

120| Presbytery of Southern Kansas – Stated Meeting November 14, 2017

CALL TO ORDER

The Presbytery of Southern Kansas gathered at 9:00 a.m. on Tuesday, November 14, 2017 at First Presbyterian Church, Wichita, KS.

OPENING BUSINESS

Ruling Elder, Steve McSpadden, Moderator, 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 by 12:30 p.m. 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.

SEATING OF CORRESPONDING MEMBERS

James Gale, Synod of Mid America

Landon Whitsitt, Synod of Mid America

A **MOTION** was presented to seat corresponding members with privilege on the floor of Presbytery. Moderator called for discussion.

The motion was approved.

INTRODUCTION OF FIRST TIME RULING ELDERS

First time Ruling Elder Commissioners were introduced by their Pastors.

APPOINTMENT OF TEMPORARY COMMITTEES

Offering and Vouchers Committee – Sue Nispel and Angela Madden.

WELCOMING to First Presbyterian Church, Wichita, was given by Mary Knecht.

CONSENT AGENDA:

The Consent Agenda, including the docket, was presented for discussion. (Appendix B)

MOTION to add to the docket a time for a report of Sterling College by Mary Knecht and Ben Ray.

Moderator called for discussion.

Motion was approved.

MOTION to remove from the Consent Agenda for further discussion at 2:00 p.m. the minutes of the Presbytery meeting August 8, 2017.

Moderator called for discussion.

Motion was approved.

MOTION to approve the Consent Agenda as adjusted.

Moderator called for discussion. **Motion was approved.** (see Appendix B)

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Moderator's Report – Steve McSpadden

MOTION: That Rev. Craig Waetke's installation service be held on December 3, 2014 at 4:00pm at New Covenant Presbyterian Church, Hutchinson.

Moderator called for discussion.

Motion was approved.

MOTION: That Rev. Craig Waetke's Installation Commission to be:

Steve McSpadden, RE (M), Moderator of PSK

Diane Coons, RE (F), First Presbyterian, Hutchinson

Lara MacGregor, TE (F), First Presbyterian, Lyons

Mark Miller, TE (M), First Presbyterian, Hutchinson Bill Peterman, RE (M), Chair of PNC

Moderator called for discussion

Motion was approved.

Stated Clerk Report – Jim Anderson

Stated Clerk reported on his Mid Council meeting in St Louis in October. Electronic meetings were discussed and approved as long as everyone may speak and be heard. Roberts Rules of Order need to be followed. Software available to help facilitate an electronic meeting.

Stated Clerk invited Synod of Mid-America, Landon Whitsitt, forward to review a new initiative. A Task Force if being formed to address the Future of Presbyterian Ministry in the Synod of Mid-America. (See Appendix C)

Governance Ministry Team Report – Mark Miller

MOTION: To receive and file for audit the below listed financial reports as presented

- PSK Comparative Balance Sheet as of Sept 2017 (See Appendix D)
- PSK Cash Operating Balance 1st, 2nd & 3rd Qtrs 2017 (See Appendix E)
- PSK Income/Expenses Report as of Sept 2017 (See Appendix F)
- WMW Income/Expenses Report as of Sept 2017 (See Appendix G)
- WMW & PSK Inc/Exp Report as of Sept 2017 (See Appendix H)

MOTION: To receive and file for audit the above listed financial reports as presented.

The Moderator called for discussion.

The motion was approved.

MOTION: To approve the PSK 2018 Budget with per capita at \$36.00 with the following dollar amount breakdown: (See Appendix I)

General Assembly \$7.73

Synod of Mid-America \$2.80

Presbytery of So. Kansas \$25.47

The Moderator called for discussion.

The motion was approved.

MOTION: To approve the 2018 shared mission percentages at:

General Assembly 22%

Synod of Mid America 5%

Presbytery of Southern KS 73%

Moderator called for discussion. **Motion was approved.**

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MOTION: To approve the 2018 PSK office closing dates:

Monday	January 1, 2018	New Year's Day
Monday	January 15, 2018	Martin Luther King Jr
Monday	February 19, 2018	President's Day
Friday	March 30, 2018	Good Friday
Monday	May 28, 2018	Memorial Day
Wed	July 4, 2018	Independence Day
Monday	September 3, 2018	Labor Day
Thursday	November 22, 2018	Thanksgiving Day
Friday	November 23, 2018	Day following Thanksgiving
Monday	December 24, 2018	Christmas Eve
Tuesday	December 25, 2018	Christmas Day

The moderator called for discussion.

The motion was approved.

Camping Ministries Team Report – Jeremiah Lange

Review of the wording three Westminster Woods documents.

Articles of Incorporation of Westminster Woods Camp and Retreat Center, Inc.

Moderator called for changes.

No changes were suggested.

Bylaws of Westminster Woods Camp and Retreat Center, Inc.

Moderator called for changes.

On page 2 of the document, 3.3.2 the word “minimum” is to be removed.

On page 2 of the document, 3.3.2 the word “multiples of three” shall read “multiples of five.”

Covenant Agreement

Moderator called for changes.

On page 1 of the document, #3, insert the words “including all mineral rights” so that item #3 reads: “Transfer of the Camp. PSK will convey the camp **including all mineral rights ...**”

On page 1 of the document, #3, in listing of the financial reserve accounts, add to the list “WW Petty Cash.” (Fredonia bank account)

MOTION: To give Ruling Elder, Sue Nispel, privilege to speak on the floor of Presbytery.

Moderator called for discussion.

The motion was approved.

MOTION: To accept all three documents with above itemized changes. (see Appendix J,K,L)

Moderator called for discussion

The motion was approved.

MOTION: For Westminster Woods Camp and Retreat Center to become Westminster Woods and Retreat Center, INC.

Moderator called for discussion. **The motion was approved**

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Nominating Committee – Laura Frazey

MOTION: To elect as Westminster Woods Camp and Retreat Center, INC the following Board members:
2018

Robert Lee, Mt. Vernon Presbyterian Church, Wichita
Kevin Bauer, Eastminster Presbyterian Church, Wichita
Jeff Eriksen, First Presbyterian Church, Hutchinson
Ron Cheyney, First Presbyterian Church, Newton
Laureen Mulford, Grace Presbyterian Church, Wichita

2019

Kimberly Case, Eastminster Presbyterian, Wichita
Allan Sents, First Presbyterian Church, McPherson
Tom Davis, Eastminster Presbyterian, Wichita
Alex Case, Marion Presbyterian Church, Marion
Scott Randle, Grace Presbyterian Church, Wichita

2020

Donald King, Eastminster Presbyterian, Wichita
Kelsey Jaderston, Eastminster Presbyterian, Wichita
Philip White, First Presbyterian Church, Wellington
David White, First Presbyterian Church, Wellington
Rev. Jeremiah Lange, Marion Presbyterian Church, Marion

Moderator called for discussion.

The motion was approved.

MOTION: to elect the following persons to the Class of 2020:

Governance Ministry Team:

Tom Rhodes, Ruling Elder, Grace Presbyterian Church, Wichita
Catherine Neelly Burton, Teaching Elder, Grace Presbyterian Church, Wichita

Church Orders Ministry Team:

Deb Schmidt, Teaching Elder, Wellington
Richard Strickland, Ruling Elder, Freeport

Congregational Ministries:

Susan Williams, Ruling Elder, Covenant, Presbyterian Church, Wichita

223rd General Assembly Delegates:

Mark Miller, Teaching Elder, First Presbyterian Church, Hutchinson
Mary Dusenbury, Ruling Elder, Freeport

Synod Delegates:

Denise Pass, Teaching Elder, Presbyterian Church, Garden City
Catherine Neelly Burton, Teaching Elder, Grace Presbyterian Church

Moderator called for discussion.

The motion was approved.

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Trustees Report – Laura Frazey

Insurance Reporting forms for 2018 will be sent to each church. Church should complete the form and return to the PSK Office.

As a reminder, if the church is requesting changes in church property, please contact the Trustees so that from the onset the Trustees are aware and involved in the process. Property requests are to be brought by the Trustees to the floor of Presbytery.

Presbytery Coordinating Team – Denise Pass

INFORMATION:

- Rev. Mark Miller led PCT through a review of our current vision and mission statement. Ongoing leadership issues were discussed.
- Reports were received from 1001 New Worshiping Communities Task Force, Camping Ministries, COMT, Governance, Nominating, Trustees, Representation, Mission Partnership and the Stated Clerk.
- Rev. Charles Ayers, HR, (guest) shared the vision of the congregation at Leoti for future use of their building.
- Mary Dusenbury, RE brought up the continuing concern of how to reach congregations and/or session clerks who have limited internet and email access.
- Rev. Skip Johnson, HR, reported that the Cuba trip for December has been canceled. Clean-up buckets will be collected at our presbytery meeting.
- Rev. Jeremiah Lange led PCT through the 2nd reading of the documents related to the separate incorporation of Westminster Woods Camp.
- Nominating Team continues to work on the new Board for WMW in addition to the other needs among the ministry teams of PSK. **See motion below.**
- Rev. Mark Miller presented the work of the Governance Team, which included the proposed 2018 budget and proposed split of funds between PSK and WMW.

MOTION: to temporarily suspend sections 8.2 – 8.7 that relate to the size of each committee until such time that the by-laws can be amended. This is done as a temporary measure to relieve some of the work of the Nominating Team. It is an ongoing concern that relatively few new people have stepped up to the work of the presbytery.

Moderator called for discussion.

The motion was approved.

MOTION: to return to the format of having one person serve consecutive one-year terms as moderator-elect of presbytery, moderator of presbytery, and then moderator of PCT for a total of three years. This replaces having a separate moderator of PCT and Trustees for a 3 to 6-year term.

Moderator called for discussion.

The motion was approved.

MOTION: approve that the following dates be designated for meetings of the presbytery in 2018:

Saturday, February 10 at First, Independence

Tuesday, May 8 at TBD

Tuesday, August 14 at TBD

Tuesday, Nov 13 at TBD

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Moderator called for discussion.

The motion was approved.

Church Orders Ministry Team – Denise Pass

INFORMATION:

- Marsha Granbury, CRE has been trained to serve communion, and is allowed to do so in Cambridge.
- Craig Mead, CRE given permission to perform communion at Conway Springs and Viola.
- First, El Dorado: Rev. H. Dick Reynolds appointed as moderator.
- Southwest, Wichita: Geoff Snook appointed as moderator.
- New Covenant, Hutchinson: Rev. Lara MacGregor appointed to moderate the Session meetings on September 14 and October 12 prior to the arrival of new pastor.
- First, Great Bend: Rev. Denise D. Pass appointed as moderator.
- Boundary Training took place on October 14 at Marion; 12 were in attendance.
- Contract between First Church of Dodge City and Barney Korbelik, CRE and Kevin Salzman, CRE approved.
- Released Rev. Mike Kuner and Rev. Dixie Anders to Northern Kansas Presbytery.
- First, Larned: They will keep their supply preacher, and not form a PNC at this time.
- Sabbatical Leave Policy: PSK has a policy which should be reviewed annually with the pastor and their terms of call.

MOTION: that PSK raise the minimum for Study Leave expenses to \$2,000 annually.

Moderator called for discussion.

The motion was approved.

MOTION: that the following wording for the PSK Manual of Operations & PSK COMT Manual: Vacation is considered 30 days, including four Sundays per year; and, Study Leave is considered 14 days, including two Sundays per year.

Moderator called for discussion.

The motion was approved.

1001 New Worshiping Communities Committee – Catherine Neelly Burton

(see Appendix M)

Mission Partnership Ministry Team – Skip Johnson

(2017 Mission Partnership Team Year End Report – see Appendix N)

Clean up buckets and hygiene kits collected during the meeting today will go directly to Ferncliff for Church World Services distribution. The primary source of funding for Presbyterian Disaster Assistance is from the One Great Hour of Sharing offering.

Youth Council – Joseph Wiseman

Youth Council's Work Weekend at Westminster Woods Camp is the weekend of Nov. 17-19.

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MOTION: approve the serving of the Lord's Supper during the Youth Council Work Weekend.

Moderator called for discussion.

The motion was approved.

Youth Council needs adult volunteers. The youth are excited about Youth Council, but the same enthusiasm from adults to serve is needed.

Report on Sterling College – Mary Knecht and Ben Ray

Sterling College celebrated their 130th anniversary. Enrollment in the fall 2017 is 703 students. The college is running out of dorm rooms, class rooms and needs technology updates. The college is in the midst of fund raising for a new academic center. They are now offering a Master's degree in Athletic Training. A new Master's degree program in Sports Ministry will start in the summer of 2018.

The Presbytery broke for lunch.

Presentation: Insurance Board, Joe Boyd, Director of Underwriting

(see power point presentation at www.pbysk.org , tab: Documents)

MOTION: to grant Joe Boyd privilege of the floor.

Moderator called for discussion.

The motion was approved.

New Business

MOTION: to approve the minutes of the Presbytery Meeting, Aug 14, 2017. (see www.pbysk.org)

Moderator called for discussion.

The motion was approved.

Report of Temporary Committee

MOTION: to pay vouchers in the amount of \$247.40.

Moderator called for discussion.

The motion was approved.

Announcements

Pastor Kitty Lum thanked the body for their prayers for the families in the fires in California and reported on her family in Santa Rosa, CA. She asked for continued prayers as displaced families deal with the effects of the fires.

Marsha Granberry suggested a book "Landscape of the Loss" written by Rev. Gene Blake and Sherry Phillips. The book is being recommended by Harry Hynes Hospice as a book that is being distributed to those going through the loss of the loved one.

Worship Service to honor and remember Brotherhood Presbyterian Church.

Offering collected in the amount of \$430.15 will be donated to Brotherhood Pre-School.

Participating in the beautiful and thoughtful worship service were Brotherhood members: William Taylor and his beautiful voice led singing and a blessed solo for special music; June Hicks & Sheryl

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Wesley gave their personal testimonies and told about the Brotherhood Pre-School; Rev. Eric Williams led the prayers; Jerald Wytch provided beautiful piano music and Sue Nispel gave a moving Homily entitled *“Moses Never Entered the Promise Land.”* PSK Brotherhood Admin. Commission member, Nora Coryell, remembered the history of the church and Rev. H. Dick Reynolds served as the worship Liturgist. The church closed in July 2017.

MOTION: to adjourn the meeting.
The moderator called for discussion.
The motion was approved.

The meeting closed in prayer.

The next meeting of the Presbytery will be Sat., February 10, 2018, at First Presbyterian Church, Independence, KS.

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PSK Minutes APPENDIX A – ATTENDANCE

Roll of Teaching Elders Present

James Anderson	Jay Ayers	Amy Baumgartner
Tom Church	Catherine Neelly Burton	
Laura Frazey	Skip Johnson	Brent Johnston
Sang Ouk Kang	Melissa Krabbe	Jeremiah Lange
Kitty Lum	Angela Madden	Lara MacGregor
Scott McGinnis	Mark Miller	Don Owens
Denise Pass	Ben Ray	H. Dick Reynolds
Tom Robson	Debra Schmidt	Jack Singer
Hal Staats	Graig Waetke	John Wilson
Joseph Wiseman	Steve Wing	Bob Wyman

Roll of Teaching Elders Excused

Nick Adams	Keith Allison	Charles Ayers
John Barnum	Shirley Barnum	Allen Beach
Eugene Blake	George Boone	Jane Brigden Graham
David Clipson	Larry Cracraft	Anthony D’Olio
Richard Daeschner	Danny Daniel	Joyce Daniel
Robert Duncan	John Enwright	Larre Eschliman
Dawn Flippin	James Grant	Gerald Hallberg
John Haspels	William Hastings	Deborah Hollifield
Doug Kelly	Christian Kettler	Margaret Lacy
William Long	William McConnelee	Bert McCormick
Paul Mueller	Maureen Olson	Arlene Patrick
Jesse Patrick	Charles Ross	Dennis Scheibmeir
Loran Scott	Jack Singer	Judith Steele
Tom Sutter	Don Waite	Steve Washburn
Jim Wooten	Bob Wyman	

Roll of Teaching Elders Absent

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

James Gale – Synod of Mid-America
Landon Whitsitt – Synod of Mid-America

Other Ministers

Eric Williams

PCT Members

Mary Dusenbury

Ken Coryell (Trustee Rep.)

Visitors

There were 5 visitors present.

Ruling Elder Commissioners Present

Ashland; Terrie Luckie

Caldwell; Mary Beth Petrik

Cambridge; Stacy Shields

Derby; Lana Schlegel, Lynette Brown

El Dorado; Sharon Decker, Dorothy Miller

Freeport; Rickard Strickland

Garden City; Linda Roemer

Great Bend; Jan Bonine

FPC, Hutchinson; David Weidensant,
Ed Johnson

Independence; Walt Olson

Jetmore; Rhonda Stithem

New Covenant; Marilyn Swearer, Bill Swearer

Marion; Sally Hannaford

Newton; Patricia Randall

Pratt; Jan Luttrell

Viola; Howard Means

Wellington; Gloria Klima

Wichita-Covenant; Allen Goodwin

Wichita-First; David Miller, Mary Knecht,
David Grisham

Wichita-Grace; Marian Vavra, Anne Woolsey,
James Remsberg

Wichita-Korean; Nam Choi

Wichita-Trinity; Wayne Orr

Wichita-Westwood; Bob Lawrence, Marie Jones

Winfield; Marsha Granberry, Steve McSpadden

Ruling Elder Commissioners Absent

Anthony-Hopewell

Kingman

Wichita-Bethel

Arkansas City

Kingsdown

Wichita-Brotherhood

Arlington

Lakin

Wichita-Mt. Vernon

Chase

Larned

Wichita-Southwest

Cherryvale

Leoti

Yates Center

Coffeyville

Liberal

Zenith

Conway Springs

Lyons

Zenith

Dodge City

Halstead

McPherson

Harper

Mayfield

Haysville

Medicine Lodge

Holcomb

Spearville

FPC Hutchinson

Sterling

Independence

Syracuse

Jetmore

Tribune

Staff Members Present

Brian Wheeler – Director of Camping Ministries

Diane Wheeler – Assistant Director of Camping Ministries

Rachel Furry – Bookkeeper

Jan Lane – Administrative Assistant

Appendix B – Consent Agenda

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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 Aug 8, 2017, as found at www.pbysk.org
2. **MOTION:** Approve Docket for Presbytery Meeting – November 14, 2017.
See Consent Agenda Appendix (A)
3. **MOTION:** Approve Equalization Report for 2018 (Appendix B)
4. **MOTION:** Approve Session Records Review Report for 2017 (Appendix C)

B. PSK Trustees Report

MOTION: Approve the PSK Trustees Report
See Consent Agenda Appendix (D)

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Consent Agenda - Appendix A

Docket

Meeting of the Presbytery of Southern Kansas

First Presbyterian, Wichita

November 14, 2017 at 9:00am

- 9:00 a.m. Gather in Sanctuary
- 9:05 a.m. Opening Business – Steve McSpadden
 Seat corresponding members, first time ruling elders, temporary committees,
 welcome from host church, approval of agenda/consent agenda
- 9:10 a.m. Moderator’s Report – Steve McSpadden
- 9:15 a.m. Stated Clerk’s Report – Jim Anderson
- 9:25 a.m. Governance Team – Mark Miller
- 9:40 a.m. Camping Ministries Team – Jeremiah Lange
 Second reading of documents RE: WMW Incorporation
- 10:25a.m. Nominating Committee – Laura Frazey
- 10:40am BREAK
- 11:15 a.m. Trustees – Laura Frazey
- 11:25 a.m. Presbytery Coordinating Team – Denise Pass
- 11:30 a.m. Church Orders Ministry Team – Denise Pass
- 11:40 a.m. 1001 New Worshiping Communities – Catherine Neelly-Burton
- 11:45am Mission Partnership Team – Skip Johnson
- 11:50 a.m. Youth Council – Joe Wiseman
- 11:55 a.m. Instructions for Lunch – Brent Johnston
- 12:00 p.m. Prayer & Recess for Lunch – Steve McSpadden
- 1:00 p.m. Insurance Seminar: What the Local Congregation Needs
 Important for every clerk, pastor and CRE to know & understand
- 2:00 p.m. New Business/Items removed from Consent Agenda (if needed)
 Temporary Committees Report
- 2:05 p.m. Closing Worship – In Honor of the Ministry of Brotherhood, Wichita
 Adjournment

Consent Agenda - Appendix B - Equalization

Ruling Elder Commissioner Count - Equalization Report Formula: 1-175 members=1 commissioner; 176-299=2; 300+=3		2016 Membership reported to PCUSA	Ruling Elder Commissioners per meeting
Anthony	Hopewell Presbyterian Church	9	1
Arkansas City	First Presbyterian Church	79	1
Arlington	Presbyterian Church	20	1
Ashland	Presbyterian Church	14	1
Caldwell	First Presbyterian Church	38	1
Cambridge	Presbyterian Church	45	1
Chase	Community Presbyterian Church	18	1
Cherryvale	First Presbyterian Church	39	1
Coffeyville	First Presbyterian Church	81	1
Conway Springs	First Presbyterian Church	41	1
Derby	First Presbyterian Church	236	2
Dodge City	First Presbyterian Church	106	1
El Dorado	First Presbyterian Church	248	2
Freeport	First Presbyterian Church	45	1
Garden City	Presbyterian Church	148	1
Great Bend	First Presbyterian Church	120	1
Halstead	First Presbyterian Church	19	1

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Harper	First Presbyterian Church	23	1
Haysville	St. Marks Presbyterian Church	25	1
Holcomb	Holcomb Community Church	7	1
Hutchinson	First Presbyterian Church	410	3
Hutchinson	New Covenant	155	2
Independence	First Presbyterian	146	1
Jetmore	Presbyterian Church	68	1
Kingman	First Presbyterian	43	1
Kingsdown	Presbyterian Church	29	1
Lakin	First Presbyterian Church	43	1
Larned	First Presbyterian Church	76	1
Leoti	First Presbyterian Church	17	1
Liberal	First Presbyterian Church	40	1
Lyons	First Presbyterian Church	39	1
Marion	Presbyterian Church	85	1
Mayfield	Federated Church	9	1
McPherson	First Presbyterian Church	140	1
Medicine Lodge	First United Presbyterian Church	13	1
Neodesha	First Presbyterian Church	11	1
Newton	First Presbyterian Church	175	2

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Pratt	Presbyterian Church	123	1
Spearville	Federated Community Church	20	1
Sterling	United Presbyterian Church	137	1
Syracuse	First Presbyterian Church	77	1
Tribune	Presbyterian Church	28	1
Viola	Presbyterian Church	15	1
Wellington	First Presbyterian Church	93	1
Wichita	Bethel Presbyterian Church	30	1
Wichita	Brotherhood Presbyterian Church	32	1
Wichita	Covenant Presbyterian Church	422	3
Wichita	First Presbyterian Church	438	3
Wichita	Grace Presbyterian Church	387	3
Wichita	Korean Presbyterian Church	51	1
Wichita	Mt Vernon Presbyterian Church	78	1
Wichita	Southwest Presbyterian Church	20	1
Wichita	Trinity Presbyterian Church	71	1
Wichita	Westwood Presbyterian Church	234	2
Winfield	First Presbyterian Church	219	2
Yates Center	First Presbyterian Church	33	1
Zenith	Presbyterian Church	23	1
			71
79	Teaching Elders listed as members of PSK either in an active, retired or at large determination.		

Consent Agenda - Appendix C

2017 Session Records Review

Church	Clerk	Reviewed:				Reviewed by (Name)
		Mt. Vernon (M) Larned (L) Coffeyville (C)	Session Minutes Review approved? And stamped	Date of Review		
Anthony/Hopewell	Margie Seipel					
Arlington	Dee Brooks					
Ashland	Terrie Luckie					
Arkansas City	Otis Morrow					
Caldwell	LuAnn Jamison	M	Yes	9/16/2017		Mary Ellen Garver
Cambridge	Rita Ashenfelter	C	Yes	10/3/2017		Liz Moore
Chase	Vaughn Zubillaga	L	Yes	8/12/2017		Marilyn Ellis
Cherryvale	Lydia Collins					
Coffeyville	Amy Roesky	C	Yes	10/3/2017		Rita Ashenfelter
Conway Springs	Cara Leahy					
Derby	Marilyn Armstrong	M	Yes	9/16/2017		Marie Jones
Dodge City	Barbara Housman	M	Yes	9/16/2017		Melinda Sears
El Dorado	Carla Chrispens					
Freeport	Fisher & Dusenbury	M	Yes	9/16/2017		Susan Raleigh
Garden City	Ann Hamlett					
Great Bend	Jan Bonine	L	Yes	8/12/2017		Leigh Ann Curtis
Halstead	Anthony D'Olivo	M	Yes	9/16/2017		Mary Dusenbury
Harper	Darla Matthews					
Haysville	Karen Ruth	M	Yes	9/16/2017		Lara MacGregor
Holcomb	no one assigned currently					
Hutch, First	Marjory Johnson	L	Yes	8/12/2017		Christian Dashiel
New Covenant	vacant	M	Yes	9/16/2017		Linda Wyman
Independence	Liz Moore	C	Yes	10/3/2017		Amy Roesky
Jetmore	Rhonda Stithem					
Kingman	Betty Boese	M	Yes	9/16/2017		Marilyn Armstrong
Kingsdown	Laura Ellis	L	Yes	8/12/2017		Vaughn Zubillaga
Lakin	Donna Neff					
Larned	Linda Wyman	M	Yes	9/16/2017		Michelle Ducey

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Church	Clerk				
Leoti, First	Marjorie Elder				
Liberal	Ken Thompson	L	Yes	8/12/2017	Wayne Good
Lyons	Raymond Soeken Jr.	M	Yes	9/16/2017	Karen Ruth
Marion	Ed Wheeler				
Mayfield	Sue Narron				
McPherson	Cindy Griggs	M	Yes	9/16/2017	Anthony D'Olio
Medicine Lodge	Susan Raleigh	M	Yes	9/16/2017	Terry Fisher
Newton	Kathy Randall	M	Yes	9/16/2017	Cindy Griggs
Pratt	Leigh Ann Curtis	L	Yes	8/12/2017	Jan Bonine
Spearville	Wayne Good	L	Yes	8/12/2017	Ken Thompson
Sterling	Christian Dashiell	L	Yes	8/12/2017	Ken Thompson
Syracuse	Deb Hasik				
Tribune	Janice Fahrenholtz				
Viola	Betty King				
Wellington	Mary Ellen Garver	M	Yes	9/16/2017	LuAnn Jamison
WT-Bethel	Chris Atchison	M	Yes	9/16/2017	Terry Fisher
WT-Covenant	Emily Metzger	M	Yes	9/16/2017	Philip Matthews
WT-First	Melinda Sears	M	Yes	9/16/2017	Barbara Housman
WT-Grace	Sandy Remsberg	M	Yes	9/16/2017	Phil Arnold
WT-Korean	Nam Suk Choi				
WT-Mt Vernon	Michelle Ducey	M	Yes	9/16/2017	Jay Ayers
WT-Southwest	Lois Reynolds Ramona Honn	M	Yes	9/16/2017	Betty Boese
WT-Trinity	Phil Arnold	M	Yes	9/16/2017	Jean Mulford
WT-Westwood	Marie Jones	M	Yes	9/16/2017	Marilyn Armstrong
Winfield	Cathy Royston	W*	Yes	10/10/2017	Diane Massey
Yates Center	Susan Suske				
Zenith	no one assigned currently				

*Pastor Diane Massey went to Winfield to conduct the review.

Consent Agenda - Appendix D

Presbytery of Southern Kansas

Trustee Report to Presbytery

Nov 14, 2017

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

1. INFORMATION ITEMS FROM THE TRUSTEE ACTIVITIES:

- a. The sanctuary roof on the Calvary Presbyterian facility that is now leased to Iglesia Cristiana Rey de Reyes has been re-shingled. The missing soffit has been replaced and the re-roof the educational wing has been completed.
- b. Finances: The balance in the Presbytery Trustee Capital account (2016 = \$185,094.58, 2017 = \$132,887),
The balance in the Calvary account is \$-1,782.
The balance in the Brotherhood account is \$-5,402.

2. PRESBYTERY ACTION:

a. **MOTION:** The following motion was unanimously approved on Sep 28, 2017 by consensus: Move that if the way be clear, the Presbytery grant permission to the Jetmore Presbyterian Church, to sell their manse and associated lot at 213 Atkin, City of Jetmore, Hodgeman County, KS. The asking selling price has been set at \$60,000; however, due to water damage in the basement a lesser price may be accepted, with the funds going to continue the mission of the congregation. This was unanimously approved by the congregation on September 24, 2017.

- 1) The legal description for the land is: West Jetmore, S06,T23, R26, BEG 80' W, 100' N-SWC-BLK22, H10 TH W 140', N 125', E140', S125', TO P OB, in the City of Jetmore, Hodgeman County, Kansas. The street address is 213 Atkin, Jetmore, Kansas.
- 2) The final terms of sale to be settled by contract between Jetmore Presbyterian Church and the Buyer regarding related matters.

b. Brotherhood Presbyterian Church:

- 1). The Brotherhood Presbyterian Church was closed on July 30, 2017.
- 2). Brandon Redic, pastor of "The BRIDGE" (1156 N. Oliver) and other members have toured the facility three times. They have expressed interest in purchasing the complete facility, sanctuary, community building, parking lot and playground. An architect and an engineer from EBY construction toured the sanctuary to determine the cost estimate for installing restrooms on the upper floor and renovation. HVAC, lighting and sound contractors have also toured. The criteria for selling is that it will remain as a religious facility, the missions of food pantry and pre-school will continue. The PCT has provided guidance concerning the sale price in that the buyer should first issue a bid price.
- 3) **MOTION:** The following motion was unanimously approved by the Trustees by e-mail: Move that if the way be clear, the Presbytery grant permission to sell the Brotherhood Presbyterian Church of Wichita, the sanctuary building, community building, parking lot and playground lots located at 2328 E 13th Street North, City of Wichita to "The Bridge", a worshipping fellowship associated with the Southern Baptist Church. The Brotherhood church was closed on July 30, 2017.
 - a) A contract specification will stipulate that the pre-school ministry may continue.
 - b) A contract specification will stipulate that the community assistance ministries may continue.
 - c) These two ministry opportunities have been favorably discussed with The Bridge's board members.
 - d) All terms of sale to be settled by contract between the Presbytery of Southern Kansas Trustees and the board of The Bridge.
 - e) 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.

c. Neodesha Presbyterian Church Investment:

- 1). The Neodesha church had an account with the Presbyterian Foundation (Stewart/Jones/Griffith fund) that had a balance of \$8,120.64 as of 12/31/2016. The fund was started in 1995 for the purpose of long term care for the church. These funds have been transferred to the Presbytery.
- 2) **MOTION:** The following motion was approved by the Trustees on 8/17/2017: Disbursements from the Stewart/Jones/Griffith fund be allocated to the Presbytery of Southern Kansas's "Small Church Reserve Fund" as required by the Presbyterian Foundation and that the direct deposit be established with the Foundation.

Ken Coryell

Trustee Secretary,

Presbytery of Southern Kansas

**Appendix C – Report from Synod of Mid-America
(complete report posted on www.pbysk.org)**

**Proposal for a Task Force on the Future of Presbyterian Ministry
in the Synod of Mid-America**

Purpose & Composition

The proposed Task Force on the Future of Presbyterian Ministry in the Synod of Mid-America will be a cooperative task force of the Synod of Mid-America (SoMA) and its member presbyteries to assess the current state of Presbyterian Ministry in the region; to identify future social, demographic, and economic trends that may affect the sustainability and effectiveness of that ministry; and to make recommendations for the purpose of enabling the SoMA and its presbyteries to strengthen their support of the “witness of congregations, to the end that the church throughout [the] region becomes a community of faith, hope, love, and witness” (*Book of Order, G-3.0401*).

The work of the Task Force shall primarily be focused on two areas of inquiry:

- *Organizational Sustainability*: Are the current presbytery structures sufficient to effectively support the witness of congregations?

- *Strength of Relationships*: Do current presbytery structures sufficiently enable the building and sustaining of relationship between congregations and their members?

The Task Force may elect to pursue other areas of inquiry if it becomes clear (through its research) that additional insight and/or recommendations would strengthen the support of the witness of congregations.

Any recommendations produced by the Task Force will not be considered binding in and of themselves, but will be offered to the SoMA and its member presbyteries for consideration in the spirit of edification, a desire for strengthening, and for support.

In keeping with the cooperative nature of the work, the Task Force will be composed of 12 members: Six members will serve as representatives of the six SoMA presbyteries, equally distributed, chosen from among their members (and not currently serving as a Synod Commissioner). One SoMA Commissioner from each presbytery will also be chosen to serve (and from among whom the Moderator will be chosen).

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Appendix – D - PSK Comparative Balance Sheet as of Sept 2017

Fiscal Year 2017, Period 9 (09/01/2017 to 09/30/2017)

Description	2017	2016
ASSETS		
PETTY CASH	177.77	134.46
BANK OF AMERICA-checking	40,691.56	40,687.44
BANK OF THE WEST-checking	76,490.70	86,308.70
BANK OF THE WEST--WMW MARKETING	-	621.45
BANK OF THE WEST-MONEY MARKET	256,560.86	286,129.44
FNB-FREDONIA PETTY CASH	1,500.00	1,500.00
ACCOUNTS RECEIVABLE	3,779.90	3,779.90
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(3,779.90)	(3,779.90)
CDC ACCOUNT AT PILP	7,239.68	4,276.05
PRESBYTERIAN CHURCH FOUNDATION	572,961.96	529,676.86
WMW-SCHOLARSHIP ACCOUNT AT PILP	21,696.58	24,515.65
PC (USA) INVESTMENT & LOAN PROGRAM	48,211.16	47,947.17
RESOURCES FOR RESALE	267.04	106.32
Property, Equip., Vehicles, Bldg. Land	820,446.55	820,446.55
Total Assets	1,846,243.86	1,842,350.09
LIABILITIES AND FUND BALANCES		
Liabilities		
DONATIONS PAYABLE	550.00	8,000.00
SYNOD PAYABLE--SHARED MISSIONS	712.33	703.58
GA PAYABLE--SHARED MISSIONS	13,483.28	6,809.06
STERLING COLLEGE PAYABLE	270.50	770.50
SYNOD PAYABLE--PER CAPITA	1,096.84	(65.68)
GA PAYABLE--PER CAPITA	300.68	538.73
FLEXIBLE MED-WHEELER	-	1,200.23
CAMP DEPOSITS	400.00	400.00
Total Liabilities	16,813.63	18,356.42
Reserved Funds		
PBY-PROP & EQ'T FD BALANCE	7,540.03	7,540.03
PSK SEMINARY INTERNSHIP	510.25	510.25
MISSION PARTNERSHIP & SUPPORT	26,830.22	18,656.48
KNOX LAND AT BELLE PLAINE	4,479.00	5,836.07
YOUTH TRIENNIUM	6,039.15	2,721.22
NEW CHURCH DEVELOPMENT	55,608.20	68,241.50
CONGR. REDEVELOPMENT	62,340.82	71,963.57
TRUSTEE CAPITAL	134,821.81	178,273.47

Appendix – D - PSK Comparative Balance Sheet as of Sept 2017

SELF DEVELOPMENT OF PEOPLE	700.93	700.93
SMALL CHURCH RESERVE FUND	21,315.37	24,231.93
PEACEMAKING	791.44	-
ADMINISTRATORS' CON'T ED.	1,032.22	595.69
DISASTER DAMAGE	4,879.43	4,879.43
INQUIRER/CANDIDATE SUPPORT	19,686.09	18,623.28
LEADERSHIP ACADEMY	610.41	610.41
WELL ROYALTIES	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	96,685.77	96,685.77
VISIONING	7,513.93	7,513.93
SUMNER COUNTY FARM LAND		
APPRAISAL	102,000.00	102,000.00
WMW-CHAPEL	98,246.77	104,740.24
WMW-FRIENDS OF THE WMW	163,733.47	111,338.51
WMW-SCHOLARSHIP ACCOUNT AT PILP	25,422.77	21,573.48
WMW-SPECIAL GIFTS	102,569.48	98,538.72
WMW-MARKETING	2,249.84	1,672.52
WMW-PROPERTY & EQUIP. FD		
BALANCE	263,035.97	263,035.97
Total Reserved Funds	1,235,806.00	1,235,646.03
Fund Balance		
GENERAL OPERATING FUND BALANCE	560,829.61	537,652.48
Net Activity	32,794.62	-50695.16
Total Fund Balance	593,624.23	588,347.64
Total Liabilities and Fund Balances	1,846,243.86	1,842,350.09

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For the 1st, 2nd and 3rd Quarter of 2017

	As of 3/30/17	As of 6/30/17	As of 9/30/17
Cash & Cash Equivalents:			
Petty Cash	85	28	178
Fredonia Petty Cash	1,500	1,500	1,500
Bank of America Checking	40,689	40,690	40,692
Bank of West Checking	141,265	64,342	76,491
Bank of West Money Market	286,353	286,458	256,561
Total Cash	469,892	393,018	375,422
Short Term Investments:			
Church Development Corp.	7,228	7,234	7,240
New Covenant Mutual Funds	547,039	547,039	572,962
Presbyterian Investment CD	48,068	48,138	48,211
Total Short Term Inv.	602,335	602,411	628,413
Long Term Investments:			
Scholarship Fund	21,629	21,662	21,697
TOTAL ASSETS	1,093,856	1,017,091	1,025,532
Less Liabilities:	19,678	22,198	16,814
Less Reserve Funds:			
Administrators Continuing Ed	1,032	1,032	1,032
Congregational Emergency Loan	96,686	96,686	96,686
Congregational Redevelopment	62,341	62,341	62,341
Disaster Damage	4,879	4,879	4,879
Inquirer/Candidate Support	19,145	19,145	19,686
Knox Land at Belle Plaine	493	2,486	4,479
Leadership Academy	610	610	610
Mission Partnership	28,440	30,270	26,830
New Church Development	60,728	56,888	55,608
Peacemaking	786	786	791
PSK Seminary Internship	510	510	510
Sch. & Small Church Network Events	3,000	3,000	3,000
Self Development of People	701	701	701
Small Church Reserve	22,298	21,160	21,315
Trustee Capital	175,229	143,261	134,822
Video Conferencing	22,163	22,163	22,163
Visioning	7,514	7,514	7,514
Well Royalties	2,000	2,000	2,000
Youth Triennium	6,039	6,039	6,039
WMW--Scholarships	26,453	26,487	25,423
WMW--Chapel Fund	102,274	98,210	98,247
WMW--Special Gifts	124,201	102,371	102,569
WMW--Friends of WMW	185,546	189,289	163,733
WMW--Marketing	2,155	2,250	2,250
Total Reserve Funds	955,223	900,078	863,228
Cash Operating Balance	118,955	94,815	145,490

Appendix – F – PSK Income/Expense

Fiscal Year 2017, Period 9 (09/01/2017 to 09/30/2017)

	Current Period	Year to Date	2017 Budget	% of Budget
Budgeted Income:				
Per Capita	9,896	142,416	180,000	79%
Shared Missions	14,247	125,312	180,000	70%
Interest & Dividends -- Investments	1,747	4,146	9,100	46%
Other Income	-	-	500	0%
Synod subsidy of PSK Executive	-	29,385	42,656	69%
Total Budgeted Income	25,890	301,259	412,256	73%
Budgeted Expenses:				
Support of Westminster Woods Camp	5,000	45,000	60,000	75%
Presbytery Office Expense	3,049	20,026	26,000	77%
Presbytery FICA/Med	284	2,847	5,082	56%
Church Orders Ministry Team	127	1,520	4,500	34%
Mission Partnership Ministry Team	4,713	22,875	22,875	100%
Congregational Resources Ministry Team	-	4,048	9,500	43%
Other Expenses	-	174	250	70%
Presbytery Coordinating Team	45	1,119	1,200	93%
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	-	44	250	18%
PSK Disaster Committee	-	-	100	0%
Meetings of Presbytery	-	1,549	5,000	31%
Legal and Audit	6,250	6,250	6,500	96%
Transitional Presbytery Executive	507	63,822	89,313	71%
Office Administrative Assistant	4,468	41,633	52,948	79%
Office of Stated Clerk	2,054	9,900	14,220	70%
Office of Treasurer	-	-	1,236	0%

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Bookkeeper	875	10,299	16,350	63%
GA Per Capita	2,062	32,838	43,620	75%
Synod Per Capita	770	12,293	15,820	78%
GA Shared Missions	3,134	27,569	37,812	73%
Synod Shared Missions	712	6,266	8,594	73%
Total Budgeted Expenses	34,049	310,072	422,070	73%
Net Budgeted Income Over (Under)	<hr/>			
Budgeted Expenses	(8,159)	(8,813)	(9,814)	
Unbudgeted Income:				
Unrealized Gain (Loss) on Investments	12,547	38,635	-	
Youth Council Events	(340)	190	-	
Total Unbudgeted Income	12,206	38,825	-	
Net Income Over (Under) Expenses	4,047	30,012	(9,814)	

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Appendix – G – WMW inc/exp

November 14, 2017

Westminster Woods Camp Income and Expenses

Fiscal Year 2017, Period 9 (09/01/2017 to 09/30/2017)

Description	Current Period	Year to Date	2017 Budget	% of Budget
Income				
PSK Events	16,223	188,324	180,000	105%
PSK/Non-PSK Groups	31,267	143,937	144,938	99%
Camp Support from PSK	5,000	45,000	60,000	75%
Other Income/Camping Reserves	-	-	58,112	0%
Total Income	52,489	377,261	443,050	85%
Expenses				
CAMP DIR.'S SALARY	3,154	31,467	42,508	74%
CAMP DIR.'S HOUSING	-	-	13,653	0%
CAMP DIR.-HOUSING PROVISION	-	-	(13,653)	0%
CAMP DIR.'S UTILITIES	-	-	3,000	0%
CAMP DIR.'S PENSION-MEDICAL/DENTAL	1,926	17,287	21,918	79%
CAMP DIR.'S PROF. EXP.	155	745	1,800	41%
CAMP DIR.'S CONT. EDUCATION	50	388	600	65%
Camp Director Salary & Benefits	5,285	49,887	69,826	71%
CAMP ASST. DIR. SALARY	2,351	22,331	30,558	73%
CAMP ASST. DIR. PENSION	996	8,968	13,787	65%
Camp Asst. Director Salary & Benefits	3,347	31,298	44,345	71%
CAMP DIR.'S FICA & MEDICARE	241	2,293	3,137	73%
CAMP ASST. DIR. FICA/MED	180	1,708	2,338	73%
Camp Director/Asst. Director FICA	421	4,001	5,475	73%

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Appendix – G – WMW inc/exp

November 14, 2017

WMW SUMMER STAFF WAGES	-	56,416	37,800	149%
WMW SUPPORT STAFF FICA/MED	127	8,280	7,385	112%
WMW COOKS WAGES	70	14,755	12,240	121%
WMW BUS DRIVER WAGES	-	830	800	104%
WMW MAINTENANCE WAGES	1,209	15,615	15,327	102%
WMW HEALTH ROOM WAGES	-	2,000	1,800	111%
WMW CLEANING STAFF WAGES	345	10,017	12,480	80%
WMW OFFICE INTERN WAGES	-	1,725	1,800	96%
WMW LIFEGUARD/KITCHEN WAGES	40	6,880	6,900	100%
Camp Support Staff	1,791	116,517	96,532	121%
WMW CAMP COMMITTEE MTG EXP	-	-	290	0%
Committee Expenses	-	-	290	0%
WMW STAFF TRAINING	-	1,640	1,500	109%
WMW STAFF MEALS	-	-	300	0%
WMW PUBLICITY	233	1,593	4,000	40%
WMW PROGRAMMING	-	-	500	0%
WMW TRANSPORTATION	-	6,449	5,800	111%
WMW CAMP MATERIALS	14	1,311	900	146%
WMW T-SHIRTS	(50)	3,878	3,800	102%
WMW FOOD	1,201	48,905	40,570	121%
WMW HEALTH EQUIPMENT	53	716	1,600	45%
WMW RETREAT EXPENSES	-	6,421	7,500	86%
WMW OFFICE SUPPLIES	66	3,727	4,000	93%
WMW REFUSE HAULING	-	1,065	630	169%
WMW INTERNET, PHONES, SATELLITE TV	378	3,657	6,000	61%
WMW OFFICE EQUIPMENT	-	65	2,500	3%
WMW ELECTRICITY	4,430	24,185	30,000	81%
WMW PROPANE	2,816	2,816	7,850	36%
WMW RURAL WATER	669	5,227	6,000	87%
WMW INSURANCE	5,273	19,892	39,832	50%
WMW OFFICE ASSISTANT	-	106	5,400	2%
WMW CHAPEL EQUIPMENT	-	2,098	-	
WMW GENERAL SUPPLIES	580	3,745	6,500	58%
WMW TAXES	-	-	650	0%
WMW FEES	-	470	675	70%
WMW RECREATION EQUIPMENT	-	215	750	29%
WMW EQUIPMENT	-	453	2,500	18%
WMW REPAIRS & MAINTENANCE	724	29,424	40,000	74%
WMW FUEL	997	4,368	6,500	67%
WMW ACA/PCCA FEES	-	350	325	108%
Programming & Operations	17,384	172,775	226,582	76%
Total Expenses	28,228	374,479	443,050	
Net Income (Loss)	24,261	2,782	-	

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Appendix – H - Inc/Exp combined

Appendix – G - Inc/Exp combined

Statement of Activities--Combined
Fiscal Year 2017, Period 9 (09/01/2017 to 09/30/2017)

	Current Period	Year to Date	2017 Budget	% of Budget
Budgeted Income:				
Per Capita	9,896	142,416	180,000	79%
Shared Missions	14,247	125,312	180,000	70%
Interest & Dividends -- Investments	1,747	4,146	9,100	46%
Other Income	-	-	500	0%
Synod subsidy of Executive	-	29,385	42,656	69%
Camp Support from PSK	5,000	45,000	60,000	75%
Other Income/Camping Reserves	-	-	58,112	0%
Camp	47,489	332,261	324,938	102%
Total Budgeted Income	78,379	678,520	855,306	79%
Budgeted Expenses:				
Presbytery Office Expense	3,049	20,026	26,000	77%
Presbytery FICA/Med	284	2,847	5,082	56%
Church Orders Ministry Team	127	1,520	4,500	34%
Mission Partnership Ministry Team	4,713	22,875	22,875	100%
Congregational Resources Ministry Team	-	4,048	9,500	43%
Other Expenses	-	174	250	70%
Camp Committee	-	-	290	0%
Camp Support Staff	1,791	116,517	96,532	121%
Camp Programming	1,452	70,913	66,470	107%
Camp Operations	15,932	101,862	160,112	64%
Director of Camping Ministries	5,285	49,887	69,826	71%
Assistant Director of Camping Ministries	3,347	31,298	44,345	71%
Camp Director/Assistant FICA/Med	421	4,001	5,475	73%
Presbytery Support of Camp	5,000	45,000	60,000	75%
Presbytery Coordinating Team	45	1,119	1,200	93%
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	-	44	250	18%
PSK Disaster Committee	-	-	100	0%
Meetings of Presbytery	-	1,549	5,000	31%
Legal and Audit	6,250	6,250	6,500	96%
Office of the Presbytery Administrator	507	63,822	89,313	71%

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Office Administrative Assist.	4,468	41,633	52,948	79%
Office of Stated Clerk	2,054	9,900	14,220	70%
Office of Treasurer	-	-	1,236	0%
Bookkeeper	875	10,299	16,350	63%
GA Per Capita	2,062	32,838	43,620	75%
Synod Per Capita	770	12,293	15,820	78%
GA Shared Missions	3,134	27,569	37,812	73%
Synod Shared Missions	712	6,266	8,594	73%
Total Budgeted Disbursements	62,277	684,551	865,120	79%

Net Budgeted Revenue over (under)

Budgeted Disbursements	16,101	(6,030)	(9,814)
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Unbudgeted Revenue:

Unrealized Gain (Loss) on Investments	12,547	38,635
Youth Council Events	(340)	190
Total Unbudgeted Revenue	12,206	38,825

Net Revenue Over (Under) Disbursements	28,308	32,795
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Appendix – I – 2018 Proposed PSK Budget

			2017 Budget	2017 Projection	2018 Prop. Budget
Budgeted Income:					
Per Capita	5391	\$36.00	\$180,000.00	\$185,500.00	\$180,000.00
Shared					
Missions			\$180,000.00	\$156,100.00	\$155,000.00
Interest & Dividends -					
Investments			\$9,100.00	\$6,000.00	\$5,000.00
Other Income			\$500.00	\$0.00	\$0.00
Synod Subsidy of Executive Presbyter			\$42,656.00	\$24,883.00	\$0.00
Total Budgeted Income:			\$412,256.00	\$372,483.00	\$340,000.00
Budgeted Expenses:					
Presbytery Office Expenses			\$26,000.00	\$25,000.00	\$25,000.00
Presbytery FICA/Medical			\$5,082.00	\$4,018.00	\$4,140.00
Church Orders Ministry Team			\$4,500.00	\$3,000.00	\$4,000.00
Mission Partnership Ministry					
Team			\$22,875.00	\$22,875.00	\$22,875.00
Congregational Resources Ministry Team			\$9,500.00	\$9,500.00	\$9,500.00
Other					
Expenses			\$250.00	\$250.00	\$250.00
Presbytery Support WMW Camp			\$60,000.00	\$60,000.00	\$60,000.00
Presbytery Coordinating Team			\$1,200.00	\$1,575.00	\$1,400.00
Governance					
Team			\$50.00	\$0.00	\$0.00
Trustees			\$50.00	\$0.00	\$0.00
Presbytery Support Ministries Team			\$250.00	\$0.00	\$0.00
Committee on Representation			\$50.00	\$0.00	\$0.00
Judicial/Investigative Committee			\$500.00	\$0.00	\$500.00
Administrative Commissions			\$250.00	\$50.00	\$250.00
PSK Disaster Committee			\$100.00	\$0.00	\$0.00
Meetings of Presbytery			\$5,000.00	\$2,050.00	\$4,000.00
Legal and					
Audit			\$6,500.00	\$6,250.00	\$4,000.00
Office of Presbytery Administrator			\$89,313.00	\$63,315.00	\$12,009.00
Office of Administrative Assistant			\$52,948.00	\$52,948.00	\$54,536.00
Office of the Stated Clerk			\$14,200.00	\$16,650.00	\$26,200.00
Office of the Treasurer			\$1,236.00	\$0.00	\$0.00
Office of the Bookkeeper			\$16,350.00	\$14,000.00	\$16,840.00
GA Per Capita			\$43,620.00	\$38,650.00	\$38,650.00
Synod Per Capita			\$15,820.00	\$14,000.00	\$14,000.00
GA Shared Missions			\$37,812.00	\$34,100.00	\$34,100.00
Synod Shared Missions			\$8,594.00	\$7,750.00	\$7,750.00
Total Budgeted					
Expenses			\$422,050.00	\$375,981.00	\$340,000.00
Income Less					
Expenses:				-\$3,498.00	\$0.00

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Appendix – I – 2018 Proposed PSK Budget

* To assist in securing possible future leadership also balancing the budget.

**2018 Per
Capita:**

General Assembly	\$7.73
Synod of Mid-America	\$2.80
Presbytery of Southern Kansas	<u>\$25.47</u>
	\$36.00

2018 Shared Missions:

General Assembly	22%
Synod of Mid America	5%
Presbytery of Southern Kansas	<u>73%</u>
	100%

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Appendix – J – WMW Bylaws

Westminster Woods Camp and Retreat Center, Inc.

1. Name and Purpose

- 11** The name of this corporation shall be Westminster Woods Camp and Retreat Center, Inc. (the “Corporation”).
- 12** The purpose for which the Corporation is formed is the establishment and maintenance of a center of religious worship, to advance the cause of Christian education in the central United States by providing leadership, programs, and facilities for camps and retreats, religious worship, recreation, and Bible study. The mission of the Corporation is to be a Christian camp and retreat center dedicated to the glory of God by helping campers of all ages build and strengthen their relationship with Christ, and with each other, through time set aside for Christian education, prayer, worship, and play. This Corporation is organized exclusively for religious, educational, and charitable purposes and not for pecuniary profit so as to qualify as an organization exempt from taxation under Section 501(c)(3) of the United States Internal Revenue Code, as amended, or the corresponding provisions of any future federal tax law (the “Code”).
- 13** The Corporation is organized and is to operate as a not-for-profit corporation, and it is intended that the Corporation will qualify at all times as an organization exempt from federal income tax under sections 501(a) and 501(c)(3) of the Code, and that it will qualify at all times as an organization to which deductible contributions may be made pursuant to sections 170(c)(2), 642, 2055 and 2522 of the Code.
- 14** The Corporation shall keep correct and complete books and records of account, and shall also keep minutes of the proceedings of the Board of Directors and of committees having any of the authority of the Board of Directors, and shall keep at its registered or principal office a record giving names, addresses and telephone numbers of the Board of Directors.
- 15** These Bylaws shall become effective upon their approval by the initial Board of Directors of the Corporation.

2. Principal Office

- 21** Principal Office. The principal office of the Corporation is 18487 Barber Road, Fall River, Kansas 67047.
- 22** Other Offices. The Corporation also may have offices at such other places, within or without the State of Kansas, as its business and activities may require, and as the Board (defined below) may, from time to time, designate.
- 23** Registered Office and Registered Agent. The Corporation shall maintain a registered office as required by statute, at which it shall maintain a registered agent. The registered office may, but need not, be identical with the principal office, and the address of the registered office may be changed from time to time by the Board of Directors. The Corporation may also have offices and places of business at such other places within or without Kansas, as the Board of Directors may from time to time determine. The initial registered office of the Corporation shall be located at 18487 Barber Rd, Fall River, KS 67047 and the name of the initial registered agent at such address is Westminster Woods Camp and Retreat Center, Inc.

3. Board of Directors

- 31** Management. This Corporation has vested the management of the business and affairs of the Corporation in its Board of Directors (the “Board”) subject to the Kansas General Corporation Code, the Articles of Incorporation, these Bylaws, and any covenant agreement in effect.
- 32** Number, Election. The number of Directors shall be fifteen (15), in multiples of five as shall be fixed from time to time by resolution of the Directors. The original Board of Directors shall be appointed by Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc. All future Directors shall be selected and confirmed by the Board and in accordance with the covenant agreement, if any. One third of the initial Directors shall serve a one year term, one third shall serve a two year term, and one third shall

Appendix – J – WMW Bylaws

serve a three year term. After such initial term all Directors may serve three year terms. A Director may serve two consecutive three-year terms, or for initial Directors whose first term is one year or two years, two consecutive three-year terms plus their initial one or two year initial term. Any Director that reaches these term limits may again be a Director after one year of being off of the Board of Directors.

- 33 Vacancies. The Board will fill any vacancy on the Board and any Director position to be filled due to an increase in the number of Directors. A vacancy is filled by the affirmative vote of a majority of the remaining Directors, or if there is only a sole remaining Director, by that Director. A Director selected to fill a vacancy will serve for the unexpired term of his or her predecessor in office and will still be eligible for two additional consecutive terms if the partial term is one year or less.
- 34 Resignations. Any Director may resign at any time by delivering written notice to the Secretary or Chair of the Board. Such resignation shall take place upon receipt of or, if later, at the time specified in the notice.
- 35 Removal. Any Director may be removed with or without cause, at any time, by a majority of the Board at any meeting called for that purpose. Any Director under consideration of removal must be notified about the consideration by written notice at least five (5) days prior to the meeting at which the vote takes place.
- 36 Actions. The Board will try to act by consensus. However, if a consensus is not available, the vote of a majority of Directors present and voting at a meeting at which a quorum is present is enough to constitute the act of the Board, unless the act of a greater number is required by law or by some other provision of these Bylaws. A Director who is present at a meeting and abstains from a vote is considered to be present and voting with the majority for the purpose of determining the Board's decision.
- 37 Requirements. To be eligible to serve as a member of the Board of Directors, an individual must be an adult, interested in and willing to promote, support and advocate for the Corporation and its programs. A Director shall attend the annual meeting of the Corporation, shall make his or her best efforts to prepare for and attend all meetings of the Board of Directors, shall make an annual financial contribution, to the Corporation, and shall actively participate in the life and work of the Corporation.

4. Staff

- 41 Officers of the Corporation. The Board shall elect the officers of the Corporation. The officers of the Corporation shall include the Executive Director and such other officers as the Board may elect from time to time.
- 42 Executive Director. The Executive Director shall serve as the chief executive officer of the Corporation and shall be responsible to the Board for the administration of the business affairs and assets of the Corporation and for the employment and supervision of all other employees of the Corporation. The Executive Director shall not be a member of the Board, but shall attend all meetings thereof and shall have the privilege of the floor, without vote.
- 43 Other Officers. The Board shall, upon the recommendation of the Executive Director, elect such other senior officers deemed essential for management of the Corporation and/or required by law. The Board in conjunction with the Executive Director shall determine the title, duties and compensation of such other senior officers.

5. Officers of the Board

- 51 Officers. The officers of the Board, elected by the Board from among its membership, shall be the Chair of the Board (the "Chair"), Vice Chair, Secretary, and Treasurer. The Board may appoint such other officers as it deems necessary from time to time, which officers shall have such duties as the Board may prescribe to them. Officers shall be elected at the annual meeting of the Board and shall take office at the close of that meeting. Each officer shall be elected by a majority of the Board attending a meeting of the Board at which such election is held.

Appendix – J – WMW Bylaws

- 52 Chair. The Chair shall preside at all meetings of the Board and shall be an *ex officio* member of all committees of the Board.
- 53 Vice-Chair. The Vice Chair shall assume the duties of the Chair in his/her absence.
- 54 Secretary. The Secretary, or an assistant secretary that is appointed by the Chair, shall assure that all minutes of the Board meetings are maintained and shall have such other duties as shall be designated by the Executive Committee (defined below) or the Board from time to time.
- 55 Treasurer. The Treasurer shall oversee and supervise the financial affairs of the Corporation, and shall carry out and perform the responsibilities and duties incident to the office of treasurer. The Treasurer shall have the custody of the corporate funds and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Corporation and shall deposit all moneys and other valuable effects in the name and to the credit of the Corporation in such depositories as may be designated by the Board of Directors. He/She shall disburse the funds of the Corporation as may be ordered by the Board of Directors, taking proper vouchers for such disbursements, and shall render to the Executive Committee and the Board of Directors, at their regular meetings, or when the Executive Director, Executive Committee, or Board of Directors so requires an account of all his transactions as Treasurer and of the financial condition of the Corporation.
- 56 Other Duties. These officers shall exercise such other duties as provided by law and as may be assigned to them by the Board. All officers shall continue to serve until their successors are duly elected.
- 57 Removal. Any officer may be removed from his/her position by a majority vote of the members of the Board attending any meeting called for that purpose. Any Officer under consideration of removal must be notified about the consideration by written notice at least five (5) days prior to the meeting at which the vote takes place.

6. Duties of the Board

- 61 Meetings. The Board shall meet a minimum of four times annually, including the annual meeting, and at other special times upon call of the Chair of the Board, who shall set the time and designate the place for such meetings. Notice of all meetings and the purpose of such meetings shall be given to all the Directors at least ten days prior to such meetings.
- 62 Governance. The Board is responsible for establishing the governing policies of the Corporation, electing the Executive Director and evaluating the performance of the Executive Director of the Corporation, electing other senior officers upon the recommendation of the Executive Director, and ensuring the appropriate stewardship of the buildings, facilities and financial resources of the Corporation and its success in achieving its stated mission.
- 63 Cooperation. The Board shall cooperate with agencies of the Presbyterian Church (U.S.A.) in carrying out its commission and function, including the making of such reports as may be requested from time to time to such agencies with which the Corporation may have a covenant relationship
- 64 Advisors; Delegation. The Board may select advisors and delegate duties and responsibilities to them, such as the full power to buy or otherwise acquire stocks, bonds, securities, and other investments on the Corporation's behalf, and to sell, transfer, or otherwise dispose of the Corporation's assets and properties at a time and for a consideration that the advisor deems appropriate. The Board has no liability for actions taken or omitted by the advisor if the Board acts in good faith and with ordinary care in selecting the advisor. The Board may remove or replace the advisor at any time and without any cause whatsoever.

Appendix – J – WMW Bylaws

Conflicts of Interest. Contracts or transactions between Directors or officers who have a financial interest in a matter are not void or voidable solely for that reason. Nor are they void or voidable solely because the Director or officer is present at or participates in the meeting that authorizes the contract or transaction, or solely because the interested party's votes are counted for the purpose. However, every Director or officer with any personal interest in a contract or transaction must disclose all material facts concerning the contract or transaction, including all potential personal benefits and potential conflicts of interest, to the other members of the Board or committee of the Board authorizing the contract or transaction. The Director or Officer shall exempt him or herself from the vote. After disclosure of all materials facts, the contract or transaction must be approved by a majority of the disinterested Directors or committee of the Board with the authority to authorize the contract or transaction acting in good faith and with ordinary care regardless of whether such disinterested majority constitutes a quorum; provided, that in the event the material facts are not disclosed, the contract or transaction shall be valid if the contract or transaction is fair to the Corporation when the contract or transaction is authorized, approved, or ratified by the Board or committee of the Board. Interested Directors or officers may be included in determining the presence of a quorum at a meeting of the Board or a committee of the Board that authorizes the contract or transaction.

7. Committees

- 7.1** Standing Committees. The Board shall establish such standing committees as it determines appropriate and necessary for regular review of the various divisions of the Corporation, for evaluating compliance with policies, for achievement of goals and objectives, and for recommending policies designed to further the mission of the Corporation. The standing committees, whose specific responsibilities shall be determined by the Board, shall also review recommendations of the Executive Director as they have been developed through the work of the other executives and the staff. The Chair, after consultation, shall appoint the chair and other members of each standing committee at or following the annual meeting of the Board.
- 7.2** Action/Special Committees. The Board may appoint action committees to undertake specific tasks authorized by the Board. Action committees shall have power to act only within the appropriate policy, program and delegation of the Board. They shall report and make recommendations for any changes in assignment or policy to the Board through the Executive Committee, or through the standing committee to which they are assigned. The Chair may, with the approval of the Executive Committee, create special committees as required for carrying out the responsibilities of the Board, with a careful indication of the assignment for such a committee, its duration and its reporting.
- 7.3** Non-Director Committee Members. Standing committees, action committees, or special committees may include people not on the Board, but shall always be chaired by a Board member and subject to Board review and control.
- 7.4** Executive Committee. The Board may create an Executive Committee consisting of the elected officers of the Board which is empowered to meet and act in consultation with the Executive Director between meetings of the Board, and to transact such business for the Board which requires immediate attention during the interval. The Board will be notified of any action taken by the Executive Committee on behalf of the Board between meetings of the Board. A majority of the members of the Executive Committee shall constitute a quorum.
- 7.5** Quorum. A majority of committee members constitutes a quorum for transacting business at any meeting of the committee.
- 7.6** Action. Committees will try to take action by consensus. However, if a consensus is not available, the vote of a majority of committee members present and voting at a meeting at which a quorum is present is enough to constitute the act of the committee unless the act of a greater number is required by statute or these Bylaws. A committee member who is present at a meeting and abstains from a vote is considered to be present and voting with the majority for the purpose of determining the act of the committee.

8. Meetings

- 8.1** Quorum of Board. A majority of the Directors shall constitute a quorum for the transaction of business except that two-thirds (2/3) of all Directors must vote affirmatively to authorize the sale of real property or to change or amend the Bylaws.

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- 82** Required Meeting Notice. Notice of any meeting in which a sale of real property or change in the Bylaws is to be considered must include 10 days' notice of such intended action.
- 83** Medium of Meetings. The Board and any committee of the Board may hold a meeting by telephone conference-call procedures, video conferencing, computer, or any other medium that allows all participants to hear each other. In such meetings, matters must be arranged in such a manner that all persons participating in the meeting can hear each other; the notice of a meeting by such means must state the fact that the meeting will be held by the specific means as well as all other matters required to be included in the notice; and a person's participating in a conference-call meeting or other meeting held by a medium permitted by these Bylaws constitutes his or her presence at the meeting. All requirements for meetings and action taken in meetings set forth in these Bylaws apply to any meeting held under this paragraph.
- 84** Voting. Votes of the Board or any committee may be taken at a meeting of the Board or applicable committee or by email, fax, text messaging, or some other electronic means. This provision shall be broadly construed to include whatever electronic means technology provides for and shall not be limited solely to email or similar communication. Such Board votes shall occur at the discretion of the Executive Director and the Chair and shall concern only matters deemed by the Executive Director and the Chair to be non-controversial. Such committee votes shall occur at the discretion of the committee Chair and shall concern only matters deemed by him/her as noncontroversial. Any Director may request that the vote occur by meeting by conference call instead of email or other electronic voting. All Board electronic votes shall be sent only to the Secretary; committee electronic votes shall be sent only to the committee Chair. Electronic voting shall be completed within forty-eight (48) hours of the initial request for votes by the Chair and the results shall be reported promptly to either the Executive Committee or the Board or the voting committee. Electronic votes taken outside a meeting require a majority of the Board of Directors then in office for approval. Such votes will be reviewed at the next meeting.
- 85** Notice. Any notice required or permitted by these Bylaws to be given to a Director, officer, or member of a committee of the Corporation may be given by mail, email, fax, or any other electronic medium or method reasonably likely to provide actual notice. If mailed, a notice is deemed delivered three (3) days following deposit in the mail addressed to the person at his or her address as it appears on the Corporation's records, with postage prepaid. If given by email or fax, the notice is deemed delivered on the day it is provided if it is delivered prior to 5:00 p.m. Central time on a business day, or if not delivered prior to such time, then the notice shall be deemed delivered on the next business day. A person may change his or her address in the Corporation's records by giving written notice of the change to the Secretary of the Corporation.
- 86** Written Waiver. Whenever any notice is required by law or under the Articles of Incorporation or these Bylaws, a written waiver signed by the person entitled to receive such notice is considered the equivalent to giving the required notice. A waiver of notice is effective whether signed before or after the time stated in the notice being waived.
- 87** Waiver by Attendance. A person's attendance at a meeting constitutes waiver of notice of the meeting unless the person attends for the express purpose of objecting to the transaction of any business because the meeting was not lawfully called or convened.
- 88** Compensation. Directors may not receive compensation for their services as Directors. With the prior approval of the Executive Director or Chair of the Board, a Director may be reimbursed for reasonable and unusual expenses related to performance of Board duties. A Director may serve the Corporation in any other capacity and may receive reasonable compensation for specific, contracted services provided outside the scope of Board membership. A Director or a member of a Director's family may be employed by the Corporation if qualified and if the Director has no involvement in the hiring or process supervision of the employee.
- 89** Action Without a Meeting. Any action which may be taken at a meeting of the Board or a committee of the Board, may be taken without a meeting if a written consent, stating the action to be taken, is signed by the number of Directors or committee members necessary to take that action at a meeting at which all of the Directors or committee members are present and voting. The consent shall state

Appendix – J – WMW Bylaws

the date of each Director's or committee member's signature. Prompt notice of the taking of any action by Directors or a committee without a meeting by less than unanimous written consent shall be given to each Director or committee member who did not consent in writing to the action.

9. Indemnification and Insurance

9.1 Mandatory Indemnification. To the extent permitted by law, the Corporation will indemnify a Director, officer, committee member, employee, or agent of the Corporation who was, is, or may be named defendant or respondent in any proceeding as a result of his or her actions or omissions within the scope of his or her official capacity in the Corporation. For the purposes of this article, an agent includes one who is or was serving at the Corporation's request as a Director, officer, partner, venturer, proprietor, partnership, joint venture, sole proprietorship, trust, employee-benefit plan, or other enterprise.

9.2

Pre-Conditions. Notwithstanding the indemnification pursuant to Section 9.1, the Corporation will indemnify a person only if he or she acted in good faith as determined by the Board or its designee and reasonably believed that his or her conduct was in the Corporation's best interests. In case of a criminal proceeding, the person may be indemnified only if he or she had no reasonable cause as determined by the Board or its designee to believe that the conduct was unlawful. The Corporation will not indemnify a person who is found liable to the Corporation or is found liable to another on the basis of improperly receiving a personal benefit from the Corporation. A person is conclusively considered to have been found liable in relation to any claim, issue, or matter if the person has been adjudged liable by a court of competent jurisdiction and all appeals have been exhausted.

9.3 Expenses. The Corporation may advance expenses incurred or to be incurred in the defense of a proceeding to a person who might eventually be entitled to indemnification, even though there has been no final disposition of the proceeding. However, the Corporation will never advance expenses to a person before final disposition of a proceeding if the person is a named defendant or respondent in a proceeding brought by the Corporation or if the person is alleged to have improperly received a personal benefit or committed other willful or intentional misconduct.

9.4 Expenses of Witnesses. The Corporation will pay or reimburse expenses incurred by a Director, officer, committee member, employee, or agent of the Corporation in connection with the person's appearance as a witness or other participation in a proceeding involving or affecting the Corporation when the person is not a named defendant, respondent, or responsible third party in the proceeding.

9.5 Discretionary Indemnification. In addition to the situations otherwise described in this Article, the Corporation may, at its discretion and pursuant to a majority vote of the Board, indemnify a Director, officer, committee member, employee, or agent of the Corporation to the extent permitted by law. However, the Corporation will not indemnify any person in any situation in which indemnification is prohibited by paragraph 9.2 above.

9.6 Insurance. To the extent permitted by applicable law, the Board shall authorize the Corporation's purchase and maintenance of insurance on behalf of any person who is or was a Director or officer of the Corporation, or who is serving or who has served in any such capacity in any other enterprise at the request of the Corporation, against any liability asserted against such person or incurred by such person in such capacity or arising out of such person's status as such, whether or not the Corporation would have the power to indemnify the person against such liability under the Articles of Incorporation, these Bylaws or provisions of law. The Board may also, in its discretion, authorize the purchase and maintenance of similar insurance for employees or other agents of the Corporation.

10. Miscellaneous.

10.1 Members. The Directors are the only members of the Corporation.

10.2 Fiscal Year. The fiscal year of the Corporation shall be the calendar year (January 1 - December 31).

10.3 Internal Revenue Code. All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

Appendix – J – WMW Bylaws

- 104** Governing Law. These Bylaws shall be construed in accordance with the laws of the State of Kansas and the United States of America including but not limited to the Kansas General Corporation Code. references in the Bylaws to statutes, regulations, or other sources of legal authority shall refer to the authorities cited, or their successors, as they may be amended from time to time.
- 105** Legal Construction. If any Bylaw provision is held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision and these Bylaws shall be construed as if the invalid, illegal, or unenforceable provision had not been included in these Bylaws. Furthermore, in lieu of such invalid, illegal, or unenforceable provision, there shall be added automatically as a part of these Bylaws a provision as similar in terms to such invalid, illegal, or unenforceable provision as may be possible and be valid, legal, or enforceable.
- 106** Amendment. These Bylaws, or any part of them, may be altered, amended, or repealed and new Bylaws adopted by approval of at least two-thirds (2/3) of the whole Board or by such greater percentage of the Board as may be required by applicable law. Any notice of a meeting at which these Bylaws are to be amended, repealed, or modified, and/or new bylaws adopted, shall include notice of such proposed action as provided herein.
- 107** Headings. The descriptive headings of the articles, sections and paragraphs contained in these Bylaws are inserted for convenience only and shall not control or affect the meaning or construction of any of the provisions of these Bylaws.
- 108** Gender and Number of Words. When the context requires, the gender of all words used in these Bylaws include the masculine, feminine and neuter, and the number of all words includes the singular and the plural.
- 109** Conflict. If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation, the provisions of the Articles of Incorporation shall govern.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of the Corporation and that these Bylaws constitute the Corporation's Bylaws. These Bylaws were duly adopted at a meeting of the Board held on the ___ day of __, 20--.

Dated:

_____, Secretary of the Corporation

Appendix – K – Articles of Incorporation of

Westminster Woods Camp and Retreat Center, Inc.

Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc., the undersigned incorporator, hereby forms and establishes a not-for-profit nonstock corporation under the laws of the State of Kansas.

- 1. Name.** The name of the corporation is **Westminster Woods Camp and Retreat Center, Inc.**
- 2. Purpose.** The purpose for which the corporation is formed is the establishment and maintenance of a center of religious worship, to advance the cause of Christian education in the central United States by providing leadership, programs, and facilities for camps and retreats, religious worship, recreation, and Bible study. The mission of the corporation is to be a Christian camp and retreat center dedicated to the glory of God by helping campers of all ages build and strengthen their relationship with Christ, and with each other, through time set aside for Christian education, prayer, worship, and play. This corporation is organized exclusively for religious, educational, and charitable purposes and not for pecuniary profit so as to qualify as an organization exempt from taxation under Section 501(c)(3) of the United States Internal Revenue Code, as amended, or the corresponding provisions of any future federal tax law (the “Code”).
- 3. Registered Office.** The address of its initial registered office is 18487 Barber Road, Fall River, Kansas 67047. The registered agent at this address is the corporation itself, Westminster Woods Camp and Retreat Center, Inc.
- 4. Nonstock.** This corporation shall not have authority to issue any capital stock, and the conditions of membership shall be fixed by the bylaws of the corporation.
- 5. Bylaws.** The Board of Directors is expressly authorized to adopt, amend, or repeal bylaws of the corporation.
- 6. Restrictions.** The corporation shall be subject to the following restrictions:
 - 61** The corporation shall not engage in any activity or pursue any purpose that would prevent this corporation from qualifying, and continuing to qualify, as a tax-exempt organization described in Section 501(c)(3) of the Code.
 - 62** No part of the net earnings or assets of the corporation shall inure to the benefit of or be distributable to its directors or officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered, to reimburse directors and officers for actual reasonable expenses incurred in connection with the administration of the affairs of the corporation, and to make payments and contributions in furtherance of the purposes set forth in Article 2 hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the corporation shall not carry on any activities not permitted to be carried on:

(i) by a corporation exempt from federal income taxation under Section 501(c)(3) of the Code, or (ii) by a corporation to which contributions are deductible under Sections 170(c)(2), 2055, and 2522 of the Code.

Appendix – K – Articles of Incorporation of WMW

7. **Dissolution.** Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, transfer all remaining assets to Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc., or its successor, but only if such organization is exempt under Section 501(c)(3) of the Code. If such organization does not exist at the time of dissolution, or is not exempt under Section 501(c)(3) of the Code, then the Board of Directors shall dispose of the remaining assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Code, as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the District Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.
8. **General Liability Insurance.** The corporation may maintain general liability insurance in such amount as shall be determined by the Board of Directors, so as to enable volunteers of the corporation to come within the provisions of K.S.A. 60-3601.

Incorporator. The name and mailing address of the incorporator is: Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc., 3521 W. 21st Street North, Wichita, Kansas 67203

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____

Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc.

By: Moderator

By: Chairperson, Trustees

STATE OF KANSAS _____)
_____)
ss: COUNTY OF SEDGWICK _____)

This instrument was acknowledged before me on the _____ day of _____, 2017, by _____, in his or her capacity as the Moderator of Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc..

NOTARY PUBLIC

My appointment expires: _____

STATE OF KANSAS _____)
_____)
ss: COUNTY OF SEDGWICK _____)

This instrument was acknowledged before me on the _____ day of _____, 2017, by _____, in his or her capacity as the Chairperson, Trustees, of Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc..

NOTARY PUBLIC

My appointment expires: _____

Appendix – L – Covenant Agreement

COVENANT AGREEMENT

This Covenant Agreement (“**Agreement**”) is entered into as of _____, between the **Westminster Woods Camp and Retreat Center, Inc. (“WW”)**, and the **Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc. (“PSK”)**.

1. **The Camp.** PSK currently owns and operates Westminster Woods Camp, a Christian camp and retreat center located on approximately 400 acres near Fall River, Kansas. The camp is dedicated to the glory of God, providing year-round facilities for recreation, worship, and spiritual growth.
2. **Formation of WW.** WW has been formed as a Kansas not-for-profit corporation to carry on the camp’s mission as described above. WW currently intends to apply to the Internal Revenue Service for recognition of exemption under Section 501(c)(3) of the Internal Revenue Code.
3. **Transfer of the Camp.** PSK will convey the camp, all mineral rights, and the following itemized related financial reserve accounts; WMW-Chapel, WMW-Friends of the Westminster Woods, WMW-Special Gifts, WMW-Marketing Fund, WMW-Scholarship account (At PILP), the Fredonia Petty Cash Account, and the Well Royalties and their designations to WW on or about January 1, 2018. The deed conveying the camp will provide for the property to revert to PSK or its successor entity if the property is no longer used as a Christian camp and retreat center.
4. **Reversion to PSK.** If at any time WW is dissolved, adjudicated bankrupt or insolvent, or has a receiver, liquidator, or trustee appointed by court order for WW or any of its property, then its real and personal assets remaining after provision for payment of valid debts and liabilities shall be transferred to PSK or its successor entity.
5. **WW Governance.** WW is a separate legal entity and will be governed by its own Board of Directors and officers. PSK has selected the initial Board of Directors during the formation of WW. The WW Board of Directors will select future replacement directors, consistent with the Articles of Incorporation and Bylaws of WW. WW agrees to promptly communicate to PSK any changes to its Board of Directors, its Articles of Incorporation, or its Bylaws. The WW Board of Directors will direct the operations, programs, and fund-raising activities for WW and seek to fulfill WW’s obligations under this Agreement.
6. **Duties and Responsibilities of WW to PSK.**
 - 6.1 WW covenants to offer staff leadership and physical facilities for appropriate training events, programs, seminars, and related activities, designed to address the mission of PSK, its member churches, and its other organizations, including, if requested, hosting at least one Presbytery meeting each year. WW will give priority consideration to the reservation requests of PC(USA) congregations within the presbytery as well as requests made by the presbytery itself.
 - 6.2 WW agrees to maintain the real property, fixtures, equipment, and tangible assets of WW in good working order and repair, and will make improvements as finances allow and need requires. WW will also maintain an appropriate level of insurance

Appendix – L – Covenant Agreement

- 63** WW will operate WW according to its Bylaws. WW will provide PSK an annual program and financial audit report, prepared according to the Book of Order (presently §G-3.0113), along with periodic updates as necessary and appropriate or pursuant to request by PSK. The financial audit will be a full audit every three years and a financial review in the years in between.
- 64** A majority (more than 50%) of the WW Board will be members of the Presbyterian Church (USA). WW will notify the PSK moderator and presbytery office of the names of newly elected board members within one week of their election.
- 65** WW, through its Board and staff, will strive to provide:
- (A) programming and leadership to uphold the historic and ongoing focus of the Reformed tradition; and
 - (B) summer curriculum for elementary, junior and senior high for review by a group of Pastors and/or Christian Educators in the Presbytery of Southern Kansas to insure its conformity with a Reformed PC(USA) understanding of the Bible and its theology.
- 66** The WW Board will cooperate and collaborate with PSK, or its successor entities, including by designating a representative to active participation on the Presbytery Coordinating Team (PCT) with voice but not vote, seeking ways to support PSK or its successor entity and its member churches and its other organizations through programs and opportunities which address the mission of PSK and its member churches.

7. Duties and Responsibilities of PSK to WW.

- 71** PSK provides WW an affiliation with the Presbyterian Church (USA) and recognizes WW as an entity related to PSK through this covenant. PSK encourages the full use of WW by Presbyterian individuals and churches. PSK recognizes WW as a mission outreach, sharing the Good News of Jesus Christ through a variety of programs, including ecumenical programs with multiple denominations.
- 72** PSK will encourage congregations and individuals to give WW consideration as host site for its programs, retreats, and conferences as well as for presbytery events.
- 73** PSK will support the mission of WW by being well informed about its programs and policies.
- 74** PSK will provide a team of 3-5 Pastors and/or Christian Educators to review curriculum for PSK camps
- 75** PSK will provide WW a non-voting seat on the Presbytery Coordinating Team or its successor entity and regular opportunities to report at PSK meetings.
- 76** PSK will financially support WW in the amount of \$60,000 per year for the first five (5) years of this Agreement. PSK will encourage PSK churches and membership to participate in the financial support of WW.

8 Amendment. This Agreement may be amended, superseded, or canceled, and the terms of this Agreement may be waived, only by a written instrument signed by each of the parties, or, in the case of a waiver, by the party waiving compliance

Appendix – L – Covenant Agreement

IN WITNESS WHEREOF, the parties sign this Covenant Agreement, which is effective as of the date written above.

Presbytery of Southern Kansas, Presbyterian Church (U.S.A.), Inc.

By: _____ Date _____ Moderator

By: _____ Date _____ Chairperson, Trustees

Westminster Woods Camp and Retreat Center, Inc.

By: _____ Date _____ Executive Director

By: _____ Date _____ Chairperson, Board of
Directors

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Appendix – M – 1001 Worshiping Communities Committee Report

1001 New Worshiping Communities Team Report

Presbytery of Southern Kansas meeting at First Presbyterian, Wichita
November 14, 2017

In February 2017 the Presbytery of Southern Kansas voted to renew the 1001 New Worshiping Communities Task force for one year. I am writing to let you know that the task force is now ready to disband.

This group began formal conversations as a committee under the Presbytery Council in 2012. In 2014 we were officially named as a commission. This designation was renewed at the February 2017 presbytery meeting. At that meeting we shared a document detailing our recent history. I am including that document with this letter and have added a few things to it.

As a commission we've enjoyed our work. We sought to follow God's call and to serve as encouragers and midwives for new worshiping communities in our presbytery. At this point we think our work is done. This does not mean that there is no place for new worshiping communities in our presbytery. Our hope is that new worshiping communities will emerge.

The hardest part of disbanding is knowing that our corporate knowledge may be lost. We did extensive work with a coach from the national church 1001 movement. In that we learned a lot, and we hope that the PCT will call on us as individuals for questions regarding new worshiping communities.

Our commission plans to meet a final time on Monday November 13, 2017. If you would like I am glad to come and talk with PCT at one of your meetings.

Thank you for the opportunity to serve God in this way.

Judy Conners – First Presbyterian Wichita

Brent Johnston – First Presbyterian Wichita

Catherine Neelly Burton, moderator – Grace Presbyterian Wichita

Scott Randle – Grace Presbyterian Wichita

Terry Whitesell – Westwood Presbyterian Wichita

A recent history of the 1001 New Worshiping Communities Team:

□ 2012

- Jay Ayers, Laura Frazey, Bill O'Connell, Catherine Neelly Burton, and Ben Ray began to meet to explore the possibility of new church development within the presbytery of Southern Kansas. This group was called the NCD team (new church development team).
- The NCD team was under the umbrella of the council and all expenditures were approved by council.

2013

- The presbytery was approached by the ELCA about a partnership in Dodge City. The ELCA supported a Spanish Speaking ministry in Garden City and wanted to partner to create a ministry in Dodge City, housed at the Presbyterian Church. The NCD team recommended to the presbytery that we partner with the ELCA. The presbytery approved this and the financial commitment at the November 2013 presbytery meeting.

□ 2014

- The NCD team invited Vera White from the PCUSA's 1001 New Worshiping Communities office to our May presbytery meeting. Vera spoke to the presbytery and met with the team.
- Vera also met with Dawn Flippin who had approached the presbytery about starting a new worshiping community.
- As of June 30, 2014, the Presbytery NCD fund had \$115,801.65.
- At the August meeting the 1001 New Worshiping Communities Team was commissioned. The following is from the meeting:

Appendix – M – 1001 Worshiping Communities Committee Report

Motion to form an Administrative Commission. Resolved: That per Book of Order G-3.0109b an Administrative Commission be formed called the 1001 New Worshiping Communities Team. This Commission will function through 2016 with the purpose of examining new worshiping community opportunities and developing new congregations. The Commission will be composed of at least 5 but no more than 9 members. In accordance with G-3.0109, the commission “shall be composed of ruling elders and teaching elders in numbers as nearly equal as possible.” The Commission will have the ability to utilize Presbytery of Southern Kansas funds marked as “New Church Development.” The Commission will seek the approval of Presbytery Council for expenditures exceeding \$50,000.

Motion to elect the following individuals to serve on the 1001 New Worshiping Communities Team: Teaching Elders: Catherine Neelly Burton, Grace; Brent Johnston, First Wichita; Jay Ayers, Bethel; and Laura Frazey, Covenant.

Ruling Elders: Scott Randle, Grace; and Glenda Hawthorne, Covenant.

- In October 2014 the commission contracted for one year with the Rev Colin Pritchard to serve as a coach for our team and for Dawn Flippin and Tea, a new 1001 community in our presbytery. Colin is an official coach with the national 1001 PCUSA office. The commission met monthly and skyped with Colin, and Colin and Dawn had regular conversations.

□ 2015

- In January 2015 Colin visited Wichita to work with Dawn and our team.
- Spring 2015 Tea closed. We continued to partner with the ELCA and the church (El Divino Nino – Pastor Odir Flores) in Dodge City.

May 2015 Terry Whitesell, Ruling Elder-Westwood, joined the commission. Presbytery approved this.

- May 2015 the team spent a Saturday on retreat and began working through the 1001 New Worshiping Communities workbook put out by the PCUSA.
- November 2015 Glenda Hawthorne left the commission. Judy Conners (Ruling Elder – First Wichita) joined the commission. Presbytery approved this.
- Throughout the summer and fall the team worked through the PCUSA workbook and developed our identity statement, better understanding our call:
 - Empowered by the Spirit, the 1001 Team nurtures the formation of communities of Christ followers that introduce others to Christ and invite them to join his ongoing work in the world.

□ 2016

In January Laura Frazey resigned from the commission.

- In January the team spoke with Len Dale from the ELCA synod office to establish the future of our funding for the ministry in Dodge City. The commission committed to financial support through 2017.
- The team continued to clarify our role and shared this with the presbytery in August:
 - Our team spent time going through a process laid out by the national 1001 movement. In it we learned a great deal. We clarified our identity statement and what we believe is our current call. We are eager to support and encourage new worshiping communities. However, the six of us on this commission are not called to start a worshiping community. We continue to pray for leaders and possibilities in our presbytery and invite you to join us in prayer, and we invite you to share ideas with us.
- In the fall of 2016 we began to skype with Kevin Salzmann, CRE at Dodge City, regarding the partnership with El Divino Nino.
- In the fall of 2016 the 1001 team was approached by Skip Johnson about the idea of partnering with First Presbyterian of Hutchinson for a new worshiping community in Hutchinson.
- As of December 31, 2016, the NCD fund had \$64,567.01.

□ 2017

- The team met with a group from First Presbyterian, Hutchinson to learn more about their ministry and about the possibility of a new worshiping community. The 1001 team is ready to make a recommendation regarding funding, and must be re-commissioned in order to do so.
- It is clear that the relationship between El Divino Nino and First Presbyterian, Dodge City is fractured. It is unlikely that the partnership will continue. Our funding for Odir Flores ended this summer.

Appendix – N – Mission Partnership 2017 Report

2017 Budget	\$22875.00
February 27, 2017 United Presbyterian Church, Jetmore Christian Education - The grant will help fund youth and Christian education: summer camps, Good News Summer Program and the Community Vacation Bible School.	\$750.00
February 9, 2017 First Presbyterian Church, Winfield Outreach - Two annual evangelism and outreach free programs and events. The 25 th Annual Kids of the Kingdom weekly summer learning program that reached a record of 67 children in 2016 and the annual Pig in the Parking Lot FREE community meal where we serve a meal to, between, 175 and 350 people. Match to Presbytery Meeting offering	\$750.00
April 17, 2017 First Presbyterian Church, Ashland Ashland Community Foundation – Wildfire Relief -	\$5000
April 17, 2017 First Presbyterian Church, Hutchinson Hutchinson V.O.A.D. – Wildfire Relief -	\$5000
May 8, 2017 First Presbyterian Church, Independence CUFF/TUFF - The grant is split equally between CUFF (Community United Feeding Friends) and FAST (Financial Assistance Short Term). CUFF is a weekly feeding program served on Thursday nights. 10-12 churches serve this meal on a rotating basis. The money from this grant helps pay for the cost of the meat, plates, utensils and carpet cleaning when needed. The FAST program helps with food, rent, utilities and prescriptions.	\$750
May 8, 2017 First Presbyterian Church, Liberal Childcare Learning Center - To install exterior door to classroom and purchase teaching materials, playground Equipment and furniture.	\$750
June 5, 2017 Mount Vernon Presbyterian Church Bags for the Homeless - A summer feeding program for children when there is a gap between schools feeding programs. This has been an ongoing mission effort on the part of Mt. Vernon Church. Match to Presbytery Meeting offering	\$500
June 5, 2017 First Presbyterian Church, Liberal Seward County Emergency – Wildfire Relief -	\$2500

Appendix – N – Mission Partnership 2017 Report

June 5, 2017

United Presbyterian Church, Sterling

WMW Scholarship -

\$162.50

This would be 50% of Westminster Woods fee for one junior high camper to attend.

This camper is not a member of the Sterling church but attended WMW last year on a scholarship from the church. Because of the church finances, the Session made to Decision to only offer church scholarships to church member families this year.

July 17, 2017

Grace Presbyterian Church, Wichita

Refugee Quilts -

\$500

The Grace quilters make quilts to donate to the Internal Rescue Committee for new refugee families. Some of the quilts need professional backing done because of their size. The money will pay for that professional work. We have already blessed and given 6 quilts to IRC and have a few more ready to donate.

July 31, 2017

First Presbyterian Church, Wichita

School Supplies for Refugee Children -

\$750

To purchase back-to-school supplies for 500 refugee children that will be distributed on Saturday, August 12 at Wichita First. All mentioned partners are also sending volunteers to assist.

August 21, 2017

Westminster Woods

PSK Camp Scholarships -

\$750

Match to Presbytery Meeting offering

September 4, 2017

Presbyterian Disaster Assistance

Hurricane Relief -

\$4712.50

Balance 0

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