Wichita-Covenant; Jennifer Keim, Jeanne Smith

Wichita-First; Mary Knecht

Wichita-Grace; Laureen Mulford, Jean Mulford

Wichita-Westwood; Palmer Haynes, James Janson

Winfield; Marsha Granberry, Steve McSpadden

Yates Center; John Settle

Ruling Elder Commissioners Absent

Anthony-Hopewell

Kingman

Wichita-Bethel

Arkansas City

Kingsdown

Wichita-Korean

Arlington

Larned

Wichita-Mt. Vernon

Caldwell

Leoti

Wichita-Southwest

Chase

Liberal

Zenith

Cherryvale

Lyons

Coffeyville

Marion

Conway Springs

Mayfield

Dodge City

McPherson

El Dorado

Medicine Lodge

Great Bend

Newton

Halstead

Spearville

Harper

Syracuse

Haysville

Tribune

Holcomb

Viola

Hutchinson, New Covenant

Jetmore

Staff Members Present

Rachel Furry – Bookkeeper

Jan Lane – Administrative Assistant

Appendix B
Presbytery of Southern Kansas Consent Agenda
February 10, 2018
First Presbyterian Church, Independence

If you have questions about an item on this Consent Agenda, please contact the Moderator of that particular committee. Items may be removed from the Consent Agenda by contacting the PSK Moderator. (Note: Motions are highlighted in yellow)

A. Stated Clerk - Presbytery Meeting Minutes

1. **MOTION:** To approve the Presbytery meeting minutes for Nov 17, 2017, as found at www.pbysk.org
2. **MOTION:** Approve Docket for Presbytery Meeting – February 10, 2018.
See Consent Agenda Appendix (A)

B. MOTION: Accept Committee on Representation Report - Presbytery meeting Attendance Records 2017.

See Consent Agenda Appendix (B)

C. PSK Trustees Report

MOTION: Approve the PSK Trustees Report

See Consent Agenda Appendix (C)

D. Nominations Ministry Team

MOTION: Elect the slate of nominees as presented in **Appendix D** of this document to serve on the committees listed.

See Consent Agenda Appendix (D)

8| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Proposed Docket
Meeting of the Presbytery of Southern Kansas
First Presbyterian, Independence
February 10, 2018 9:30 a.m.

- 9:30 Worship- Communion and Installation of Moderator
- Necrology Report
- 10:45 Break
- 11:00 Opening Business including consent agenda
- 11:05 Moderator’s report – John Wilson
- 11:10 Stated Clerk’s report- Jim Anderson
- 11:15 Presbytery Coordinating Team- Steve McSpadden
- 11:25 Church Orders report- Denise Pass
- 11:35 Commission Craig Mead for Viola- Denise Pass
- 11:45 Camping- Ron Cheyney
- 11:50 Presbyterian Women- Sue Nispel
- 11:55 Instructions for lunch, prayer- John Wilson
- 12:00 Lunch
- 1:00 Governance- Mark Miller
- 1:10 Elect Administrative Commission for Conway Springs- John Wilson
- 1:15 Trustees- Ken Coryell
- 1:25 Mission Partnership - John Wilson
- 1:30 Report of Temporary Committee
- 1:35 New Business
- 1:40 Adjourn

9| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

PSK Meeting Attendance 2017 – Churches & Ruling Elders

Churches/PSK Meetings/Commissioners 2/11/2017 5/9/2017 8/8/2017 11/14/2017
 present present present present

Anthony	Hopewell Presbyterian Church				
Arkansas City	First Presbyterian				
Arlington	Presbyterian Church				
Ashland	Presbyterian Church	1			1
Caldwell	First Presbyterian Church	1			1
Cambridge	Presbyterian Church	1	1	1	1
Chase	Community Presbyterian Church				
Cherryvale	First Presbyterian Church				
Coffeyville	First Presbyterian Church				
Conway Springs	First Presbyterian Church				
Derby	First Presbyterian Church	1	1	1	1
Dodge City	First Presbyterian Church				1
El Dorado	First Presbyterian Church		1	1	1
Freeport	First Presbyterian Church	1		1	1
Garden City	Presbyterian Church		1		1
Great Bend	First Presbyterian Church	1			1
Halstead	First Presbyterian Church		1	1	
Harper	First Presbyterian Church				
Haysville	St. Marks Presbyterian Church				
Holcomb	Holcomb Community Church				
Hutchinson	First Presbyterian Church	1	1		1
Hutchinson	New Covenant	1		1	1
Independence	First Presbyterian				1
Jetmore	Presbyterian Church				1
Kingman	First Presbyterian	1	1		
Kingsdown	Presbyterian Church				
Lakin	First Presbyterian Church			1	
Larned	First Presbyterian Church				
Leoti	First Presbyterian Church				
Liberal	First Presbyterian Church				
Lyons	First Presbyterian Church				
Marion	Presbyterian Church			1	1
Mayfield	Federated Church				
McPherson	First Presbyterian Church				
Medicine Lodge	First United Presbyterian Church				
Newton	First Presbyterian Church	1	1	1	1
Pratt	Presbyterian Church		1	1	1
Spearville	Federated Community Church				
Sterling	United Presbyterian Church				
Syracuse	First Presbyterian Church				

10| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Tribune	Presbyterian Church				
Viola	Presbyterian Church	1	1	1	1
Wellington	First Presbyterian Church	1	1	1	1
Wichita	Bethel Presbyterian Church				
Wichita	Brotherhood Presbyterian Church				
Wichita	Covenant Presbyterian Church			1	1
Wichita	First Presbyterian Church	1	1	1	1
Wichita	Grace Presbyterian Church	1	1	1	1
Wichita	Korean Presbyterian Church	1		1	1
Wichita	Mt Vernon Presbyterian Church				
Wichita	Southwest Presbyterian Church		1		
Wichita	Trinity Presbyterian Church	1	1		1
Wichita	Westwood Presbyterian Church	1	1	1	1
Winfield	First Presbyterian Church	1	1	1	1
Yates Center	First Presbyterian Church			1	
Zenith	Presbyterian Church				
		18	17	19	25

11| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

TEACHING ELDERS		2/11/2017		5/9/2017		8/8/2017		11/14/2017	
		present	excused	present	excused	present	excused	present	excused
Abel, Robyn			1	1		n/a		n/a	
Adams, Nick			1		1		1		1
Allison, Keith			1		1		1		1
Anders, Dixie		1		1		1		n/a	
Anderson, James		1		1		1		1	
Ayers, Charles			1		1		1		1
Ayers, James			1	1		1		1	
Barnum, Shirley			1		1		1		1
Barnum, John			1		1		1		1
Baumgartner, Amy			1	1			1	1	
Beach, Allen			1		1		1		1
Blake, Eugene			1		1		1		1
Boone, George			1		1		1		1
Brigden-Graham, Jane		1		1			1		1
Church, Tom		1		1		1		1	
Clipson, David			1		1		1		1
Cracraft, Larry			1		1		1		1
Daeschner, Richard H.			1		1		1		1
Daniel, Danny			1		1		1		1
Daniel, Joyce			1		1		1		1
D'Olio, Anthony			1	1		1			1
Duncan, Robert			1		1		1		1
Enwright, John G.			1		1		1		1
Eschliman, Larre			1		1		1		1
Flippin, Dawn			absent		absent	1			absent
Frazey, Laura		1		1		1		1	
Grant, James L.			1		1		1		1
Hallberg, Gerald			1		1		1		1
Haspels, John			1		1		1		1
Hastings, William			1		1		1		1
Hollifield, Deborah		1		1		1			1
Johnston, Brent			1		1		1	1	
Johnson, Skip		1		1		1		1	
Kang, Sang Ouk		1			1	1		1	
Kelly, Doug			1		1		1		1

12| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Kettler,	Christian D		1		1		1		1
Krabbe,	Melissa	n/a		n/a		n/a		1	
Kuner,	Mike	1			1	1		n/a	
Lacy,	Margaret		1		1		1		1
Lange,	Jeremiah	1		1		1		1	
Long,	William		1		1		1		1
Lum,	Kitty	1		1		1		1	
Madden,	Angela	1		1		1		1	
MacGregor,	Lara	1		1		1		1	
McConnelee,	William		1		1		1		1
McCormick,	Bert		1		1		1		1
McGinnis,	Scott	n/a		n/a		n/a		1	
Miller,	Mark	1		1		1		1	
Mueller,	Paul		1		1		1		1
Neelly Burton,	Catherine	1		1		1		1	
Olson,	Maureen		1		absent		1		absent
Owens,	David		1		1		1		1
Owens,	Don	1		1			1	1	
Pass,	Denise	1		1			1	1	
Patrick,	Arlene		1		1		1		1
Patrick,	Jesse		1		1		1		1
Ramos,	Melissa		absent		absent		absent		1
Ray,	Ben		1		1	1		1	
Reynolds,	Dick	1		1		1	1	1	
Robson,	Tom		1	1		1		1	
Ross,	Charles		1		1		1		1
Scott,	Loran		1		1		1		1
Schmidt,	Debra	1		1		1		1	
Scheibmeir,	Dennis	1			1		1		1
Singer,	Jack		1		1		1	1	
Smith,	Anne B.		absent		absent		absent		absent
Snook,	Geoffrey		absent		absent		absent		absent
Snook,	Jennifer		absent		absent		absent		absent
Solether,	Scott	1		1		1		n/a	
Staats,	Hal	1			1	1		1	
Steele,	Judith		1		1		1		1
Sutter,	Tom	1		1			1	1	
Svaty,	Seth		absent		absent		absent		absent
Swartz,	Dawn		absent		absent		1		1

13| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Waetke,	Craig	n/a		n/a		n/a		1	
Waite,	Don		1		1		1		1
Washburn,	Steven		1	1			1	1	
Wilson,	John	1		1			1	1	
Wiseman,	Joe	1		1		1		1	
Wing,	Steve	1		1		1		1	
Wyman,	Robert	1		1		1			1
		27		30		28		30	

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14| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Trustees Report

Presbytery of Southern Kansas

Trustee Report to Presbytery

Feb 10, 2018

Trustee Roll of Members: Reverend Laura Frazey, Moderator, Sue Nispel, Mary Knecht, Ken Coryell, Secretary

1. INFORMATION ITEMS FROM THE TRUSTEE ACTIVITIES:

- a. Finances: The balance in the Presbytery Trustee Capital account (2016 = \$185,094.58, 2017 = \$62,774.49)
- b. The balance in the Calvary account is -\$65,047.77
- c. The balance in the Brotherhood account is -\$9,868.91
- d. Trustees have three unfilled slots and Sue Nispel's term is up Feb 2018.

2. PRESBYTERY ACTION:

- a. Brotherhood Presbyterian Church:
"The Bridge Church", associated with the Southern Baptist and Evangelical Free Churches and now meeting at 1156 N. Oliver St., Wichita, KS, offer on Jan 15, 2018 to purchase the sanctuary, community building, playground and parking lot was received, \$50,000 at closing and \$50,000 in one year.

(1). **MOTION:** The following motion was approved by consensus (Jan 18, 2018): In accordance with the Nov 14, 2017 Presbytery Minutes which state: "All terms of sale to be settled by contract between the Presbytery of Southern Kansas Trustees and the Board of *The Bridge Church.*, move that *The Bridge Church* offer to purchase the Brotherhood facility, as is, for \$50,000 at closing and \$50,000 one year from the date of closing be accepted; that up to \$10,000 be available through May 31, 2018, as needed, for the Brotherhood Community Ministries pre-school, and that the remaining funds go to the Trustee Capital Brotherhood fund. When the Brotherhood and Calvary accounts payable have been satisfied, the remaining Brotherhood funds will be allocated equally to New Church Development Reserve Fund, Congregational Redevelopment Fund and Congregational Emergency Loan Reserve Fund. The legal description is odd lots 173 to 187 inclusive (sanctuary, community building and parking lot), Tyler now Grove street Logan addition and lots 168-170-172 (playground) Riddle now Spruce street, Logan addition, City of Wichita, Sedgwick County, KS.

(2) The Presbytery Trustees and members from The Bridge congregation will continue discussions to finalize the details of the sale.

b. Update on insurance throughout Presbytery.

As of 01/19/2018, three congregations have reported their insurance coverage to the Presbytery office.

c. Presbytery Safety Deposit Box.

Ken Coryell is the only signatory on the Presbytery's safety deposit box since Bill Ward and Kathleen Thomas have died.

MOTION: The following motion was approved by consensus (Jan 18, 2018): Move that Laura Frazey be added to the signatories and that Bill Ward and Kathleen Thomas be removed from the listing. Ken Coryell will draft the letter from the Presbytery Clerk to the Southwest National Bank for this change.

15| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

d. Presbyterian Historical Society. Since the session records of our churches are stored at the Presbyterian Historical Society 425 Lombard St, Philadelphia, PA, we should support their operations.

MOTION: The following motion was approved by consensus (Jan 18, 2018): Move that the Presbytery Trustees send Presbyterian Historical Society \$250 per year to support the storage of our records. Funds to be allocated out of the Trustee Capital fund. Ken Coryell will facilitate this action

e. Westminster Woods Transfer ~ As Trustees we need to be assured that the WMW insurance coverage is continuous. WMW insurance is part of the Presbytery package. Payment is due on Jan 1, 2018

MOTION: The following motion was approved by consensus (Dec 14, 2018): Move that the Presbytery pay WMW insurance coverage, as we have always done. When the transfer of ownership is made, a financial adjustment will be made back to Jan 1, 2018. Ken will notify Rachel, Jeremiah Lange, Camping Ministries, Mark Miller, Governance and Diane Wheeler, WMW. (Coordinated with Mark Miller on 12/7/2017)

f. Memo of Understanding – Part of the administrative process that is used following the session vote to close one of our Presbyterian churches is to have a memorandum signed. This memo transfers all church property to the Presbytery and is signed by the Trustees and their clerk of session. It is used by the title company when the property is sold.

MOTION: The following motion was approved by consensus (Dec 14, 2017): Move that the church closing memo be modified by adding the recommendation from PCUSA to add the Book of Order statement of trust ownership. Future memos will be in the following format:

Date

MEMO OF UNDERSTANDING

Under the Form of our Presbyterian Church (U.S.A.) Government, Chapter 4, Section 4 (G-4.0200, and G-4.0203) all property of the _____ Presbyterian Church is held in trust for the Presbyterian Church (U.S.A.). The Administrative Commission of the Presbytery of Southern Kansas, appointed __/__/__, is authorized to take possession of all real and personal property, financial records, inventories of equipment and arrange for transfer of title to the Presbytery of all accounts and real property known to be in the possession of _____ Presbyterian Church.

“All other assets known or unknown” from the _____ Presbyterian Church of _____, Kansas shall be released to the Trustees of the Presbytery of Southern Kansas.

Name _____ *Name*

Board of Trustees
Clerk of Session
Presbytery of Southern Kansas
_____ Presbyterian Church

Wichita, Kansas
_____, Kansas

Date _____

Date _____

16| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

g. A concern has been brought to our attention that often teaching elders are restricted from attending PSK meetings due to a need for pet sitting. Since the presbytery pays for childcare, it is reasonable that the presbytery also pay for costs associated with pet sitting.

MOTION: The following motion was approved by consensus (Dec 14, 2017): Move that the Presbytery will pay for other charges associated with Presbytery meetings to include one day of reasonable household pet accommodations for teaching elders up to \$20.00 per Presbytery meeting. The Presbytery Temporary voucher committee has the final word on funding such expenses.

Respectfully Submitted,

Ken Coryell Laura Frazey
Trustee Secretary, PSK Trustee Moderator, PSK

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Nomination Committee Report

Trustees

Sue Nispel, Ruling Elder, formerly of Brotherhood – Class of 2020

Representative to PCT from WMW Board

Jeremiah Lange, Teaching Elder, Marion

Church Orders Ministry Team

Brent Johnston, Teaching Elder, FPC, Wichita – Class of 2020

Martin Neff, Ruling Elder, FPC, Lakin – Class of 2020

Governance

Craig Waekte, Teaching Elder, New Covenant, Hutchinson – Class of 2020

Appendix C – Westminster Woods Camp FAQ

Westminster Woods Incorporation

FREQUENTLY ASKED QUESTIONS:

What is happening?

The Presbytery of Southern Kansas has graciously allowed Westminster Woods, under a covenant agreement, to become its own 501c-3. It will officially be known as Westminster Woods Camp & Retreat Center, Inc. A not-for-profit ministry. We share this news in recognition that the presbytery is allowing Westminster Woods to “grow up” in the same way that parents, after years of love and support, release their children into the world to become everything they were raised to be. This is not a “divorce” from the presbytery. Westminster Woods will continue to work with the churches of the presbytery and would appreciate continued support from all of you!

Why the separation?

- A) **Financial** – Westminster Woods camp expenses are continuing to rise. The Presbytery of Southern Kansas membership is declining along with financial means. The separation allows the Presbytery of Southern Kansas to be free from the burden of Westminster Wood’s financial needs.
- B) **Liability** – The separation will protect both the Presbytery of Southern Kansas and Westminster Woods in the case of a lawsuit happening at either entity. Within the last few years there have been several cases where either a presbytery or camp have had a lawsuit filed against them. In most cases, due to the connection of entities, both have suffered in major ways. A church in Chicago had to sell its affiliated camp in order to cover the lawsuit. An incident that occurred at a camp in Oklahoma is now causing a huge lawsuit that isn’t only being filed against the camp, but against the church and the denomination as well. Being separate, if a lawsuit were to be filed against either entity the other side would be free of liability.

What does this mean for the Presbytery of Southern Kansas?

According to the Covenant Agreement, the presbytery will continue to encourage its churches to send their campers to Westminster Woods. Westminster Woods is still your camp. The presbytery has also agreed to financially support Westminster Woods with an annual contribution of \$60,000 for the first five years of the separation.

What does this mean for Westminster Woods?

Brian and Diane Wheeler will continue to be the director and assistant director of Westminster Woods. The only difference in leadership is that instead of the camp being run by the Presbytery of Southern Kansas it will be run by a new Board of Directors that oversees the camp. The board is comprised of 15 members with at least 51% of the board being current members of a Presbytery of Southern Kansas church. Westminster Woods will continue to run its summer camps and winter retreats the same way that they always have.

Is there still an affiliation with the PC(USA) and the Presbytery of Southern Kansas?

- A) Yes, according to the bylaws, at least 51% of the Westminster Woods Board must be members of a PC(USA) church.
- B) Yes. Part of the separation is a “Covenant Agreement” between Westminster Woods and the Presbytery of Southern Kansas. The covenant agreement states that the PSK will continue to encourage support of the camp and that Westminster Woods will still be used as the youth camp of the PSK. The PSK has also pledged to continue financial support of \$60,000 a year to Westminster Woods for the first five years of the separation.

19| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

What changes with the Summer Camp Program and Winter Retreats?

Nothing! Westminster Woods will continue to offer the same summer camp and winter retreats that have always been offered. Camps will continue to be offered to all PSK churches and any other individual who desires to attend camp.

What does this mean for campers?

Westminster Woods will continue to share the love and truth of the God through camp ministry! Summer camp and winter retreats will continue to provide a loving, fun, and spiritual time for campers. Parents can continue to sign up and pay for the winter retreats and summer camp the same way it's been for the last several years.

Westminster Woods is dedicated to the Glory of God. Thank you for your continued support and prayers. We are excited for the continued ministry of Westminster Woods.

20| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Appendix D – Balance Sheet

Presbytery of Southern Kansas
 Balance Sheet
 Fiscal Year 2017, Period 12 (12/01/2017 to 12/31/2017)

Description	2017	2016
ASSETS		
PETTY CASH	195.29	135.75
BANK OF AMERICA-checking	40,692.60	40,688.48
BANK OF THE WEST-checking	98,850.80	119,695.99
BANK OF THE WEST-MONEY MARKET	196,647.25	286,249.07
FNB-FREDONIA PETTY CASH	1,500.00	1,500.00
SAVINGS ACCOUNT AT PILP	7,246.00	7,222.53
PRESBYTERIAN CHURCH FOUNDATION	591,196.35	530,404.26
WMW-SCHOLARSHIP ACCOUNT AT PILP	21,732.82	21,598.20
PC (USA) INVESTMENT & LOAN PROGRAM	48,284.12	48,007.47
RESOURCES FOR RESALE	346.18	1.52
Property, Equip., Vehicles, Bldg. Land	829,229.95	829,229.95
Total Assets	1,835,921.36	1,884,733.22
LIABILITIES AND FUND BALANCES		
Liabilities		
DONATIONS PAYABLE	200.00	200.00
SYNOD PAYABLE--SHARED MISSIONS	974.51	1,154.20
GA PAYABLE--SHARED MISSIONS	11,505.63	13,293.16
STERLING COLLEGE PAYABLE	125.00	905.75
SYNOD PAYABLE--PER CAPITA	1,527.66	160.63
GA PAYABLE--PER CAPITA	3,577.06	1,363.03
CAMP DEPOSITS	-	400.00
PER CAPITA RECEIVED IN ADVANCE	3,857.60	4,304.60
Total Liabilities	21,767.46	21,781.37

21 | Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Reserved Funds

PBY-PROP & EQ'T FD BALANCE	7,540.03	7,540.03
PSK SEMINARY INTERNSHIP	510.25	510.25
MISSION PARTNERSHIP & SUPPORT	22,951.95	29,940.22
KNOX LAND AT BELLE PLAINE	3,933.34	5,324.39
YOUTH TRIENNIUM	10,859.97	6,039.15
NEW CHURCH DEVELOPMENT	56,140.23	64,567.01
CONGR. REDEVELOPMENT	62,872.85	62,340.82
TRUSTEE CAPITAL	64,999.65	173,491.96
SELF DEVELOPMENT OF PEOPLE	700.93	700.93
SMALL CHURCH RESERVE FUND	21,695.16	23,325.48
PEACEMAKING	1,646.56	646.09
ADMINISTRATORS' CON'T ED.	839.07	1,032.22
DISASTER DAMAGE	4,879.43	4,879.43
INQUIRER/CANDIDATE SUPPORT	19,686.09	19,144.60
LEADERSHIP ACADEMY	610.41	610.41
WMW WELL ROYALTIES	2,000.00	2,000.00
VIDEO CONFERENCING TECHNOLOGY	22,162.63	22,162.63
SCH. & SMALL CH. NETWORK EVENTS	3,000.00	3,000.00
CONGR. EMERGENCY LOAN	97,217.81	96,685.77
VISIONING	7,513.93	7,513.93
SUMNER COUNTY FARM LAND APPRAISAL	102,000.00	102,000.00
WMW-CHAPEL	98,281.90	104,784.03
WMW-FRIENDS OF THE WMW	186,458.38	138,923.90
WMW-SCHOLARSHIP ACCOUNT AT PILP	25,459.01	21,598.20
WMW-SPECIAL GIFTS	101,927.89	130,122.45
WMW-MARKETING	1,495.98	1,441.27
WMW-PROPERTY & EQUIP. FD BALANCE	263,035.97	263,035.97

Total Reserved Funds 1,190,419.42 1,293,361.14

Fund Balance

GENERAL OPERATING FUND BALANCE	569,590.71	550,364.45
Net Activity	54,143.77	19,226.26

Total Fund Balance 623,734.48 569,590.71

Total Liabilities and Fund Balances 1,835,921.36 1,884,733.22

22| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
Appendix E – Income and Expenses

Presbytery of Southern Kansas
Statement of Activities--Combined
Fiscal Year 2017, Period 12 (12/01/2017 to 12/31/2017)

	Current Period	Year to Date	2017 Budget	% of Budget
Budgeted Income:				
Per Capita	18,728	186,463	180,000	104%
Shared Missions	18,417	166,320	180,000	92%
Interest & Dividends -- Investments	5,405	9,625	9,100	106%
Other Income	-	-	500	0%
Synod Subsidy of Executive	-	29,385	42,656	69%
Camp Support from PSK	5,000	60,000	60,000	100%
Other Income/Camping Reserves	6,701	6,701	58,112	12%
Camp	<u>29,024</u>	<u>374,756</u>	<u>324,938</u>	115%
Total Budgeted Income	83,275	833,250	855,306	97%
Budgeted Expenses:				
BANK-SERVICE CHARGES	55	660	700	94%
FACILITY EXPENSE	407	7,410	7,500	99%
Presbytery Office Expense	2,482	27,515	26,000	106%
Presbytery FICA/Med	301	3,877	5,082	76%
Church Orders Ministry Team	107	1,909	4,500	42%
Mission Partnership Ministry Team	-	22,875	22,875	100%
Congregational Resources Ministry Team	4,471	9,500	9,500	100%
Other Expenses	-	191	250	76%
Camp Committee	-	50	290	17%
Camp Support Staff	1,064	120,160	96,532	124%
Camp Programming	(1,790)	73,591	66,470	111%
Camp Operations	14,348	128,740	160,112	80%
Director of Camping Ministries	8,883	70,926	69,826	102%
Assistant Director of Camping Ministries	3,347	42,515	44,345	96%
Camp Director/Assistant FICA/Med	421	5,475	5,475	100%
Presbytery Support of Camp	5,000	60,000	60,000	100%
Presbytery Coordinating Team	-	1,495	1,200	125%

23| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Governance Ministry Team	-	-	50	0%
Trustees	-	-	50	0%
Presbytery Support Ministries Team	-	-	250	0%
Committee on Representation	-	-	50	0%
Judicial/Investigative Committee	-	-	500	0%
Administrative Commissions	-	94	250	38%
PSK Disaster Committee	-	-	100	0%
Meetings of Presbytery	-	1,884	5,000	38%
Legal and Audit	-	6,250	6,500	96%
Office of the Presbytery Administrator	-	63,836	89,313	71%
Office Administrative Assist.	4,468	56,455	52,948	107%
Office of Stated Clerk	2,000	16,767	14,220	118%
Office of Treasurer	-	-	1,236	0%
Bookkeeper	1,104	13,832	16,350	85%
GA Per Capita	3,902	42,015	43,620	96%
Synod Per Capita	1,457	15,719	15,820	99%
GA Shared Missions	4,052	36,590	37,812	97%
Synod Shared Missions	921	8,316	8,594	97%
Unfunded Expense				
Total Budgeted Disbursements	56,539	830,578	865,120	96%
Net Budgeted Revenue over (under)				
Budgeted Disbursements	26,736	2,672	(9,814)	
Unbudgeted Revenue:				
Unrealized Gain (Loss) on Investments	12,835	51,471	-	
Youth Council Events	285	-	-	
Total Unbudgeted Revenue	13,120	51,471	-	
Net Revenue Over (Under) Disbursements	39,857	54,143	(9,814)	

24| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
Appendix F – Income and Expenses PSK only

Presbytery of Southern Kansas

Statement of Activities--PSK only

Fiscal Year 2017, Period 12 (12/01/2017 to 12/31/2017)

	Current Period	Year to Date	2017 Budget	% of Budget
Budgeted Income:				
Per Capita	18,728	186,463	180,000	104%
Shared Missions	18,417	166,320	180,000	92%
Interest & Dividends -- Investments	5,405	9,625	9,100	106%
Other Income	-	-	500	0%
Synod Subsidy of Executive	-	29,385	42,656	69%
Total Budgeted Income	42,551	391,794	412,256	95%
Budgeted Expenses:				
Support of Westminster Woods Camp	5,000	60,000	60,000	100%
Presbytery Office Expense	2,482	27,515	26,000	106%
Presbytery FICA/Med	301	3,877	5,082	76%
Church Orders Ministry Team	107	1,909	4,500	42%
Mission Partnership Ministry Team	-	22,875	22,875	100%
Congregational Resources Ministry Team	4,471	9,500	9,500	100%
Other Expenses	-	191	250	76%
Presbytery Coordinating Team	-	1,495	1,200	125%
Governance Ministry Team	-	-	50	0%
Trustees	-	-	50	0%
Presbytery Support Ministries Team	-	-	250	0%
Committee on Representation	-	-	50	0%
Judicial/Investigative Committee	-	-	500	0%
Administrative Commissions	-	94	250	38%
PSK Disaster Committee	-	-	100	0%
Meetings of Presbytery	-	1,884	5,000	38%
Legal and Audit	-	6,250	6,500	96%
Transitional Presbytery Executive	-	63,836	89,313	71%
Office Administrative Assistant	4,468	56,455	52,948	107%
Office of Stated Clerk	2,000	16,767	14,220	118%
Office of Treasurer	-	-	1,236	0%

25| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Bookkeeper	1,104	13,832	16,350	85%
GA Per Capita	3,902	42,015	43,620	96%
Synod Per Capita	1,457	15,719	15,820	99%
GA Shared Missions	4,052	36,590	37,812	97%
Synod Shared Missions	921	8,316	8,594	97%
Total Budgeted Expenses	30,265	389,121	422,070	92%
Net Budgeted Income Over (Under)	<hr/>			
Budgeted Expenses	12,286	2,673	(9,814)	
Unbudgeted Income:				
Unrealized Gain (Loss) on Investments	12,835	51,471	-	
Youth Council Events	285	-	-	
Total Unbudgeted Income	13,120	51,471	-	
<hr/>				
Net Income Over (Under) Expenses	25,406	54,143	(9,814)	

26| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
Appendix G – Cash Operating Balance

Cash Operating Balance
As of December 31, 2017

Cash & Cash Equivalents:

Petty Cash	195
Fredonia Petty Cash	1,500
Bank of America Checking	40,693
Bank of West Checking	98,851
Bank of West Money Market	196,647
	<hr/>
Total Cash	337,886

Short Term Investments:

Savings Account at PILP	7,246
New Covenant Mutual Funds	591,196
Presbyterian Investment CD	48,284
	<hr/>
Total Short Term Inv.	646,726

Long Term Investments:

Scholarship Fund	21,733
	<hr/>

TOTAL ASSETS 1,006,345

Less Liabilities:

21,767

Less Reserve Funds:

Administrators Continuing Ed	839
Congregational Emergency Loan	97,218
Congregational Redevelopment	62,872
Disaster Damage	4,879
Inquirer/Candidate Support	19,686
Knox Land at Belle Plaine	3,933
Leadership Academy	610
Mission Partnership	22,952
New Church Development	56,140
Peacemaking	1,647
PSK Seminary Internship	510
Sch. & Small Church Network Events	3,000
Self Development of People	701
Small Church Reserve	21,695
Trustee Capital	65,000
Video Conferencing	22,163
Visioning	7,514
Well Royalties	2,000
Youth Triennium	10,860
WMW--Scholarships	25,459
WMW--Chapel Fund	98,282
WMW--Special Gifts	101,928
WMW--Friends of WMW	186,458
WMW--Marketing	1,496
	<hr/>

Total Reserve Funds 817,842

Cash Operating Balance 12/31/17 166,736

27| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
Appendix H – WMW Income and Expenses

Presbytery of Southern Kansas
 Westminster Woods Camp Income and Expenses
 Fiscal Year 2017, Period 12 (12/01/2017 to 12/31/2017)

Description	Current Period	Year to Date	2017 Budget	% of Budget
Income				
PSK Events	-	188,848.95	180,000.00	105%
PSK/Non-PSK Groups	29,023.50	185,906.75	144,938.00	128%
Presbytery Support of Camp	5,000.00	60,000.00	60,000.00	100%
WMW-ALL OTHER INCOME	6,701.19	6,701.19	58,112.00	12%
Total Income	40,724.69	441,456.89	443,050.00	100%
Expenses				
CAMP DIR.'S SALARY	3,154.46	42,507.98	42,508.00	100%
CAMP DIR.'S HOUSING	-	-	13,653.00	0%
CAMP DIR.-HOUSING PROVISION	-	-	(13,653.00)	0%
CAMP DIR.'S UTILITIES	3,000.00	3,000.00	3,000.00	100%
CAMP DIR.'S PENSION-MEDICAL/DENTAL	1,925.98	23,018.14	21,918.00	105%
CAMP DIR.'S PROF. EXP.	803.00	1,800.00	1,800.00	100%
CAMP DIR.'S CONT. EDUCATION	-	600.00	600.00	100%
Camp Director Salary & Benefits	8,883.44	70,926.12	69,826.00	102%
CAMP ASST. DIR. SALARY	2,350.62	30,558.06	30,558.00	100%
CAMP ASST. DIR. PENSION	996.39	11,956.68	13,787.00	87%
Camp Asst. Director Salary & Benefits	3,347.01	42,514.74	44,345.00	96%
Camp Director/Asst. Director FICA	421.14	5,474.82	5,475.00	100%
WMW SUMMER STAFF WAGES	-	56,415.81	37,800.00	149%
WMW SUPPORT STAFF FICA/MED	75.62	8,539.30	7,385.00	116%
WMW COOKS WAGES	-	14,924.50	12,240.00	122%
WMW BUS DRIVER WAGES	-	830.00	800.00	104%
WMW MAINTENANCE WAGES	643.50	17,448.75	15,327.00	114%
WMW HEALTH ROOM WAGES	-	2,000.00	1,800.00	111%
WMW CLEANING STAFF WAGES	345.00	11,397.00	12,480.00	91%
WMW OFFICE INTERN WAGES	-	1,725.00	1,800.00	96%
WMW LIFEGUARD/KITCHEN WAGES	-	6,880.00	6,900.00	100%
Camp Support Staff	1,064.12	120,160.36	96,532.00	124%

28| Presbytery of Southern Kansas – Stated Meeting February 10, 2018

Committee Expenses	-	50.00	290.00	17%
WMW STAFF TRAINING	-	1,665.03	1,500.00	111%
WMW STAFF MEALS	-	-	300.00	0%
WMW PUBLICITY	124.81	2,134.18	4,000.00	53%
WMW PROGRAMMING	-	15.98	500.00	3%
WMW TRANSPORTATION	-	6,449.39	5,800.00	111%
WMW CAMP MATERIALS	-	1,315.03	900.00	146%
WMW T-SHIRTS	-	3,877.80	3,800.00	102%
WMW FOOD	(1,921.62)	50,909.41	40,570.00	125%
WMW HEALTH EQUIPMENT	7.14	752.88	1,600.00	47%
WMW RETREAT EXPENSES	-	6,471.11	7,500.00	86%
WMW OFFICE SUPPLIES	378.75	4,735.99	4,000.00	118%
WMW REFUSE HAULING	-	1,065.00	630.00	169%
WMW INTERNET, PHONES, SATELLITE TV	756.38	5,247.52	6,000.00	87%
WMW OFFICE EQUIPMENT	250.87	315.86	2,500.00	13%
WMW ELECTRICITY	1,792.07	31,089.24	30,000.00	104%
WMW PROPANE	-	2,816.00	7,850.00	36%
WMW RURAL WATER	807.00	6,685.09	6,000.00	111%
WMW INSURANCE	5,978.63	27,334.84	39,832.00	69%
WMW OFFICE ASSISTANT	-	105.93	5,400.00	2%
WMW CHAPEL EQUIPMENT	-	2,097.81	-	
WMW GENERAL SUPPLIES	699.00	4,943.38	6,500.00	76%
WMW TAXES	586.52	586.52	650.00	90%
WMW FEES	181.75	651.46	675.00	97%
WMW RECREATION EQUIPMENT	-	215.04	750.00	29%
WMW EQUIPMENT	604.15	1,056.88	2,500.00	42%
WMW REPAIRS & MAINTENANCE	1,578.06	33,751.14	40,000.00	84%
WMW FUEL	734.57	5,692.34	6,500.00	88%
WMW ACA/PCCA FEES	-	350.00	325.00	108%
Programming & Operations	<u>12,558.08</u>	<u>202,330.85</u>	<u>226,582.00</u>	89%
Total Expenses	26,273.79	441,456.89	443,050.00	100%
Net Income (Loss)	14,450.90	-	-	

29| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
 Appendix I – 2018 Churches Submitted Insurance Reporting Forms

Insurance Reporting Form as of 2/2/2018
 JP=Report received from Jon Prange

Anthony-Hopewell	1	JP	Great Bend	1	Lyons	1	WT-Brotherhood	1		
Arkansas City			Halstead	1	Marion	1	JP	WT-Covenant		
Arlington			Harper	1	JP	Mayfield		WT-First	1	
Ashland			Haysville	1	JP	McPherson	1	WT-Grace		
Caldwell	1		Holcomb	1		Medicine Lodge	1	WT-Korean	1	
Cambridge	1		Hutchinson	1		Neodesha		WT-Mt. Vernon	1	
Chase			New Covenant	1		Newton	1	WT-Southwest	1	
Cherryvale	1	JP	Independence	1		Pratt	1	JP	WT-Trinity	1
Coffeyville	1	JP	Jetmore			Spearville	1		WT-Westwood	1
Conway Springs	1	JP	Kingman	1		Sterling	1		Winfield	
Derby	1		Kingsdown			Syracuse	1	JP	Yates Center	
Dodge City			Lakin	1		Tribune			Zenith	
El Dorado			Larned	1		Viola			Total	38
Freeport	1	JP	Leoti	1		Wellington			Total Churches	56
Garden City	1		Liberal	1		WT-Bethel			Percentage	68%

30| Presbytery of Southern Kansas – Stated Meeting February 10, 2018
Appendix J - The future plans for the
buildings formerly housing Brotherhood
Presbyterian Church and Calvary Presbyterian Church

Actions taken on behalf of the Presbytery:

Trustee current actions: Brotherhood

- a. Offer from “The Bridge Church”, associated with the Southern Baptist and Evangelical Free Churches was received.
- b. \$50,000 at closing and \$50,000 one year later
- c. Trustees are negotiating the details of the sale

Trustee current actions: Calvary

- a. On the last year of a 3-year lease with option to buy
- b. Lease rate = \$1,000/month
- c. Lease term ends Dec 31, 2018
- d. Purchase price is \$50,000 at closing