

# Synod of the Sun Presbyterian Church (U.S.A.)



## 2019 Minutes & Records

Page left intentionally blank.

# Synod of the Sun

---

## 2019 Minutes & Records

---

### Table of Contents

<b>Stated Meeting, March 25-26, 2019 .....</b>	<b>1</b>
<i>Attachments .....</i>	<i>10</i>
<b>2019 Stories and Events of Synod of the Sun.....</b>	<b>86</b>
<b>Stated Meeting, October 31, 2019 .....</b>	<b>106</b>
<i>Attachments .....</i>	<i>119</i>
<b>Child and Youth Protections Policy.....</b>	<b>213</b>
<b>Permanent Judicial Commission .....</b>	<b>238</b>
<b>Grants and Scholarships Commission Meeting Policy .....</b>	<b>241</b>
<b>Personnel Policies.....</b>	<b>246</b>
<b>Standing Rules .....</b>	<b>258</b>
<b>Summary of Insurance Coverage.....</b>	<b>269</b>
<b>Index .....</b>	<b>280</b>

Page left intentionally blank.



PRESBYTERIAN CHURCH (U.S.A.)

OFFICE OF THE GENERAL ASSEMBLY

The 2016 Minutes of the Synod of the Sun were approved by the 223<sup>rd</sup> General Assembly (2018) with the following comment.

The Assembly Committee on Mid Council commends the Synod for Their creative way of electronic meetings.

The General Assembly further advises:

- All synods include photos and narratives of the mission work being done in their synod as part of the minutes.
- Synod minutes should be provided to the General Assembly electronically and in paper form to better facilitate the review process.

The General Assembly thanks the synods who provided reports and presentations regarding the mission work in their particular synod to the Mid Council Committee. All synods are encouraged to participate in this process for future assemblies.

Co-Moderator, 223<sup>rd</sup> General Assembly

The Reverend J. Herbert Nelson II, Stated Clerk

July 24, 2018



PRESBYTERIAN CHURCH (U.S.A.)

OFFICE OF THE GENERAL ASSEMBLY

The 2017 Minutes of the Synod of the Sun were approved by the 223<sup>rd</sup> General Assembly (2018) with the following comment.

The Assembly Committee on Mid Council commends the Synod for Their creative way of electronic meetings.

The General Assembly further advises:

- All synods include photos and narratives of the mission work being done in their synod as part of the minutes.
- Synod minutes should be provided to the General Assembly electronically and in paper form to better facilitate the review process.

The General Assembly thanks the synods who provided reports and presentations regarding the mission work in their particular synod to the Mid Council Committee. All synods are encouraged to participate in this process for future assemblies.

Co-Moderator, 223<sup>rd</sup> General Assembly

The Reverend J. Herbert Nelson II, Stated Clerk

July 24, 2018

Page left intentionally blank.

**Synod Spring Stated Meeting  
Ferncliff Camp and Conference Center  
March 25-26, 2019**

Synod Moderator, Elizabeth Gabbard, called the meeting to order at 1:45 p.m. and in accordance with the Bylaws, Sec. 3.1.3 whereby 50% or more of the elected commissioners constitutes a quorum, a quorum was declared with 17 of 25 Commissioners present. The meeting was opened with prayer by Moderator Gabbard.

**ATTENDANCE**

<b>Status</b>	<b>First Name</b>	<b>Last Name</b>	<b>Presbytery</b>	<b>Committee assignment</b>	<b>Status</b>
FRE	Christianne	Chase	Cimarron		Commissioner
FRE	Sharon	Curry	Grace	Connecting Vice-Moderator	Commissioner
FTE	Elizabeth	Gabbard	Arkansas	Moderator	Commissioner
FRE	Denise	Haley	Mission		Commissioner
FRE	Shelley	Hernandez	New Covenant	Coordinating Team Chair	Commissioner
FRE	Edith	Hill	Pines	Equipping Moderator	Commissioner
MTE	Stephen	Hill	New Coveant		Commissioner
FRE	Emily	Laurel	Arkansas	Grants and Scholarships Moderator	Commissioner
MTE	Mitch	Miller	Indian Nations	Moderator-Elect	Commissioner
FTE	Kim	Rodrigue	South Louisiana		Commissioner
MRE	Bill	Rose	Tres Rios		Commissioner
MTE	John	SoRelle	Palo Duro		Commissioner
MTE	David	Stipp-Bethune	Pines		Commissioner
MTE	Harry	Cooper	Pines	Connecting Moderator	Commissioner At-Large
FRE	Bok Soon	Egbert	South Louisiana		Commissioner At-Large
MTE	Jesse	Gonzalez	Grace	Equipping Vice-	Commissioner At-



				Moderator	Large
FRE	Grace	Goodeagle	Eastern Oklaho- ma		Commissioner At- Large
MTE	Scott	Campbell	Palo Duro		Executive Presbyter
MTE	Gordon	Edwards	Cimarron		Executive Presbyter
FTE	Lynne	Hargrove	New Covenant		Executive Presbyter
MTE	Ron	Sutto	South Louisiana	EP Forum Modera- tor	Executive Presbyter
FRE	Kay	Long	Tres Rios		General Missioner
FTE	Sallie	Watson	Mission		General Presbyter
FRE	Carol	Davis			PW Moderator
FTE	Natalie	Bell	Eastern Oklaho- ma	Empowering Vice- Moderator	Co-opted
FTE	Leigh	McClaslin	Eastern Oklaho- ma		Corresponding Member
FRE	Melinda	Hunt	Grace		Solar Under the Sun
MRE	Ernie	Higginbotham	Grace	Assistant Stated Clerk	Synod Staff
FRE	Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
	Thomas	Riggs	Grace	Communications & Administration Co- ordinator	Synod Staff
MRE	Edmond	Sackett	Mission	Visitor	SoSPDN

	Elizabeth	Dunning		Visitor	MRTI
	Sandra	Moon		Visitor	MRTI
	<b>EXCUSED</b>				
FRE	Lynne	Castle	South Louisiana		Commissioner
MRE	Earnest	Isch	Indian Nations		Commissioner
FTE	Janice	Six	Palo Duro		Commissioner
MTE	Joe	Hill	Pines		Executive Presbyter
MTE	Stewart	Smith	Arkansas		Executive Presbyter
MTE	Rick	Mills	Cimarron		Commissioner
MRE	Doug	Dodd	Eastern Oklaho- ma		Commissioner
FTE	Tracy	Spencer-Brown	Tres Rios	Empowering Mod- erator	Commissioner
FTE	Jan	DeVries	Grace		Executive Presbyter
MTE	Josyph	Andrews	Mission		Commissioner

Motion was made, Seconded, and Approved to seat all as Corresponding members with voice, but no vote. Visitors were also welcomed and approved to seat with voice, but no vote.

Motion and Second to adopt the docket was Approved

	<b>Monday, March 25, 2019</b>
	<b>Opening Prayer</b>
<b>1:45pm</b>	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"> <li>· <i>Open with Worship</i></li> <li>· <i>Roll Call &amp; Declaring a Quorum</i></li> <li>· <i>Seating of Corresponding Members and visitors</i></li> </ul>

	· <i>Adoption of the Agenda</i>
	<b>Welcome from Ferncliff</b> <i>Joel Gill, Executive Director</i>
	<b>Report: Synod Leader/Stated Clerk</b> <i>Valerie Young</i>
<b>2:15pm</b>	<b>Presentation: Theme and Vision Plan</b> · <i>Motion to approve Vision Plan</i> · <i>Motion to approve Bylaws</i> · <i>Motion to approve Standing Rules</i> · <i>Motion to approve Budget</i>
<b>3:15pm</b>	<b>Break</b>
<b>3:30pm</b>	<b>Covenant Renewal: Presbyterian Mo-Ranch</b>
<b>3:45pm</b>	<b>Network Reports/Celebrations</b> <i>Tracy Spencer-Brown</i>
<b>4:15pm</b>	<b>Report: Administrative Commission to Indian Nations Presbytery</b> · <i>Rev. Janice Six</i>
<b>4:30pm</b>	<b>Plenary Gathering</b>
	<b>Committee Orientation &amp; Implementation</b>
<b>5:30pm</b>	<b>Presentation: MRTI</b>
	<b>Tuesday, March 26, 2019</b>
<b>8:00am</b>	<b>Personnel Committee Meets</b>
<b>8:30am</b>	<b>Committee Meetings</b>
<b>10:00am</b>	<b>Committee Harvesting</b> · <i>Connecting</i> · <i>Equipping</i> · <i>Empowering</i> · <i>New Business/Followup</i>
<b>11:00am</b>	<b>Report: Coordinating Team -</b> · <i>Nominations</i> · <i>Vice Moderator Empowering – Rev. Kim Rodrigue</i> · <i>Moderator Personnel –</i> · <i>Moderator Grants &amp; Scholarships – Emily Laurel</i>

	<ul style="list-style-type: none"> <li>· <i>Insurance Review</i></li> <li>· <i>Finance</i> <ul style="list-style-type: none"> <li>· <i>2018 Year End reports</i></li> <li>· <i>Audit scheduled for April 1</i></li> <li>· <i>Motion to re-distribute donor designated funds</i></li> <li>· <i>Motion to allocated for IMAGINE: Compassion</i></li> </ul> </li> </ul>
<b>Noon</b>	<b>Adjourn with prayer</b>  <i>Elizabeth Gabbard</i>

### **Welcome and Introductions**

After opening with worship, a roll call was taken, and a quorum was declared by the Stated Clerk. Having introduced and seated the Corresponding Members and visitors, the Moderator called for the adoption of the agenda. The Motion passed.

### **Welcome from host**

Greetings were made by Joel Gill, Executive Director of Ferncliff Camp and Conference Center. Joel spoke of Ferncliff being a GEM (Green, Entrepreneurial, Missional) ministry. On behalf of those gathered, the Moderator expressed her thanks for Ferncliff's hospitality in hosting the Stated Meeting.

### **Report: Synod Leader/Stated Clerk** -- *(Attachment A)*

Valerie Young, Synod Leader and Stated Clerk of Synod of the Sun, reported on the activity and vision of the Synod. Valerie reported that the Permanent Judicial Commission has met to deal with an issue, which was dismissed. Valerie also spoke of the "connections" that she has seen throughout her time since the last Stated Meeting.

### **Presentation: Theme and Vision Plan** -- *(Attachments B-J)*

Having first been introduced to the Synod Assembly at the November 2018 meeting and with provisional adoption of the plan at that meeting, the Vision Task Force once again presented their restructuring plan to the Assembly.

The Vision Task Force moved the adoption of the new structure.

A motion was made to amend the Vision Statement, Part II, Section D. to add "Sexual Orientation". Motion to amend was Passed.

A motion was made to amend the Vision Statement, Part II, Section D. to add "Age". Motion to amend was Passed.

After the approvals of the amendments, the motion to adopt the Vision Plan Passed.

### **Covenant Renewal: Presbyterian MoRanch** -- *(Attachment K)*

After a video presentation, Dick Powell reported on the work and ministry of Presbyterian Mo-Ranch, including an amazing outreach to the Rio Grande Valley. The camping program, both on-site and in the RGV, are expanding.

After the presentation, a motion came from the Connecting Committee to reaffirm our Covenant relationship with Presbyterian Mo-Ranch. The motion was seconded and passed unanimously.

### **Report: Networks**

Moderator Elizabeth Gabbard reported on behalf of the Networks Committee. Two of the networks of Synod of the Sun were featured.

*Synod Youth Workshop:* A video from Synod Youth Workshop was reviewed by the Assembly, highlighting the wonderful ministry of this event for high school youth.

*Hispanic Ministry Mission Network:* Jesse Gonzalez presented on the work and ministry of the Hispanic Ministry Mission Network, sharing stories from the latest gathering at Austin Presbyterian Theological Seminary.

**Mission Responsibility Through Investment** - As an Order of the Day, those assembled heard from Elizabeth Terry Dunning and Sandra Moon of MRTI on their work and ministry on behalf of the General Assembly. Featured in the presentation was a recent trip taken by the MRTI Committee to South Louisiana to study environmental racism.

### **Tuesday, March 13, 2018**

Our morning session was convened with Morning Prayers at 10:00am, following committee meetings.

### **Committee Harvesting**

Connecting – Harry Cooper and Sharon Curry reported on behalf of the committee. “Come see and go tell” is a theme of a learning experience where the committee will invite members of each of the covenant partners to be a connection between the Synod and that covenant partner. By connection and dialog, each party can identify who we are and reach a place where we are called to be. The committee also about the work of developing material and publicity for Synod Sunday.

Equipping – Edith Hill and Jesse Gonzalez reported on behalf of the committee.

RECOMMENDED that the Personnel Committee develop an internship program to find students

or recent graduates to assist in the Communication Services Plan, especially with website design/updating.

Jesse will be the committee's representative on the planning team for the Convocation/Leadership Event in August.

Discussion of Fall Synod Assembly/Imagine Event in McAllen: It is the suggestion of the Equipping Committee for the next Stated Meeting that the Synod Commissioners and EP's fly into San Antonio and that the Synod charter a bus to ride together to McAllen, with the actual Synod Assembly to take place on the bus ride down. (Provide a relational experience—bunch of people who don't all know each other getting on a bus, going to a strange place...new, unfamiliar experience...).

Empowering – Mitch Miller and Kim Rodrigue reported on behalf of the committee. The committee will be about the work of developing a resource to help commissioners tell others about all of the Networks.

MOTION: Having reviewed their information presented, the committee moved the approval of the Synod of the Sun Presbyterian Disaster Network as a network of the Synod of the Sun and the release of the balance of the \$4000, minus funds (\$1200) provided for attendance at NEXT Church conference, as a start-up grant to start the work of the network. The motion passed unanimously.

**Report: Coordinating Team** -- *(Attachment L)*

Report made by Shelley Hernandez and Mitch Miller.

*Nominations:* The following nominations were made to fill open positions:

- Rev. Ron Sutto as EP Forum representative to Coordinating Team
- Jesse Gonzalez as Chair of the Synod of the Sun Personnel Committee

After discussions and with nominations closed, those nominations were approved by the Assembly

Shelley Hernandez, reporting on behalf of the Coordinating Team, informed the Assembly that and insurance Review is in process and will be presented at the Fall Assembly.

Elizabeth Gabbard also presented a 2018 Year End Report to the Assembly and informed the group that an audit is scheduled to take place on April 1<sup>st</sup>.

To begin discussion of the 2019 Budget, Moderator Gabbard excused paid staff (Synod Leader & Stated Clerk Young and Communication & Administrative Coordinator Riggs) and appointed Assistant Stated Clerk Ernest Higginbotham to take minutes.

Moderator Gabbard called attention to the salary line items in the 2019 budget and explained the raises for both Synod Leader & Stated Clerk Young and Communication & Administrative Coordinator Riggs.

An inquiry was raised regarding the federal income tax deduction for a home office that is no longer available. Since both Young and Riggs maintain a home office, the question was whether their salaries need to be further adjusted to make up for this lost deduction. By consensus it was agreed that this issue would be referred to the Personnel Committee to discuss with Valerie and Tom and to recommend appropriate action, if any.

After entertaining any other questions about the Budget, the MOTION of the Finance Committee to adopt the 2019 Budget was APPROVED.

On behalf of the Coordinating Team, the Moderator moved the approval of redistribution of donor designated funds from the Synod of the Sun Foundation, and creation of new accounts (Aide for Pastors; Natl Mission in TX) under the authority of the Grants & Scholarships Commission as indicated in Attachment J.

On behalf of the Coordinating Team, the Moderator moved the recommendation that up to \$10,000 of the funds in the newly created account "Natl Mission in TX" be used to fund the 2019 IMAGINE: Compassion event.

**Report: Indian Nations Presbytery Administrative Commission.**

Michael Marcotte brought a report on behalf of the Indian Nations Presbytery Administrative Commission. At the most recent INP Presbytery meeting, a preliminary proposal for the structure and leadership of the Presbytery was presented. The Transition Task Force is now about the business of formulating a mission statement. The Commission is also considering when it would be appropriate to end its active relationship with INP.

After a celebration of the Eucharist and a closing charge, the meeting was adjourned with prayer by Moderator Gabbard. at 11:08 a.m.

Submitted by,

Valerie Young  
Synod Leader & Stated Clerk

These minutes have been read and approved by Moderator, Elizabeth Gabbard and Moderator-Elect Rev. Mitch Miller.



# Service for the Synod of the Sun Assembly

March 25-26, 2019

---



Noon - GATHERING with Lunch

*Please use this time to prepare to worship God.*

12:45 pm - WELCOME AND ANNOUNCEMENTS

*Explanation of Worshipful Format*

PRELUDE

COMMITTEE FAIR

1:15 pm — GATHERING MUSIC

CALL TO WORSHIP

*Shelly Hernandez*

Cry out with joy to the Lord, all the earth.

Worship the Lord with gladness.

Come into God's presence with singing!

***For the Lord is a gracious God.***

***whose mercy is everlasting;***

***and whose faithfulness endures to all generations.***

OPENING PRAYER

Holy God, you have brought us together in this time and in this place to be your people. We are here to answer your call to be holy, to be righteous, to be true followers of the path Christ has set for us. As we seek to serve, may we be mindful of your great love for us that we should share our love for all we meet. In Christ's name we pray. Amen.

ROLL CALL & DECLARATION OF A QUORUM

SEATING OF CORRESPONDING MEMBERS & VISITORS

ADOPTION OF THE AGENDA

WELCOME FROM FERNCLIFF

SYNOD LEADER & STATED CLERK REPORT (Attachment A)

\*GATHERING HYMN #1

Holy, Holy, Holy! Lord God Almighty!

*Nicaea*

PRAYER OF CONFESSION

*Harry Cooper*

***Sojourning God, we confess that we have strayed from the path. We've followed the ways of the world, searching for success and meaning. We've followed the path that is safe for us, where our needs are met, and often our desires, without risking anything. To do so, we've often ignored the wounded on the side of the road, the oppressed at the margins of society, the endangered who have fallen in the cracks. Forgive us for being afraid to risk. Forgive us for***

---

## Be Holy - Synod of the Sun 2019

# Service for the Synod of the Sun Assembly

March 25-26, 2019

---



*being afraid to reach beyond our comfort zone. Forgive us for following our own safe way, instead of the way that you showed us, through Jesus Christ. Call us back to your path, and may we seek justice, love one another, and walk humbly with you. Amen.*

*(Silent prayers may be offered)*

## BLESSING AND ASSURANCE OF PARDON

Blessed are the poor. Blessed are you who are hungry now. Blessed are you when you are excluded, when people hate you. Blessed are you when you are on the side of justice. Blessed are you when you are in the margins. Blessed are you when you reject worldly measures of success and live into God's ways of justice, even when it's hard. Even when it's painful. Even when you're not sure you'll make a difference. Blessed are you. You are forgiven. Now, go, and live into God's ways of justice and peace. Blessed are you. **Amen.**

2:00 pm - RESPONSE (Attachments B-J)

- Vision Plan
- Bylaws
- Standing Rules
- Budget

HYMN #581

Glory Be to the Father

*Gloria Patri*

## PEACE

Since God has forgiven us in Christ, let us forgive one another. The peace of our Lord Jesus Christ be with you all.

***And also with you***

*(You are invited to exchange the peace with one another, by word and gesture, signs of peace and reconciliation)*

3:00 pm - BREAK

3:15 pm - COVENANT RENEWAL: Presbyterian Mo Ranch (Attachment K)

## NETWORK REPORTS/CELEBRATIONS

PRAYER OF ILLUMINATION

*Kim Rodrigue*

FIRST READING

SECOND READING

SERMON

*Rev. Ron Sutto*

---

# Be Holy - Synod of the Sun 2019

# Service for the Synod of the Sun Assembly

March 25-26, 2019



HYMN #729

Lord, I Want to Be a Christian

*African American spiritual*

*Through its recurring phrase, "in my heart", this poignant African American spiritual expresses the desire that our professed faith will not be superficial or hypocritical but will permeate the very center of our being, so that we may truly be the people God calls us to be.*

AFFIRMATION OF FAITH

From *A Brief Statement of Faith*

*Emily Laurel*

*In life and in death we belong to God. Through the grace of our Lord Jesus Christ, the love of God, and the communion of the Holy Spirit, we trust in the one triune God, the Holy One of Israel, whom alone we worship and serve. We trust in God the Holy Spirit, everywhere the giver and renewer of life. The Spirit justifies us by grace through faith, sets us free to accept ourselves and to love God and neighbor, and binds us together with all believers in the one body of Christ, the Church. The same Spirit who inspired the prophets and apostles rules our faith and life in Christ through Scripture, engages us through the Word proclaimed, claims us in the waters of baptism, feeds us with the bread of life and the cup of salvation, and calls women and men to all ministries of the Church. In a broken and fearful world, the Spirit gives us courage to pray without ceasing, to witness among all peoples to Christ as Lord and Savior, to unmask idolatries in Church and culture, to hear the voices of peoples long silenced, and to work with others for justice, freedom, and peace. In gratitude to God, empowered by the Spirit, we strive to serve Christ in our daily tasks and to live holy and joyful lives, even as we watch for God's new heaven and new earth, praying, "Come, Lord Jesus!" With believers in every time and place, we rejoice that nothing in life or in death can separate us from the love of God in Christ Jesus our Lord. Amen.*

GIVING OF OURSELVES IN TITHES AND OFFERINGS

*Tracy Spencer-Brown*

OFFERTORY

Offering goes to Solar Under the Sun

\*SONG OF THANKSGIVING

HYMN #606

Doxology

*Genevan Psalter*

*Praise God, from whom all blessings flow;  
Praise Him, all creatures here below;  
Praise Him, above ye heavenly host;  
Praise Father, Son, and Holy Ghost. Amen.*

5:30 pm - MRTI Presentation

6:00 pm - Dinner celebrating 10 years of Solar Under the Sun

---

## Be Holy - Synod of the Sun 2019

# Service for the Synod of the Sun Assembly

March 25-26, 2019

---



## Tuesday, March 26

7:30 am - Breakfast

8:00 am - PERSONNEL COMMITTEE

8:30 am — PRAYERS OF THE PEOPLE

*Jesse Gonzalez*

THE LORD'S PRAYER

*Our Father, who art in heaven, hallowed be thy name, thy kingdom come, thy will be done, on earth as it is in heaven. Give us this day our daily bread, and forgive us our debts as we forgive our debtors. Lead us not into temptation, but deliver us from evil, for thine is the kingdom, and the power, and the glory forever. Amen.*

\*HYMN #611

Joyful, Joyful We Adore Thee

*Hymn To Joy*

COMMITTEES CONTINUE TO MEET

COMMITTEE HARVESTING

- Connecting
- Equipping
- Empowering

COORDINATING TEAM (Attachment L)

- Nominating
- Insurance Review
- Finance

REPORT OF ADMINISTRATIVE COMMISSION TO INDIAN NATIONS  
PRESBYTERY

11:15 am - THE EUCHARIST

*Mitch Miller and Sharon Curry*

INVITATION TO THE LORD'S TABLE

THE GREAT THANKSGIVING

BREAKING OF THE BREAD

COMMUNION

---

# Be Holy - Synod of the Sun 2019

# Service for the Synod of the Sun Assembly

March 25-26, 2019

---



PRAYER AFTER COMMUNION

\*CHARGE AND BENEDICTION

*Elizabeth Gabbard*

RESPONSE HYMN #542          God Be with You Till We Meet Again

*God Be With You*

*God be with you till we meet again;  
loving counsels guide, uphold you, with a shepherd's care enfold you.  
God be with you till we meet again.*

## Synod Leader & Stated Clerk Report March 2019

When Elizabeth began talking about the theme of “Be Holy”, I have been reminded over and over again about connection. Being connected to God and to you, as the synod, in all that we do and the ways in which what we do together is holy.

Your call to be here, at Ferncliff for Synod Assembly, is one of connection. After all, one of your jobs as a Commissioner is to act as a connection to the presbyteries who sent you – to report back to your presbytery. One of my primary jobs is to help connect, equip, and empower you and your presbyteries to do just that. (Thus, the list of my connections since November that are listed in the sidebar.)

### Holy Thread

There is a “Holy Thread” that exists between every item on this list. Each one affecting the other, growing us stronger with each experience.

In December I was invited to attend the Interfaith Wall of Welcome at the US/Mexico border in McAllen, TX. The event was organized by seminary students in conjunction with Mission Presbytery and included a meeting with asylum seekers waiting at the border, work with Catholic Charities, and hearing from people engaged in border ministries. The synod’s Grants & Scholarships Commission even approved an “emergency” grant application for the gathering. An added thread to the fabric of the synod.

In January the Synod Executives Forum gathered leaders, including Moderators and Vice Moderators of each synod, to visit the Legacy Museum and the National Memorial for Peace and Justice (the Lynching Memorial). This experience had a profound effect on me. We have added another thread to the fabric of our synod, the ministry that God is calling us to, and the ways in which we live that out.

Collectively, we carry these “Holy Threads” with us and if we are looking closely, we can see the way that God is weaving them together. Experiences of asylum seekers on the border; new understanding of the subjugation of black men and women on the road from slavery to incarceration; the witness

## CONNECTIONS

Grace Presbytery, Dallas

Eastern Oklahoma Presbytery,  
Tulsa

EP Search Committee(s)

SOSPDN Network Conversation,  
Houston

Wall of Welcome Interfaith  
Gathering, McAllen

Synod Leaders gathering in  
Montgomery, AL

Coordinating Team Retreat, Mo  
Ranch

Palo Duro Presbytery, Abilene

Trinity PC, Jonesville, LA

APCE Conference, Galveston

Indian Nations Presbytery,  
Oklahoma City

EP Consultation with APTS,  
Austin

MRTI meeting in South  
Louisiana, New Orleans

NEXT Church Conference,  
Seattle

New Covenant Presbytery,  
Houston

Hispanic Mission Ministries  
Network, Austin

---

Synod PJC received a complaint and challenge. After a hearing on the challenge, that complaint was dismissed.

indigenous peoples in the bayous of South Louisiana as they watch their land disappear due to effects of climate change; connecting and exchanging ministry and mission among and between presbyteries and congregations; Worshiping together at national conferences; and seeking ways forward with and for our congregations and presbyteries ..... all woven together to create a stronger fabric.

God is working to weave us together with new understandings, and now when we hold that fabric up to the light – we can see the holes, missed stitches and mistakes -through the years of the synod’s ministry, - the ways in which we have weakened that fabric through our own doing – Can we recognize that our work together has not always been just and fair for ALL of the people of God?

If we can begin to see our ministry together as threads that connect, equip, and empower with justice and compassion in mind, we will be building a better and stronger fabric together to the glory of God!

\_-----

As you begin to gather in committees today and tomorrow, I will be floating around, available to answer questions or assist in any way. I am available to visit with your congregations or presbyteries to talk about the mission and ministry of the synod or to preach – call or email me any time.

### **Looking ahead**

Financial Audit, April 1-2

Presbytery Stated Clerk’s Colloquium, April 4-5

Solar School, April 25-27

Synod PW Gathering, July 25-27

Big Tent, August 1-3

EP Forum, August 15-16

Presbytery Leadership Convocation, August 16-17

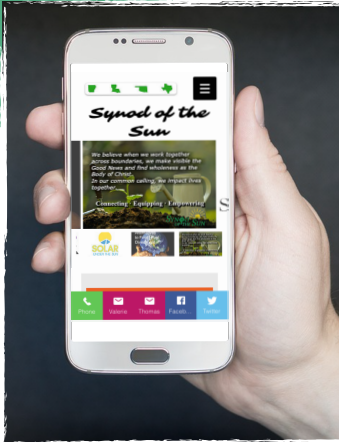
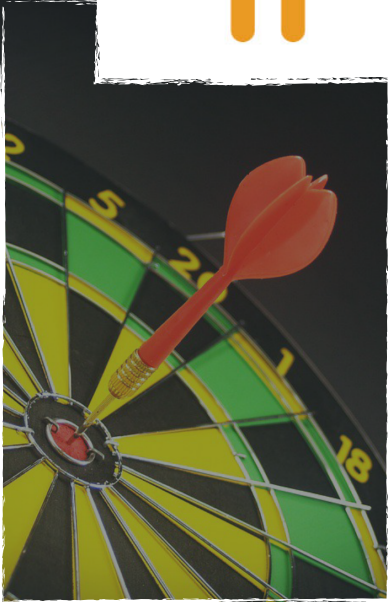
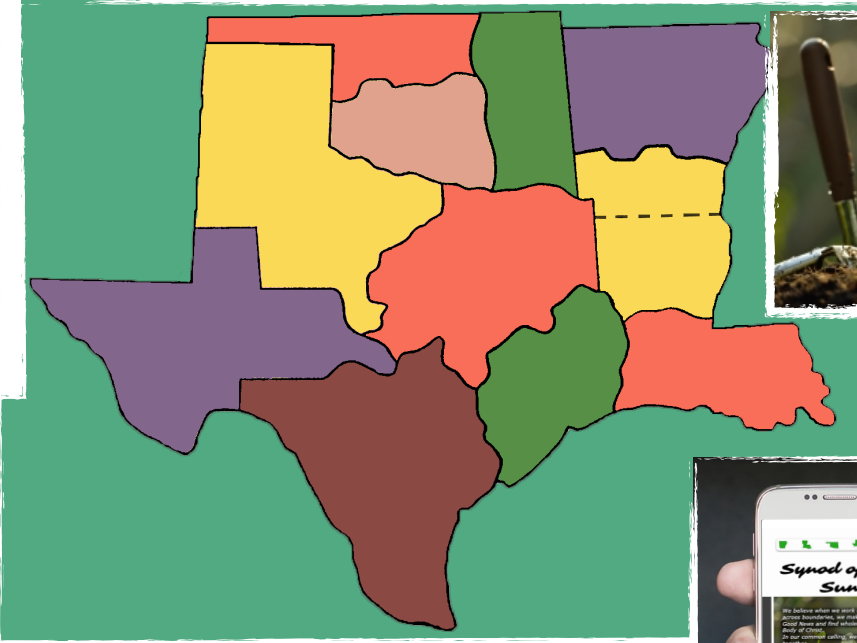
Empowering Women’s Conference, October 8-10

IMAGINE: Compassion & Synod Assembly, November 1-2

214-390-1894

682-465-1360 cell

[valerie.young@synodsun.org](mailto:valerie.young@synodsun.org)



# SYNOD OF THE SUN

Moving us forward to respond and lead the changing church into God's future.

**SYNOD PRIORITIES:**

Relationships  
Networks

Mission  
Assessment

Justice  
Communication Services



---

---

## Vision Statement

This vision statement for the Synod of the Sun is based on priorities of Mission; Relationships; Communications; Networks; and Assessment. Intended as a 3-5 year vision of what we are becoming and how we get there, the vision statement grows out of our core values, and the why and mission statements.

### I. GENERAL AFFIRMATIONS

- a. The Synod of the Sun is a worshipping body;
- b. Synod resources (both human and financial) will principally be outwardly directed.
- c. The design for mission will provide for one full time Synod Leader & Stated Clerk dedicated to facilitating and interpreting the mission, seeing to the governance, and overseeing the administration of the synod;
- d. While pursuing this vision, the synod will continue to fulfill its responsibilities as a council of the Presbyterian Church (U.S.A.) in mutual relationship with other councils.

### II. MISSION

- a. The synod exists primarily for mission, and secondarily for governance; therefore, we seek to be defined by the mission we facilitate and do;
- b. We will fulfill our mission goal in partnership with presbyteries, congregations, networks, covenant partners, and denominational agencies;
- c. We will work to coordinate our mission and work together with other synods towards a common goal of resourcing contingent presbyteries and their leaders.
- d. We will work for the dismantling and eradication of injustices (including internal) based on race, culture, gender, gender identity, accessibility and socioeconomic status thru:
  - i. Education & Training
  - ii. Shared experience(s)
  - iii. Building community

### OUR VALUES *adopted Nov 2013*

In response to God's call to corporate discipleship under the authority of Jesus Christ as Lord, and as a council of the Presbyterian Church (U.S.A.), the Synod of the Sun affirms the following core values:

**Faithfulness:** we honor Christ as Lord when we are worshipful in our work and theologically grounded in our action (Colossians 3:17; 2 Corinthians 4:5)

**Servanthood:** we follow the model of Christ who, though Lord of all, became servant to all when we recognize as a synod that our role is to serve presbyteries and congregations, and as commissioners that to be called is to be sent (Mark 10:42-45; Philippians 2:5-12)

**Community:** we live as the Body of Christ when we foster relationships, share responsibility, embrace diversity, and ensure every voice is heard (Acts 2:42-47; Romans 15:5-7; Ephesians 4:1-6, Galatians 3:26-28)

**Functionality:** we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)

**Responsiveness:** we build Christ's church when we train leaders, support mission partners, connect resources to needs, and communicate effectively (Matthew 28:16-20; Ephesians 4:16-18)

**Flexibility:** we empower faithful discipleship in Christ when we employ fluid structures and build self-directed mission networks rather than hierarchy (Mark 2:18-28; Acts 11:17-18)

**Openness:** we seek the Spirit of Christ when we listen for new ideas, voices, and methods in our midst; and practice transparency and accountability in our corporate life (Isaiah 43:19; John 3:21; 2 Corinthians 4:2)

# Moving us forward to respond and lead the changing church into God's future

## e-iv. and Advocacy

~~d. We will work with Solar Under the Sun, as a designated mission of the Synod, by offering support through a specific line item in the synod budget with:~~

- ~~i. Accounting~~
- ~~ii. Communications Services~~
- ~~iii. Audit~~

**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

- ~~e.— We will strive for deeper, more supportive relationships with the current designated mission, Solar Under the Sun by:~~
- ~~i.— Reporting between & Celebrating each other;~~
  - ~~ii.— Electing two (2) SUS Board members as Synod Commissioners;~~
  - ~~iii.— Providing SUS mission orientation and interpretation opportunities to Synod Commissioners.~~

### **III. RELATIONSHIPS**

- a. A mission description for Commissioners, ~~Commission~~Committee(s) charge, and role descriptions for Chair(s) and Officer(s) will be developed and included in the standing rules;
- b. We will continue to renew our covenant partnerships using abbreviated documents, with increasing awareness of the needs and call of God on all parties;
- c. We will gather our Covenant Partners for education and fellowship at least every two (2) years;
- d. We will continue to support presbytery staff through EP and Stated Clerk Forum(s), and other leadership through various training opportunities as requested.

### **IV. COMMUNICATIONS**

- a. We will continue to offer a unique service to presbyteries through the Communications Services Plan;
- b. The design for the Communications Services Plan provides for one full-time Communications & Administration Coordinator, utilizing contract help where necessary;
- c. We will continue to develop the synod's Video Bank as a way of connecting congregations and presbyteries in mission;
- d. We will continue to develop and provide materials used for mission interpretation by Synod Commissioners and for congregations on Synod Sunday;
- e. Synod Commissioners will participate actively as connecting links and advocates between the synod and the presbyteries, networks, covenant partners and designated mission(s).

### **V. NETWORKS**

- a. We will be responsive to emerging needs and locally generated initiatives through facilitating networks of individuals, congregations and presbyteries for specific mission purposes.
  - i. Networks should ordinarily consist of participants from more than one presbytery and seek to fulfill a purpose beyond the reach of a single presbytery;
  - ii. A process for application and development of a network shall be reviewed and amended in a way that denotes responsiveness, trust, and collaboration.

### **VI. ASSESSMENT**

- a. We will develop and maintain a practice of Impact Assessment, reviewing and evaluating the impact of all that we do;
- b. We accept that "failure" is a perception as a measure of "success", in that vein, we will fail fast and fail forward secure in our call;

## Moving us forward to respond and lead the changing church into God's future

- c. We will consistently seek the wisdom and call of the Holy Spirit in all that we do through the assessment of our impact on mission and exploration of new ways of carrying that out in God's creation.

**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

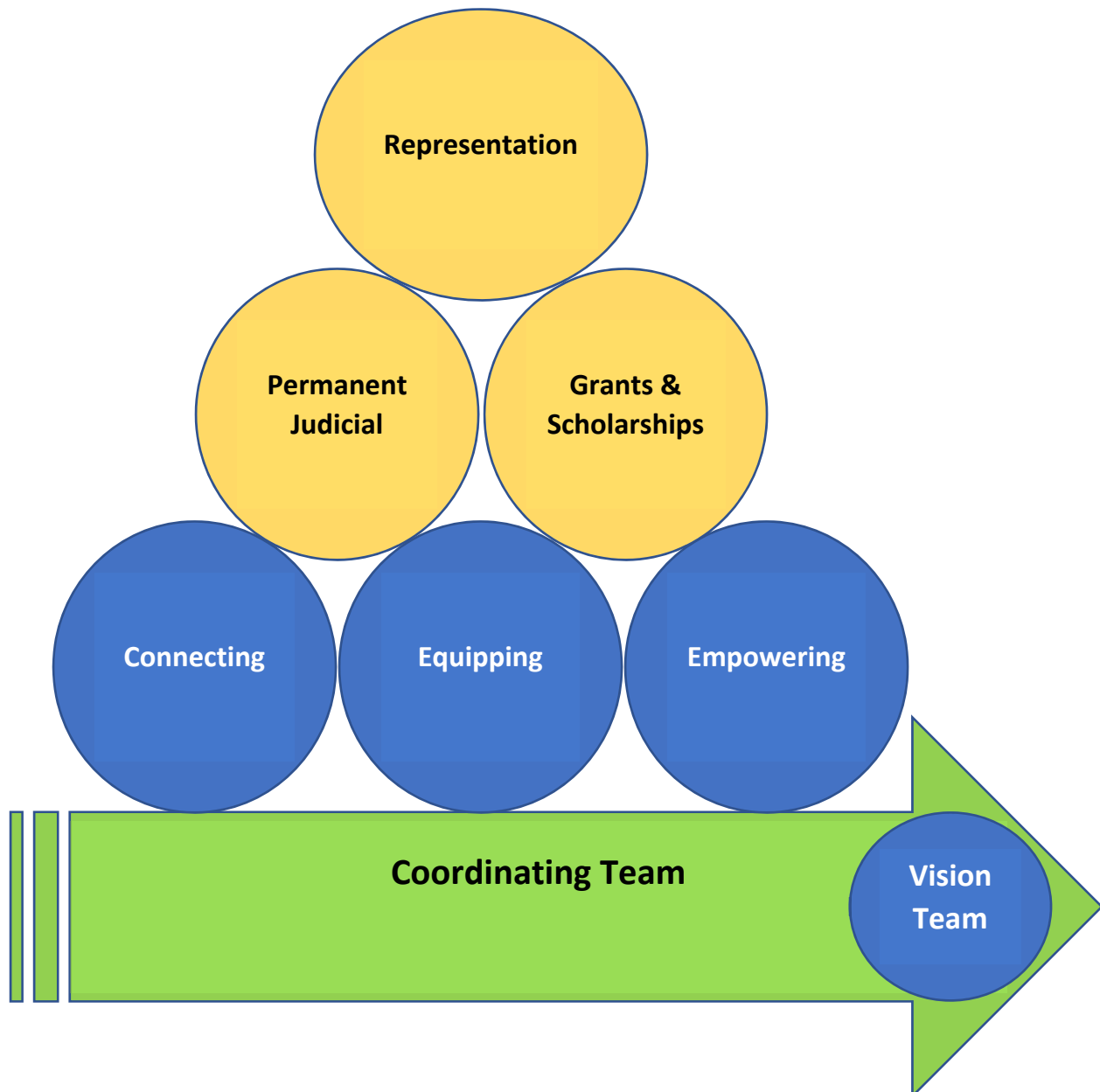
# Moving us forward to respond and lead the changing church into God's future

## OUR MISSION

*"The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds."*

## BECAUSE

*"We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together."*



# STRUCTURE IN SERVICE TO MISSION

---

## Designated Mission

- ~~Support through budget covering:~~
  - ~~Accounting~~
  - ~~Communications Services Plan~~
  - ~~Audit~~
- ~~Deeper Relationships through:~~
  - ~~Reporting/Celebrating each other~~
  - ~~2 SUS Board elected as Synod Commissioners~~
  - ~~SUS Mission Orientation to Synod Commissioners~~



## Plan for election of Commissioners to Synod (G-3.04)

*by approval of presbyteries in 2019*

- Each presbytery elects one ruling elder and one minister of the Word and Sacrament to a three-year term, ordinarily staggered.
- A commissioner may serve no more than two successive terms.
- The synod, to provide racial ethnic balance among commissioners, will provide for the election of up to six (6) commissioners at-large.
- ~~The synod, to provide for deep and ongoing relationship, shall elect two (2) commissioners at large from the board or governing council/committee of its identified designated mission.~~

**Servanthood:** *we follow the model of Christ who, though Lord of all, became servant to all when we recognize as a synod that our role is to serve presbyteries and congregations, and as commissioners that to be called is to be sent (Mark 10:42-45; Philippians 2:5-12)*

**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

# STRUCTURE IN SERVICE TO MISSION

## Committees (Re)Defined as Commissions with specific authority

Standing Commissions-Committees (i.e., *Connecting, Equipping, Empowering, Personnel, Representation & Coordinating Team*) are each empowered to consider and conduct matters referred to it by the synod and as described;

- Each shall have charge of its own budget, a sub-division of the synod's operating budget; and authority to carry out their charge;
- ~~Each shall begin and end their meetings with prayer and worship components;~~
- ~~Comprised primarily of Commissioners to the Synod, Corresponding members, and Co-opted members with voice and vote;~~
- ~~A quorum of each commission shall be a majority of its Commissioner members.~~
- Each committee may coopt up to three (3) persons with voice and vote, provided Commissioners comprise a majority of its membership.
- A Committee quorum shall be 50% +1 of its membership

## SYNOD ASSEMBLY A place of. . .

- ❖ Worship;
- ❖ Conversation/Development to/for that which synod is uniquely suited;
- ❖ Celebration of Networks, Mission, Relationships;
- ❖ Local mission engagement;
- ❖ Affirmation of Commissions' Committees' work;
- ❖ Approval of revised and final Synod budget;
- ❖ Other work as required/advised by the Coordinating Team.

**Faithfulness:** *we honor Christ as Lord when we are worshipful in our work and theologically grounded in our action (Colossians 3:17; 2 Corinthians 4:5)*

**Flexibility:** *we empower faithful discipleship in Christ when we employ fluid structures and build self-directed mission networks rather than hierarchy (Mark 2:18-28; Acts 11:17-18)*



**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

# STRUCTURE IN SERVICE TO MISSION

---

---

## Connecting Committee

Charged with nurturing relationships between synod and the world! (i.e. Congregations; Presbyteries; Covenant Institutions & Agencies; PC(USA) Agencies)

- Presbyteries/Congregations
- Covenant Relationships
- Communication and maintenance of relationships (i.e. Synod Sunday; Video Bank; Conversations with the Clerk; Presbyterian Disaster Assistance)
- Develop new and creative ways of strengthening relationships between and among the Body of Christ.

**Community:** we live as the Body of Christ when we foster relationships, share responsibility, embrace diversity, and ensure every voice is heard (Acts 2:42-47; Romans 15:5-7; Ephesians 4:1-6; Galatians 3:26-28)

## Equipping Committee

Charged with oversight and development of that which equips presbyteries and the synod to live into their call to ministry. (i.e. Synod Communications Services Plan, as well as Synod Personnel)

- All aspects of the Communications Services Plan
- EP & Clerks (Forum; COM & leadership training)
- ~~Synod Personnel/Human Resources function~~
- Develop new and creative ways of equipping Presbytery leadership and strengthening communications with and between presbyteries and the world.

**Responsiveness:** we build Christ's church when we train leaders, support mission partners, connect resources to needs, and communicate effectively (Matthew 28:16-20; Ephesians 4:16-18)

## Empowering Committee

Charged with development, nurture, and empowerment of Synod Networks -and providing deeper relationship through orientation, and Synod Designated Missions. Networks should consist of participants from more than one presbytery, be responsive to emerging needs and locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.

- Development
- Support
- Maintenance
- Celebration
- Orientation and interpretation

**Openness:** we seek the Spirit of Christ when we listen for new ideas, voices, and methods in our midst; and practice transparency and accountability in our corporate life (Isaiah 43:19; John 3:21; 2 Corinthians 4:2)

**Functionality:** we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)



# STRUCTURE IN SERVICE TO MISSION

## Representation Committee

*Book of Order duties per G-3.0103*

- Synod shall elect from among members of the synod at-large (*not Synod Commissioners*), six members, each serving a three-year term;
- Shall consist of three classes except where initial classes of one and two year terms are necessary to establish regular rotation;
- Committee members shall be elected to no more than two consecutive terms;
- Committee shall consist of equal numbers of men and women representing a minimum of four (4) presbyteries;
- A majority of the members shall be selected from the racial ethnic groups within the synod.

## Grants & Scholarships Commission

*Charged with application process, review and award of funds designated specifically for the program, as outlined in manual.*

- Reduce to Comprised of 5 members-PC(USA) members
- Chair shall be Synod Commissioner elected by Synod Assembly
- Elected from among members of the synod at-large (*not necessarily Commissioners*)
- Elected to rotating, staggered 3 year terms with a maximum of two consecutive terms.

## Personnel Committee

Responsible for the review and oversight of synod staff, development and maintenance of personnel policies, and management of hiring processes.

- One Commissioner each from Connecting, Equipping, and Empowering Committee(s)
- One member of the EP Forum as decided by the Forum
- One person not currently serving as Synod Commissioner

## Coordinating Team

*Charged with uplifting the work of ~~Commissions-Committees~~ and visioning for the synod; approval of preliminary budget; assessment of impact; and coordination of Assemblies with authority to make decisions on behalf of the assembly between meetings.*

**Comprised of (11):** Moderators of Committees: Connecting; Equipping; Empowering; Representation; Representation; Personnel; and Grants & Scholarships Commissions; ~~President/Moderator of designated Synod Mission Board;~~ member of the EP Forum; Synod CT Chair; Synod Moderator; Synod Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk

**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

# STRUCTURE IN SERVICE TO MISSION

- Assessment of ministry impact relative to established mission, vision, values and why statements
- Synod Budget
- Oversee administrative function
- Nominating
- Acts on behalf of the Assembly between meetings
- Planning Synod Assemblies

## Vision Team

*Charged with vision and planning of the life and work of the synod, as well as an annual Coordinating Team Retreat. The purpose of the retreat is orientation and articulation of vision and focus, building team and relationships among the Coordinating Team.*

**Comprised of (6):** CT Chair, Synod Moderator, Synod Moderator-Elect, and one person from the Executive Presbyter/Stated Clerk's Forum, Assistant Stated Clerk, and Synod Leader & Stated Clerk.

**Functionality:** *we fulfill the call of Christ when we place structures and resources in service to mission not institutional self-preservation (Mark 8:34-35; 2 Corinthians 9:8)*

# DESCRIPTION OF SERVICE

---

## **Commissioners**

### **What does it mean to be a Synod Commissioner?**

Commissioners serve as leaders and missionaries of the synod. They are called to seek and to discern the mind of Christ, interpret the mission and actions of the synod, and serve as an agent of Christ’s mission in the region and member presbyteries.

### **What kinds of gifts, experience, and abilities do I need to have to be a Synod Commissioner?**

As the synod continues to grow toward a more missional body, there is an ongoing need to communicate these changes and to develop ways and means by which the synod can continue to connect, equip, and empower. The synod needs leaders with a variety of gifts and skills in the areas of media and communications, finance, and development, among others, and with a heart for mission and ministry.

### **If elected by my presbytery as a Synod Commissioner, what is expected of me?**

Commissioners are the direct link to constituent presbyteries and will maintain regular communication with their presbytery. Whenever possible, commissioners will secure time on their presbytery’s meeting docket to provide a report of the work of the synod. Where a personal report is not possible, a written report will be provided for publication.

Every commissioner serves on one of ~~three-four~~ Standing ~~Commissions-Committees~~ (Connecting, Equipping, Empowering). As a Commissioner to the synod, you are expected to fully participate in the life and work of the synod and your chosen ~~commissioncommittee~~.

### **Do I get to choose which Standing ~~Commission-Committee~~ I serve on?**

YES! God calls each of us independently, with special gifts for God’s own purposes. We believe that you go and serve where God calls. Detailed descriptions of the Standing ~~Commissions Committee~~ can be found in the ~~Operations Guidebook: Living Out Our Call.Vision Plan: Moving us forward to respond and lead the changing church into God’s future.~~

### **How is the work of the ~~commissions-committees~~ accomplished with in such a large geographical region?**

Much of the work of synod and its ~~Commissions-Committees~~ is conducted primarily through email, conference calls, and video conferencing between Synod Assemblies. Depending on the ~~commissioncommittee~~, it is possible that there will be an occasional face to face meeting in a central location.

# DESCRIPTION OF SERVICE

## Commission-Committee Vice-Moderator Responsibilities

- Works with the Commission-Committee Moderator and Synod Leader & Stated Clerk to call meetings, set agendas, and see that the Commission's-Committee's mission is carried out in a timely fashion and with energy, imagination, and love;
- Serves and participates in the life of the CommissionCommittee, assisting the Moderator wherever possible;
- Communicates, interprets, and celebrates the work of the commission-committee to synod and beyond;
- Provides open and inclusive space for ALL to serve: Commissioners and Corresponding members, as well as encouraging and recruiting Coopted service;
- Stands in the gap: In the event that the Commission-Committee Moderator is or becomes unavailable to fulfill any or all of their responsibilities;
- Wherever possible, serves the following year as the Commission-Committee Moderator.
- Pray for the synod, it's committees and leadership.

## Commission-Committee Moderator

- Ordinarily, would have previously served as Commission-Committee Vice-Moderator
- Works with the CommitteeCommission Vice-Moderator and Synod Leader & Stated Clerk to call meetings, set agendas, and see that the CommitteeCommission's mission is carried out in a timely fashion and with energy, imagination, and love;
- Assures that full and complete minutes, including commission-committee budget, are taken and provided to the synod staff in a timely way;
- Serves and participates on the Synod Coordinating Team by, among other things, sharing about the work of the Standing CommitteeCommission;
- Communicates, interprets, and celebrates the work of the commission-committee to synod and beyond;
- Provides open and inclusive space for ALL to serve: Commissioners and Corresponding members, as well as encouraging and recruiting Coopted service;
- Assures that the commission-committee provides written policies for its work and presents those, and any changes, to the Synod Assembly for full approval.
- Pray for the synod, it's committees and leadership.

## Synod Moderator-Elect

- Moderates the Assembly in the event the Moderator is unavailable;
- Serves on the Coordinating Team;
- Leads synod nominations work;

## DESCRIPTION OF SERVICE

- Serves, at times, on any appointed groups of the Synod that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Committee Commissions;
- Serves on a Standing Committee Commission as agreed with the Moderator and Chair of CT, so that each commission-committee has an elected officer;
- Represents the Synod at events beyond Assembly meetings as requested and appropriate.
- Pray for the synod, it's committees and leadership.

### Synod Moderator

- Ordinarily, will have served previous year as Synod Vice-Moderator;
- Moderates all Assembly meetings;
- Serves on the Coordinating Team;
- Works with Stated Clerk to plan the Synod Assembly docket;
- Leads Synod annual budgeting & oversight;
- Appoints, and at times serve on, any Task Forces, Teams or Committee Commissions that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Committee Commissions;
- Represents the Synod at events beyond the Assembly meetings as requested and appropriate;
- Serves on a Standing Committee Commission as agreed with the Moderator-elect and Chair of CT, so that each committee has an elected officer;
- Reviews and approves the minutes of Assembly meetings, in partnership with the Moderator-elect, as prepared by the Stated Clerk.
- Pray for the synod, it's committees and leadership.

### Coordinating Team Chair

- Ordinarily, will have served previous year as Synod Moderator;
- Develops agenda and moderates Coordinating Team;
- Reports to the Assembly on behalf of the CT;
- Leads synod administrative oversight, i.e. Insurance Review, etc.
- Represents the Synod at events beyond Assembly meetings as requested and appropriate;
- Serves on a Standing Committee Commission as agreed with the Moderator-elect and Moderator, so that each commission-committee has an elected officer;

# DESCRIPTION OF SERVICE

- Serves on Task Forces, Teams or ~~Committee Commission~~ that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod ~~Committee Commissions~~.
- [Pray for the synod, it's committees and leadership.](#)

## Corresponding Members

***Executive Presbyters and Presbytery Stated Clerks*** serving within the bounds of the synod (unless duly elected as a commissioner) shall be seated as corresponding members of the synod with voice and no vote in the Assembly, but with voice and vote in ~~Committee Commissions~~.

**Questions and feedback are invited. Please send comments and inquiries by ~~November 1~~February 20, 2019 to [valerie.young@synodsun.org](mailto:valerie.young@synodsun.org) for collection and consideration.**

**Initially Developed and Submitted by 2018 Vision Task Force: *Shelley Hernandez, Synod Moderator; Rev. Elizabeth Gabbard, Synod Moderator-Elect; Rev. Mitch Miller, Synod Moderator-Elect Nominee; Ernest Higginbotham, Assistant Stated Clerk; Valerie Young, Synod Leader & Stated Clerk***

**Revised January 2019 by Committee Leadership and based on Feedback at Assembly and further prayer and discernment.**

- Rev. Elizabeth Gabbard
- Rev. Mitch Miller
- Shelley Hernandez
- Rev. Jesus (Jesse) Gonzalez
- Rev. Harry Cooper
- —Valerie Young, Synod Leader
- \_\_\_\_\_
- Edith Hill
- Sharon Curry
- Bruce Goodlock
- Rev. Tracy Spencer Brown
- Rev. Ron Sutto, EP

# 1 Standing Rules

---

## 2 1. Mission Statement

3 **Mission Statement:** The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by  
 4 connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond  
 5 the Synod's bounds.

6  
 7 *This mission will be accomplished through:*

### 8 1. CONNECTING:

9 The synod maintains current covenant relationships and establishes new covenants with  
 10 Presbyterian-related institutions such as schools, colleges, universities, and service organizations  
 11 who wish to be connected to Presbyterians within the synod and who wish to emphasize  
 12 Presbyterian faith and heritage.  
 13

### 14 2. EQUIPPING :

15 The synod works to develop effective means for interpreting Presbyterian mission,  
 16 communicating mission opportunities, gathering Presbyterians together in regional educational  
 17 events, and publicizing activities sponsored by presbyteries, synod-related networks and  
 18 institutions. The goal is to strengthen connectionalism within the Church, the synod, presbyteries  
 19 and congregations. Possible means to achieve this mission include:  
 20

- 21 a. E-newsletters and an interactive website
- 22 b. Brochures and other promotional material
- 23 c. Social networking media
- 24 d. Regional (or statewide) educational events

### 25 3. EMPOWERING:

26 ***Networks:*** The synod helps to create, encourage, facilitate, and provide financial assistance for  
 27 networks of people engaged in similar ministries. The networks enable relationships and mission  
 28 opportunities which are not possible within a single presbytery. These networks provide  
 29 opportunities for peer learning, support, and new mission initiatives. The synod develops  
 30 covenant relationships with each network through consultation and the use of a Synod Network  
 31 Planning Guide.  
 32

33 Network participants are responsible for planning and implementing the activities sponsored by  
 34 the networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed  
 35 or requested. Some networks sponsor conferences or other events to further their common  
 36 ministry. The synod helps to finance the networks to the extent funds are available and in  
 37 accordance with the mission and priorities established by the synod.  
 38

39  
 40 **4. COORDINATING** resources, endowments, grants and scholarships. The synod has been  
 41 authorized by a number of endowments as the agent to disburse funds for designated purposes  
 42 (as restricted by the donors), and to use funds from undesignated endowments. The Grants and

43 Scholarship Commission works to distribute the interest from endowments and other designated  
44 funds in accordance with recorded donor designations.

45  
46 4. **CARRYING OUT** Book of Order required functions. Guided by the Stated Clerk, the synod  
47 will fulfill all required duties as listed in the Form of Government, G-3.0101 – G-3.0113 and G-  
48 3.0401 – G-3.0406, and the Rules of Discipline. Disciplinary functions are accomplished through  
49 the Permanent Judicial Commission. Other functions are accomplished through the synod’s  
50 continuing support and coordination of groups and events including, for example, the Executive  
51 Presbyter Forum, COM/CPM Event, Staff Convocation, and Presbytery Stated Clerks gathering  
52 and continued education opportunities.

## 53 **2. Synod Assembly**

54 The Synod Assembly will seek to establish policies that benefit the synod as a whole.  
55 The Synod Assembly will be responsible for itself and its membership through regular self-  
56 evaluation, and discipline as well as commissioner orientation and development.

57  
58 The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will  
59 contain time for gathering in community, celebration of the Lord’s Supper, worship, and study.  
60 The first meeting of each year should have a component for orientation of new commissioners.

61  
62 Between synod gatherings, committee, task force and work team meetings will be conducted via  
63 *conference telephone call, video, or other electronic means* – unless circumstances require a  
64 face-to-face meeting. The committees, task forces, and work teams may meet during stated  
65 meetings of the Synod Assembly.

66  
67 The Vision Team will draft a set of objectives to the synod’s work. The Coordinating Team shall  
68 report to the first assembly of the year as to the assessment of the previous year’s objectives. To  
69 ensure appropriate focus of resources and accountability the synod will review objectives  
70 annually. .

## 71 **3. Commissioners and Representatives**

72 Commissioners serve as leaders and missionaries of the synod. They are to seek and to discern  
73 the will of Christ, interpret the mission and actions of the synod, and serve the needs of the  
74 denomination in the region and member presbyteries.

75 Commissioners, in taking action as the full Synod Assembly, speak with one voice. It is  
76 expected that while not all actions will be unanimous, the decisions of the body will be respected  
77 and supported by all. One voice ensures clarity of purpose and direction.

78  
79 Commissioners are the direct link to constituent presbyteries and will maintain regular  
80 communication with the presbytery for which they serve. Whenever possible, commissioners  
81 will obtain time on their presbytery’s docket in order to provide a report of the work of the  
82 synod. Where a personal report is not possible, a written report will be provided for publication.  
83



84  
85 Every commissioner serves on one of three Standing Committees (Connecting, Equipping,  
86 Empowering) based upon his/her input of personal discernment, and in conjunction with the  
87 needs of those committees. Additional opportunities for service are in subcommittees,  
88 commissions, and teams or task forces.

89  
90 Commissioners, while offering their gifts, skills, and abilities to the work of Synod, will avoid  
91 conflicts of interest in exercising their fiduciary responsibility.

92  
93 Co-opted and corresponding members, as well as synod staff, offer a unique perspective of the  
94 execution of the synod's mission. They will have voice and vote in the work of committees and  
95 will have voice but no vote in Synod Assembly. Corresponding members will be encouraged to  
96 take part in the life of the synod through committees and Assembly attendance.

#### 97 **4. Commissions and Committees**

98 Members of a Synod Committee or Commission (with the exception of the Permanent Judicial  
99 Commission) may, in addition to elected commissioners, include up to three (3) persons co-opted  
100 for particular skills or service.

101 Synod will strive for inclusive representation in matters of cultural diversity, ordination, and  
102 wherever possible, presbytery representation in all working bodies.

103

104 Any working body of the synod shall include at least one Synod Commissioner.

105 All Standing Committee moderators are elected by the Synod Assembly.

106

##### 107 **Connecting**

108 *Charged with relationships between synod and the world! (i.e. Congregations; Presbyteries;  
109 Covenant Institutions & Agencies; PC(USA) Agencies)*

- 110
- 111 • Presbyteries/Congregations
  - 112 • Covenant Relationships
  - 113 • Communication and maintenance of relationships (i.e. Synod Sunday; Video Bank;  
114 Conversations with the Clerk; Presbyterian Disaster Assistance)
  - 115 • Develop new and creative ways of strengthening relationships between and among the  
Body of Christ.

##### 116 **Equipping**

117 *Charged with oversight and development of that which equips presbyteries and the synod to live  
118 into their call to ministry. (i.e. Synod Communications Services Plan)*

- 119
- 120 • All aspects of the Communications Services Plan
  - EP & Clerks (Forum; COM & leadership training)

- 121       • Develop new and creative ways of equipping Presbytery leadership and strengthening  
122       communications with and between presbyteries and the world.

123       **Empowering**

124       *Charged with development, nurture, and empowerment of **Synod Networks**. Networks should*  
125       *consist of participants from more than one presbytery, be responsive to emerging needs and*  
126       *locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.*

- 127       • Development  
128       • Support  
129       • Maintenance  
130       • Celebration

131

132       **Representation**

133       *Book of Order duties per G-3.0103*

- 134       • Synod shall elect from among members of the synod at-large (*not Synod Commissioners*),  
135       six members, each serving a three-year term;  
136       • Shall consist of three classes except where initial classes of one and two year terms are  
137       necessary to establish regular rotation;  
138       • Committee members shall be elected to no more than two consecutive terms;  
139       • Committee shall consist of equal numbers of men and women representing a minimum of  
140       four (4) presbyteries;  
141       • A majority of the members shall be selected from the racial ethnic groups within the  
142       synod.

143       **Personnel**

144       Responsible for the review and oversight of synod staff, development and maintenance of  
145       personnel policies, and management of hiring processes.

- 146       • One person from each standing committee (Connecting, Equipping, Empowering)  
147       • One member of the EP Forum as decided by the Forum  
148       • One member not currently serving as Synod Commissioner

149

150

151       **Permanent Judicial Commission**

152       The Permanent Judicial Commission is charged with exercising judicial process in accordance  
153       with the Rules of Discipline. It shall consist of eleven members, elected and constituted in  
154       accordance with the Rules of Discipline. The Stated Clerk shall provide for the regular training  
155       of commission members.

156

157 **Grants & Scholarships Commission**

158 *Charged with application process, review and award of funds designated specifically for the*  
159 *program, as outlined in manual.*

- 160
  - 5 members
  - Elected from among members of the synod at-large (*not necessarily Commissioners*)
  - Elected to rotating, staggered 3-year terms with a maximum of two consecutive terms.

163

164 **Coordinating Team**

165 *Charged with uplifting the work of Commissions and visioning for the synod; approval of*  
166 *preliminary budget; assessment of impact; and coordination of Assemblies with authority to*  
167 *make decisions on behalf of the assembly between meetings.*

168 **Comprised of (11):** Moderators of Connecting, Equipping, Empowering, Representation, Grants  
169 & Scholarships Commissions, and Personnel; Synod CT Chair; Synod Moderator; Synod  
170 Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk

- 171
  - Assessment of ministry impact relative to established mission, vision, values and why
  - 172 statements
  - 173 • Synod Budget
  - 174 • Oversee administrative function
  - 175 • Nominating

176

177 **Vision Team**

178 *Charged with vision and planning of the life and work of the synod, as well as an annual*  
179 *Coordinating Team Retreat. The purpose of the retreat is orientation and articulation of vision*  
180 *and focus, building team and relationships among the Coordinating Team.*

181 **Comprised of (6):** CT Chair, Synod Moderator, Synod Moderator-Elect, and one person from  
182 the Executive Presbyter/Stated Clerk’s Forum, Assistant Stated Clerk, and Synod Leader &  
183 Stated Clerk.

184

185 **Event Planning Teams**

186 “Synod Event” Planning Teams are ordinarily made up of at least one member of the EP Forum,  
187 and/or one Presbytery Stated Clerk, Synod staff, and at least on Synod Commissioner.

188

189 **Investigating and/or Administrative Review Committee(s)**

190 The Stated Clerk, working with the Moderator, has the authority to appoint an Investigating  
191 and/or Administrative Review Committee, as deemed necessary upon notification or request.

192

193 The synod and/or its standing committees may designate additional committees to operate in  
194 addition to and in consultation with standing committees, on an ad hoc or permanent basis.

195 These may include:  
196 Finance  
197 Communication  
198 Recruitment  
199 Covenant Review Teams  
200 Development  
201

## 202 **5. Officers and Staff**

203 The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries,  
204 wherever possible, alphabetically.  
205

206 A Synod Moderator-elect is nominated by the Coordinating Team, in consultation with the  
207 presbytery in rotation, and elected in the fall prior to the beginning of the one-year term.  
208

209 Installation of the Moderator ordinarily occurs at the end of the fall meeting prior to the  
210 beginning of that one-year term.  
211

### 212 **Commission Vice-Moderator Responsibilities**

- 213 • Works with the Commission Moderator and Synod Leader & Stated Clerk to call  
214 meetings, set agendas, and see that the Commission's mission is carried out in a timely  
215 fashion and with energy, imagination, and love;
- 216 • Serves and participates in the life of the Commission, assisting the Moderator wherever  
217 possible;
- 218 • Communicates, interprets, and celebrates the work of the commission to synod and  
219 beyond;
- 220 • Provides open and inclusive space for ALL to serve: Commissioners and Corresponding  
221 members, as well as encouraging and recruiting Coopted service;
- 222 • Stands in the gap: In the event that the Commission Moderator is or becomes unavailable  
223 to fulfill any or all of their responsibilities;
- 224 • Wherever possible, serves the following year as the Commission Moderator.

### 225 **Commission Moderator**

- 226 • Ordinarily, would have previously served as Commission Vice-Moderator
- 227 • Works with the Commission Vice-Moderator and Synod Leader & Stated Clerk to call  
228 meetings, set agendas, and see that the Commission's mission is carried out in a timely  
229 fashion and with energy, imagination, and love;
- 230 • Assures that full and complete minutes, including commission budget, are taken and  
231 provided to the synod staff in a timely way;

- 232 • Serves and participates on the Synod Coordinating Team by, among other things, sharing  
233 about the work of the Standing Commission;
- 234 • Communicates, interprets, and celebrates the work of the commission to synod and  
235 beyond;
- 236 • Provides open and inclusive space for ALL to serve: Commissioners and Corresponding  
237 members, as well as encouraging and recruiting Coopted service;
- 238 • Assures that the commission provides written policies for its work and presents those,  
239 and any changes, to the Synod Assembly for full approval.

240 **Synod Moderator-Elect**

- 241 • Moderates the Assembly in the event the Moderator is unavailable;
- 242 • Serves on the Coordinating Team;
- 243 • Leads synod nominations work;
- 244 • Serves, at times, on any appointed groups of the Synod that are deemed necessary by the  
245 Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod  
246 Commissions;
- 247 • Serves on a Standing Commission as agreed with the Moderator and Chair of CT, so that  
248 each commission has an elected officer;
- 249 • Represents the Synod at events beyond Assembly meetings as requested and appropriate.

250 **Synod Moderator**

- 251 • Ordinarily, will have served previous year as Synod Vice-Moderator;
- 252 • Moderates all Assembly meetings;
- 253 • Serves on the Coordinating Team;
- 254 • Works with Stated Clerk to plan the Synod Assembly docket;
- 255 • Leads Synod annual budgeting & oversight;
- 256 • Appoints, and at times serve on, any Task Forces, Teams or Commissions that are  
257 deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond  
258 that outlined for Synod Commissions;
- 259 • Represents the Synod at events beyond the Assembly meetings as requested and  
260 appropriate;
- 261 • Serves on a Standing Commission as agreed with the Moderator-elect and Chair of CT,  
262 so that each committee has an elected officer;
- 263 • Reviews and approves the minutes of Assembly meetings, in partnership with the  
264 Moderator-elect, as prepared by the Stated Clerk.

265 **Coordinating Team Chair**

- 266 • Ordinarily, will have served previous year as Synod Moderator;
- 267 • Develops agenda and moderates Coordinating Team;

- 268 • Reports to the Assembly on behalf of the CT;
- 269 • Leads synod administrative oversight, i.e. Insurance Review, etc.
- 270 • Represents the Synod at events beyond Assembly meetings as requested and appropriate;
- 271 • Serves on a Standing Commission as agreed with the Moderator-elect and Moderator, so
- 272 that each commission has an elected officer;
- 273 • Serves on Task Forces, Teams or Commissions that are deemed necessary by the
- 274 Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod
- 275 Commissions.

276  
277 Synod shall have a current Personnel Manual, with staff position descriptions, included in the  
278 Synod's Manual of Operations and updated as necessary.

## 280 **6. Trustees**

281 Description and election of the Synod Trustees is outlined in section 6 of the Bylaws.

## 283 **7. Bylaws**

284 The Synod Bylaws and Standing Rules will be reviewed regularly and amended as needed.

285  
286 The Synod Moderator will appoint a task force at least every five years to review and update the  
287 Mission Statement, Bylaws, and Standing Rules.

## 288 **8. Finance**

### 289 **Budget Guidelines**

- 290 a. Mission Contributions from Presbyteries are normally retained in a board
- 291 designated fund to be applied to the budget for the following year. (i.e. funds
- 292 received in 2013 are used to meet budgetary needs in 2014)
- 293
- 294 b. The Coordinating Team will normally present a budget based on projected
- 295 income to the full assembly at the fall meeting. At the winter/spring meeting any
- 296 necessary adjustments will be made and approved by the assembly.
- 297
- 298 c. Unless otherwise specified all gifts received (undesignated, designated as general
- 299 mission or administration), other than Presbytery mission support, will be applied
- 300 to income during the year in which they were received.

301  
302 The synod will conduct an annual, professional, external financial audit.

303  
304 Synod grants shall be disbursed only to organizations that conduct annual financial reviews or  
305 formal audits. The synod may require copies of these financial reviews or audits. All  
306 scholarships are ordinarily paid directly to the event or institution.

307  
308 The synod receives interest from endowments some of which are unrestricted in their use and  
309 some restricted for specific grants and scholarships. Other synod income includes presbytery  
310 mission contributions, church, and individual contributions. The synod will provide complete  
311 and accurate reporting to include budget and financial statements for the synod, as well as those  
312 ministries for which the synod provides financial oversight, reflecting all restricted and  
313 unrestricted funds, at each assembly meeting, to the Coordinating Team at least quarterly and  
314 may at the discretion of the Coordinating Team, provide such information to others upon request.  
315

## 316 **9. Overtures to General Assembly**

317 From the Standing Rules of the General Assembly:

318 *Overtures are items of business that have been approved by a presbytery (with*  
319 *concurrence of another presbytery) or a synod and shall request the General Assembly to*  
320 *take a particular action, or approve or endorse a particular statement or resolution. (See*  
321 *Book of Order, G-3.0302d.)*

322 and

323 The stated clerk of a presbytery or synod considering an overture to the General  
324 Assembly shall:

- 325 (1) Examine the most recently published Minutes of the General Assembly to determine  
326 if a similar overture has already been passed.  
327 (2) Consult with the Office of the General Assembly to determine whether the desired  
328 action has been voted by any previous General Assembly.  
329 (3) Consult with the Office of the General Assembly to determine whether a similar  
330 overture has already been proposed in order that the presbytery or synod may concur  
331 with the existing overture.  
332 (4) Draft the overture in the following form:

333 “The Presbytery of \_\_\_\_\_ overtures the [# of the assembly] General  
334 Assembly [(year)] of the PC(USA) to [state the specific action the General Assembly is  
335 asked to take].”

336 To this shall be appended a rationale, stating the reasons for submitting the overture.

337

338 **Synod Overtures to General Assembly**

339 Overtures to the General Assembly from the Synod of the Sun shall be submitted to the  
340 Synod’s Stated Clerk by a current Synod Commissioner, or by majority vote of one of the  
341 three Synod Standing Committees: Connecting, Equipping, and Empowering.

342 The Synod’s Stated Clerk shall be responsible for items 1-4 above, and upon determining  
343 that the Overture and rationale are in order, will add the overture to the agenda of the next  
344 Synod Assembly. In working with those considering, preparing, or submitting Overtures, the  
345 Stated Clerk should make them aware of the General Assembly deadlines for consideration.  
346 If an Overture cannot be submitted to the next Synod Assembly ahead of the General  
347 Assembly deadlines, that Overture shall not be considered by the Synod.

348 **Requests for Concurrence**

349 The Synod shall consider written requests to concur with the Overtures of other Presbyteries  
350 as part of the overture submission process to General Assembly. The Synod’s Stated Clerk,  
351 upon receiving requests for concurring votes from any Presbytery, should determine the  
352 overture to be in good standing, and refer the request to the next meeting one of the  
353 Connecting, Equipping, or Empowering Committee (whichever meets first). The assigned  
354 committee shall determine by majority vote, whether the Synod should consider concurrence  
355 at the next Synod Assembly—considering the known interests and appropriateness of the  
356 overture in the context of Synod’s ministry and mission. If the Synod Assembly will not  
357 meet the General Assembly deadlines for submission, the concurrence shall not be  
358 considered.

359 **Consideration of Overtures and Concurrence**

360 The Synod’s Stated Clerk or the Committee referring the Overture or the request for  
361 concurrence, shall submit the motion to the Synod Assembly without any recommendation,  
362 but simply, “Shall the Synod overture the General Assembly” or “Shall the Synod concur  
363 with the overture to the General Assembly,” seeking the Synod Assembly to answer in the  
364 affirmative or the negative.

365  
366  
367 These Standing Rules may be amended as needed at any Stated Synod meeting by simple  
368 majority vote.

369  
370 Approved by Synod Assembly, Nov. 2, 2013  
371 Revised by Synod Assembly, Nov. 1, 2014  
372 Revised by Synod Assembly, Nov. 6, 2015  
373 To be revised by Synod Assembly, March 2019

374  
375  
376



# Standing Rules

## 1. Mission Statement

**Mission Statement:** The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds.

*This mission will be accomplished through:*

### 1. **CONNECTING:** Presbyterians.

~~a. **Networks:** The synod helps to create, encourage, facilitate, and provide financial assistance for networks of people engaged in similar ministries. The networks enable relationships and mission opportunities which are not possible within a single presbytery. These networks provide opportunities for peer learning, support, and new mission initiatives. The synod develops covenant relationships with each network through consultation with a Synod Network Team and the use of a Synod Network Planning Guide.~~

~~Network participants are responsible for planning and implementing the activities sponsored by the networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed or requested. Some networks sponsor conferences or other events to further their common ministry. The synod helps to finance the networks to the extent funds are available and in accordance with the mission and priorities established by the synod.~~

~~b. **Institutions:** The synod maintains current covenant relationships and establishes new covenants with Presbyterian-related institutions such as schools, colleges, universities, and service organizations who wish to be connected to Presbyterians within the synod and who wish to emphasize Presbyterian faith and heritage.~~

2. **COMMUNICATING/EQUIPPING among Presbyterians:** The synod works to develop effective means for interpreting Presbyterian mission, communicating mission opportunities, gathering Presbyterians together in regional educational events, and publicizing activities sponsored by presbyteries, synod-related networks and institutions. The goal is to strengthen connectionalism within the Church, the synod, presbyteries and congregations. Possible means to achieve this mission include:

- a. E-newsletters and an interactive website
- b. Brochures and other promotional material
- c. Social networking media
- d. Regional (or statewide) educational events

### 3. **EMPOWERING:**

~~a. **Networks:** The synod helps to create, encourage, facilitate, and provide financial assistance for networks of people engaged in similar ministries. The networks enable relationships and mission opportunities which are not possible within a single presbytery. These networks provide~~

43 opportunities for peer learning, support, and new mission initiatives. The synod develops  
44 covenant relationships with each network through consultation with a Synod Network Team and  
45 the use of a Synod Network Planning Guide.

46  
47 Network participants are responsible for planning and implementing the activities sponsored by  
48 the networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed  
49 or requested. Some networks sponsor conferences or other events to further their common  
50 ministry. The synod helps to finance the networks to the extent funds are available and in  
51 accordance with the mission and priorities established by the synod.

52  
53 **4. COORDINATING** resources, endowments, grants and scholarships. The synod has been  
54 authorized by a number of endowments as the agent to disburse funds for designated purposes  
55 (as restricted by the donors), and to use funds from undesignated endowments. The **Mission**  
56 Grants and Scholarship Commission works to distribute the interest from endowments and other  
57 designated funds in accordance with recorded donor designations.

58  
59 **4. CARRYING OUT** Book of Order required functions. Guided by the Stated Clerk, the synod  
60 will fulfill all required duties as listed in the Form of Government, G-3.0101 – G-3.0113 and G-  
61 3.0401 – G-3.0406, and the Rules of Discipline. Disciplinary functions are accomplished through  
62 the Permanent Judicial Commission. Other functions are accomplished through the synod’s  
63 continuing support and coordination of groups and events including, for example, the Executive  
64 Presbyter Forum, COM/CPM Event, Staff Convocation, and Presbytery Stated Clerks gathering  
65 and continued education opportunities.

## 66 **2. Synod Assembly**

67 The Synod Assembly will seek to establish policies that benefit the synod as a whole.  
68 The Synod Assembly will be responsible for itself and its membership through regular self-  
69 evaluation, and discipline as well as commissioner orientation and development.

70  
71 ~~The Coordinating Team is made up of the Chair (Ordinarily the Immediate Past Moderator of~~  
72 ~~Synod), Synod Moderator, Moderator-Elect, Personnel Committee Chair, Stewardship~~  
73 ~~Committee Moderator and Vice-Moderator, Connecting Committee Moderator and Vice-~~  
74 ~~Moderator, Moderator of the Committee on Representation, and a member of EP Forum with~~  
75 ~~Synod staff leadership as resource. Synod staff leadership will have voice and no vote.~~

76  
77  
78 The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will  
79 contain time for gathering in community, celebration of the Lord’s Supper, worship, and study.  
80 The first meeting of each year should have a component for orientation of new commissioners.

81  
82 Between synod gatherings, committee, task force and work team meetings will be conducted via  
83 **conference telephone call, video, eall or other electronic means** – unless circumstances require  
84 a face-to-face meeting. The committees, task forces, and work teams ~~will ordinarily~~ may meet  
85 during stated meetings of the Synod Assembly.

87 The Vision Team will draft a set of objectives to the synod’s work. The Coordinating Team shall  
88 report to the first assembly of the year as to the assessment of the previous year’s objectives. To  
89 ensure appropriate focus of resources and accountability the synod will ~~adopt review~~ objectives  
90 annually. ~~The Coordinating Team will draft the first set of objectives covering a three year~~  
91 ~~period. In subsequent years a committee assigned or appointed by the Moderator shall report to~~  
92 ~~the first assembly of the year an evaluation of the synod’s progress on the objectives of the past~~  
93 ~~year, any recommended adjustments to the objectives for the next two years, and proposed~~  
94 ~~objectives for the new third year. In this way the synod will always have a plan of action for~~  
95 ~~three years into the future that is clear, flexible, and realistic.~~

### 96 **3. Commissioners and Representatives**

97 Commissioners serve as leaders and missionaries of the synod. They are to seek and to discern  
98 the will of Christ, interpret the mission and actions of the synod, and serve the needs of the  
99 denomination in the region and member presbyteries.

100 Commissioners, in taking action as the full Synod Assembly, speak with one voice. It is  
101 expected that while not all actions will be unanimous, the decisions of the body will be respected  
102 and supported by all. One voice ensures clarity of purpose and direction.

103  
104 Commissioners are the direct link to constituent presbyteries and will maintain regular  
105 communication with the presbytery for which they serve. Whenever possible, commissioners  
106 will obtain time on their presbytery’s docket in order to provide a report of the work of the  
107 synod. Where a personal report is not possible, a written report will be provided for publication.

108  
109 ~~Much of the work of synod is conducted primarily through email, conference calls, and web~~  
110 ~~conferencing between Synod Assemblies.~~

111  
112 Every commissioner serves on one of ~~two three~~ Standing Committees (~~Stewardship or~~  
113 ~~Connecting Connecting, Equipping, Empowering~~) based upon his/her input of personal  
114 discernment, and in conjunction with the needs of those committees. Additional opportunities for  
115 service are in subcommittees, commissions, and teams or task forces.

116  
117 Commissioners, while offering their gifts, skills, and abilities to the work of Synod, will avoid  
118 conflicts of interest in exercising their fiduciary responsibility.

119  
120 Co-opted and corresponding members, as well as synod staff, offer a unique perspective of the  
121 execution of the synod’s mission. They will have voice and vote in the work of committees and  
122 will have voice but no vote in Synod Assembly. Corresponding members will be encouraged to  
123 take part in the life of the synod through committees and Assembly attendance.

#### 4. Commissions and Committees

Members of a Synod Committee or Commission (with the exception of the Permanent Judicial Commission) may, in addition to elected commissioners, include up to three (3) persons co-opted for particular skills or service.

Synod will strive for inclusive representation in matters of cultural diversity, ordination, and wherever possible, presbytery representation in all working bodies.

~~Each commissioner and corresponding member serves on either the Stewardship or Connecting Committee based upon his/her input of personal discernment, and in conjunction with the needs of those committees. The Stated Clerk and Moderator shall designate committee assignments prior to the spring meeting of the Assembly.~~

Any working body of the synod shall include at least one Synod Commissioner.

All Standing Committee moderators are elected by the Synod Assembly.

~~*Stewardship Committee* is charged with the development and oversight of a stewardship component which seeks to expand funds available for synod mission. Ordinarily, a person with at least one year of service to the synod will be nominated to the position of Committee Vice-Moderator and the year following will become Committee Moderator.~~

~~*Committee on Representation* is charged with the implementation of the Report of the 2011 Task Force for Cross Cultural Implementation and duties related to G-3.0103.~~

- ~~• The Synod shall elect a Committee on Representation consisting of six members, each serving a three-year term. Members need not be Synod Commissioners.~~
- ~~• The committee shall consist of three classes except where initial classes of one- and two-year terms are necessary to establish regular rotation.~~
- ~~• Committee members shall be elected to no more than two consecutive terms.~~
- ~~• The Committee on Representation shall consist of equal numbers of men and women representing a minimum of 4 presbyteries. A majority of the members shall be selected from the racial ethnic groups within the Synod.~~

~~*Connecting Committee* is charged with review and oversight of synod mission programs, networks, and other items as outlined in the by-laws. Ordinarily, a person with at least one year of service to the synod will be nominated to the position of Committee Vice-Moderator and the year following will become Committee Moderator.~~

#### Connecting

*Charged with relationships between synod and the world! (i.e. Congregations; Presbyteries; Covenant Institutions & Agencies; PC(USA) Agencies)*

- Presbyteries/Congregations
- Covenant Relationships
- Communication and maintenance of relationships (i.e. Synod Sunday; Video Bank; Conversations with the Clerk; Presbyterian Disaster Assistance)
- Develop new and creative ways of strengthening relationships between and among the Body of Christ.

### **Equipping**

*Charged with oversight and development of that which equips presbyteries and the synod to live into their call to ministry. (i.e. Synod Communications Services Plan)*

- All aspects of the Communications Services Plan
- EP & Clerks (Forum; COM & leadership training)
- Develop new and creative ways of equipping Presbytery leadership and strengthening communications with and between presbyteries and the world.

### **Empowering**

*Charged with development, nurture, and empowerment of **Synod Networks**. Networks should consist of participants from more than one presbytery, be responsive to emerging needs and locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.*

- Development
- Support
- Maintenance
- Celebration

### **Representation**

*Book of Order duties per G-3.0103*

- Synod shall elect from among members of the synod at-large (not Synod Commissioners), six members, each serving a three-year term;
- Shall consist of three classes except where initial classes of one and two year terms are necessary to establish regular rotation;
- Committee members shall be elected to no more than two consecutive terms;
- Committee shall consist of equal numbers of men and women representing a minimum of four (4) presbyteries;
- A majority of the members shall be selected from the racial ethnic groups within the synod.

194 ~~The synod and/or its standing committees may designate additional committees to operate in~~  
195 ~~addition to and in consultation with standing committees, on an ad hoc or permanent basis.~~

196 ~~These may include:~~

197 ~~— Finance~~

198 ~~— Communication~~

199 ~~— Recruitment~~

200 ~~— Covenant Review Teams~~

201 ~~— Development~~

202

203 ~~**Personnel Committee** is responsible for the review and oversight of synod staff, development~~  
204 ~~and maintenance of personnel policies, and management of hiring processes.~~

205

206 ~~All members of the Personnel Committee, including the Chair, shall be elected by the Assembly~~  
207 ~~and will include:~~

208 ~~• one person from each of the other three Standing Committees,~~

209 ~~• a member of the EP Forum~~

210 ~~• at least two members at large who are ruling or teaching elder members of~~  
211 ~~presbyteries in the Synod (not currently serving as Synod Commissioner).~~

212 ~~• The Synod Moderator serves as Ex Officio with voice and no vote.~~

213 **Personnel**

214 ~~Responsible for the review and oversight of synod staff, development and maintenance of~~  
215 ~~personnel policies, and management of hiring processes.~~

216 ~~• One person from each standing committee (Connecting, Equipping, Empowering)~~

217 ~~• One member of the EP Forum as decided by the Forum~~

218 ~~• One member not currently serving as Synod Commissioner~~

219

220 ~~Terms shall be staggered 2 years, renewable once. Synod Leader serves as resource. One~~  
221 ~~member will be elected to the position of Committee Moderator.~~

222

223

224 **ADDITIONAL COMMITTEES AND COMMISSIONS**

225 **Permanent Judicial Commission**

226 The Permanent Judicial Commission is charged with exercising judicial process in accordance  
227 with the Rules of Discipline. It shall consist of eleven members, elected and constituted in  
228 accordance with the Rules of Discipline. The Stated Clerk shall provide for the regular training  
229 of commission members.

230

231 **Grants & Scholarships Commission**

232 ~~Reviews grants and scholarships from those designated funds belonging to, or within the charge~~  
233 ~~of the Synod in accordance with policy established and maintained within the Synod’s Manual of~~  
234 ~~Operations.~~

235  
236 Charged with application process, review and award of funds designated specifically for the  
237 program, as outlined in manual.

- 238 • 5 members
- 239 • Elected from among members of the synod at-large (not necessarily Commissioners)
- 240 • Elected to rotating, staggered 3-year terms with a maximum of two consecutive terms.

241 ~~The Commission is made up of eight Synod Commissioners, five from Connecting and three~~  
242 ~~from Stewardship. The Commission has the ability to co-opt members when needed.~~

243

244 **Network Development Team**

245 ~~Works directly with groups and organizations submitting a Synod Network Planning Guide and~~  
246 ~~makes recommendations for endorsement as a Synod Network.~~

247 **Coordinating Team**

248 Charged with uplifting the work of Commissions and visioning for the synod; approval of  
249 preliminary budget; assessment of impact; and coordination of Assemblies with authority to  
250 make decisions on behalf of the assembly between meetings.

251 **Comprised of (11): Moderators of Connecting, Equipping, Empowering, Representation, Grants**  
252 **& Scholarships Commissions, and Personnel; Synod CT Chair; Synod Moderator; Synod**  
253 **Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk**

- 254 • Assessment of ministry impact relative to established mission, vision, values and why  
255 statements
- 256 • Synod Budget
- 257 • Oversee administrative function
- 258 • Nominating

259

260 **Vision Team**

261 Charged with vision and planning of the life and work of the synod, as well as an annual  
262 Coordinating Team Retreat. The purpose of the retreat is orientation and articulation of vision  
263 and focus, building team and relationships among the Coordinating Team.

264 **Comprised of (6): CT Chair, Synod Moderator, Synod Moderator-Elect, and one person from**  
265 **the Executive Presbyter/Stated Clerk’s Forum, Assistant Stated Clerk, and Synod Leader &**  
266 **Stated Clerk.**

267

268

269 **Event Planning Teams**

270 “Synod Event” Planning Teams are ordinarily made up of at least one member of the EP Forum,  
271 and/or one Presbytery Stated Clerk, Synod staff, and at least on Synod Commissioner.

272

273 **Investigating and/or Administrative Review Committee(s)**

274 The Stated Clerk, working with the Moderator, has the authority to appoint an Investigating  
275 and/or Administrative Review Committee, as deemed necessary upon notification or request.

276

277 The synod and/or its standing committees may designate additional committees to operate in  
278 addition to and in consultation with standing committees, on an ad hoc or permanent basis.

279 These may include:

280 Finance

281 Communication

282 Recruitment

283 Covenant Review Teams

284 Development

285

286 **5. Officers and Staff**

287 The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries,  
288 wherever possible, alphabetically.

289

290 A Synod Moderator-elect is nominated by the ~~-Connecting Committee~~Coordinating Team, in  
291 consultation with the presbytery in rotation, and elected in the fall prior to the beginning of the  
292 ~~one year~~one-year term.

293

294 Installation of the Moderator ordinarily occurs at the end of the fall meeting prior to the  
295 beginning of that ~~one year~~one-year term.

296

297 **Commission Vice-Moderator Responsibilities**

- 298 • Works with the Commission Moderator and Synod Leader & Stated Clerk to call  
299 meetings, set agendas, and see that the Commission’s mission is carried out in a timely  
300 fashion and with energy, imagination, and love;
- 301 • Serves and participates in the life of the Commission, assisting the Moderator wherever  
302 possible;
- 303 • Communicates, interprets, and celebrates the work of the commission to synod and  
304 beyond;
- 305 • Provides open and inclusive space for ALL to serve: Commissioners and Corresponding  
306 members, as well as encouraging and recruiting Coopted service;



- Stands in the gap: In the event that the Commission Moderator is or becomes unavailable to fulfill any or all of their responsibilities;
- Wherever possible, serves the following year as the Commission Moderator.

### Commission Moderator

- Ordinarily, would have previously served as Commission Vice-Moderator
- Works with the Commission Vice-Moderator and Synod Leader & Stated Clerk to call meetings, set agendas, and see that the Commission's mission is carried out in a timely fashion and with energy, imagination, and love;
- Assures that full and complete minutes, including commission budget, are taken and provided to the synod staff in a timely way;
- Serves and participates on the Synod Coordinating Team by, among other things, sharing about the work of the Standing Commission;
- Communicates, interprets, and celebrates the work of the commission to synod and beyond;
- Provides open and inclusive space for ALL to serve: Commissioners and Corresponding members, as well as encouraging and recruiting Coopted service;
- Assures that the commission provides written policies for its work and presents those, and any changes, to the Synod Assembly for full approval.

### Synod Moderator-Elect

- Moderates the Assembly in the event the Moderator is unavailable;
- Serves on the Coordinating Team;
- Leads synod nominations work;
- Serves, at times, on any appointed groups of the Synod that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions;
- Serves on a Standing Commission as agreed with the Moderator and Chair of CT, so that each commission has an elected officer;
- Represents the Synod at events beyond Assembly meetings as requested and appropriate.

### Synod Moderator

- Ordinarily, will have served previous year as Synod Vice-Moderator;
- Moderates all Assembly meetings;
- Serves on the Coordinating Team;
- Works with Stated Clerk to plan the Synod Assembly docket;
- Leads Synod annual budgeting & oversight;

- Appoints, and at times serve on, any Task Forces, Teams or Commissions that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions;
- Represents the Synod at events beyond the Assembly meetings as requested and appropriate;
- Serves on a Standing Commission as agreed with the Moderator-elect and Chair of CT, so that each committee has an elected officer;
- Reviews and approves the minutes of Assembly meetings, in partnership with the Moderator-elect, as prepared by the Stated Clerk.

**Coordinating Team Chair**

- Ordinarily, will have served previous year as Synod Moderator;
- Develops agenda and moderates Coordinating Team;
- Reports to the Assembly on behalf of the CT;
- Leads synod administrative oversight, i.e. Insurance Review, etc.
- Represents the Synod at events beyond Assembly meetings as requested and appropriate;
- Serves on a Standing Commission as agreed with the Moderator-elect and Moderator, so that each commission has an elected officer;
- Serves on Task Forces, Teams or Commissions that are deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod Commissions.

**Moderator Responsibilities:**

- ~~moderating all Assembly meetings;~~
- ~~serve on the Coordinating Team;~~
- ~~Work with Stated Clerk to plan the Synod Assembly docket~~
- ~~appointing, and at times serving on, any Task Forces, Teams or Commissions that are deemed necessary by the Assembly for dealing with needs beyond that outlined for Synod Committees;~~
- ~~representing the Synod at events beyond Assembly meetings as may be appropriate;~~
- ~~serving on either the Connecting or Stewardship Committee as agreed with the Moderator-elect so that each committee has an elected officer;~~
- ~~With the Moderator-elect, reviewing and approving the minutes of Assembly meetings as prepared by the Stated Clerk.~~
- ~~Serving as Ex-Officio to the Personnel Committee~~

**Moderator-Elect Responsibilities:**

- ~~moderating the Assembly when the Moderator is unavailable;~~
- ~~serving on the Coordinating Team;~~

- ~~• at times serving on any appointed groups of the Synod that are deemed necessary by the Assembly for dealing with needs beyond that outlined for Synod Committees;~~
- ~~• representing the Synod at events beyond Assembly meetings as may be appropriate;~~
- ~~• serving on either the Connecting or Stewardship Committee as agreed with the Moderator so that each committee has an elected officer;~~
- ~~• with the Moderator, reviewing and approving the minutes of Assembly meetings as prepared by the Stated Clerk~~

#### Coordinating Team Chair:

- ~~• moderating the Synod Coordinating Team~~
- ~~• report to the Assembly on behalf of the Coordinating Team~~

Synod shall have a current Personnel Manual, with staff position descriptions, included in the Synod's Manual of Operations and updated as necessary.

## 6. Trustees

Description and election of the Synod Trustees is outlined in section 6 of the Bylaws.

## 7. Bylaws

The Synod Bylaws and Standing Rules will be reviewed regularly and amended as needed.

The Synod Moderator will appoint a task force at least every five years to review and update the Mission Statement, Bylaws, and Standing Rules.

## 8. Finance

### Budget Guidelines

- a. Mission Contributions from Presbyteries are normally retained in ~~an interest bearing account during the year received and withdrawn at a rate of 25% of the year's total per quarter during the following year~~ a board designated fund to be applied to the budget for the following year. (i.e. funds received in 2013 are used to meet budgetary needs in 2014)
- b. The ~~Stewardship Committee~~Coordinating Team will normally present a budget based on projected income to the full assembly at the fall meeting. At the winter/spring meeting any necessary adjustments will be made and approved by the assembly.

417 c. Unless otherwise specified all gifts received (undesignated, designated as general  
418 mission or administration), other than Presbytery mission support, will be applied  
419 to -income during the year in which they were received.

420  
421 The synod will conduct an annual, professional, external financial audit.

422  
423 Synod grants shall be disbursed only to organizations that conduct annual financial reviews or  
424 formal audits. The synod may require copies of these financial reviews or audits. All  
425 scholarships are ordinarily paid directly to the event or institution.

426  
427 The synod receives interest from endowments some of which are unrestricted in their use and  
428 some restricted for specific grants and scholarships. Other synod income includes presbytery  
429 mission contributions, church, and individual contributions. The synod will provide complete  
430 and accurate reporting to include budget and financial statements for the synod, as well as those  
431 ministries for which the synod provides financial oversight, reflecting all restricted and  
432 unrestricted funds, at each assembly meeting, to the Coordinating Team at least quarterly and  
433 may at the discretion of the Coordinating Team, provide such information to others upon request.  
434

## 435 **9. Overtures to General Assembly**

436 From the Standing Rules of the General Assembly:

437 *Overtures are items of business that have been approved by a presbytery (with*  
438 *concurrence of another presbytery) or a synod and shall request the General Assembly to*  
439 *take a particular action, or approve or endorse a particular statement or resolution. (See*  
440 *Book of Order, G-3.0302d.)*

441 and

442 The stated clerk of a presbytery or synod considering an overture to the General  
443 Assembly shall:

444 (1) Examine the most recently published Minutes of the General Assembly to determine  
445 if a similar overture has already been passed.

446 (2) Consult with the Office of the General Assembly to determine whether the desired  
447 action has been voted by any previous General Assembly.

448 (3) Consult with the Office of the General Assembly to determine whether a similar  
449 overture has already been proposed in order that the presbytery or synod may concur  
450 with the existing overture.

451 (4) Draft the overture in the following form:

452 “The Presbytery of \_\_\_\_\_ overtures the [# of the assembly] General  
453 Assembly [(year)] of the PC(USA) to [state the specific action the General Assembly is  
454 asked to take].”

455 To this shall be appended a rationale, stating the reasons for submitting the overture.

### 456

### 457 **Synod Overtures to General Assembly**

458 Overtures to the General Assembly from the Synod of the Sun shall be submitted to the  
459 Synod’s Stated Clerk by a current Synod Commissioner, or by majority vote of one of the  
460 three Synod Standing Committees: Connecting, Equipping, and Empowering.

461 The Synod’s Stated Clerk shall be responsible for items 1-4 above, and upon determining  
462 that the Overture and rationale are in order, will add the overture to the agenda of the next  
463 Synod Assembly. In working with those considering, preparing, or submitting Overtures, the  
464 Stated Clerk should make them aware of the General Assembly deadlines for consideration.  
465 If an Overture cannot be submitted to the next Synod Assembly ahead of the General  
466 Assembly deadlines, that Overture shall not be considered by the Synod.

### 467 **Requests for Concurrence**

468 The Synod shall consider written requests to concur with the Overtures of other Presbyteries  
469 as part of the overture submission process to General Assembly. The Synod’s Stated Clerk,  
470 upon receiving requests for concurring votes from any Presbytery, should determine the  
471 overture to be in good standing, and refer the request to the next meeting one of the  
472 Connecting, Equipping, or Empowering Committee (whichever meets first). The assigned  
473 committee shall determine by majority vote, whether the Synod should consider concurrence  
474 at the next Synod Assembly—considering the known interests and appropriateness of the  
475 overture in the context of Synod’s ministry and mission. If the Synod Assembly will not  
476 meet the General Assembly deadlines for submission, the concurrence shall not be  
477 considered.

### 478 **Consideration of Overtures and Concurrence**

479 The Synod’s Stated Clerk or the Committee referring the Overture or the request for  
480 concurrence, shall submit the motion to the Synod Assembly without any recommendation,  
481 but simply, “Shall the Synod overture the General Assembly” or “Shall the Synod concur  
482 with the overture to the General Assembly,” seeking the Synod Assembly to answer in the  
483 affirmative or the negative.

486 These Standing Rules may be amended as needed at any Stated Synod meeting by simple  
487 majority vote.

488

489 Approved by Synod Assembly, Nov. 2, 2013

490 Revised by Synod Assembly, Nov. 1, 2014

491 Revised by Synod Assembly, Nov. 6, 2015

492 To be revised by Synod Assembly, March 2019

493

494

495

---

# SYNOD OF THE SUN

## BYLAWS

*Approved on May 21, 2013, during the Synod's Stated Meeting in Irving, Texas.*

*Revised (Sec. 3) Nov. 2013*

*Revised (Sec.4) Feb. 2014*

*Revised November 6, 2015*

*Presented for revision March 2019*

### **1. Mission Statement**

- 1.1 The Synod of the Sun a council of the Presbyterian Church (U.S.A.) serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds.
- 1.2 The Synod will focus on ministries which are beyond the capability of a single presbytery and best accomplished by a regional body.
- 1.3 The Synod of the Sun serves the following Presbyteries located in the four states of Arkansas, Louisiana, Oklahoma, and Texas: Arkansas, Cimarron, Eastern Oklahoma, Grace, Indian Nations, Mission, New Covenant, Palo Duro, Pines, South Louisiana, and Tres Rios.
- 1.4 All Synod entities are encouraged to find creative ways to further the mission of Jesus Christ within the bounds of the Synod.

### **2. Synod Assembly**

- 2.1 The Synod Assembly shall gather in stated meetings twice a year.
- 2.2 The Synod shall provide for a Coordinating Team to carry out the necessary business of the Assembly between plenary meetings.
- 2.3 The Moderator shall call a special assembly at the request of or with the concurrence of four currently elected teaching elder commissioners and four currently elected ruling elder commissioners representing at least four presbyteries. Notice of a special assembly shall be sent no fewer than thirty days prior to the date of the special assembly and shall set out the purpose of the meeting. No other business than that listed in the notice shall be transacted.

### **3. Commissioners and Representatives**

- 3.1 The Synod Assembly shall consist of twenty eight (28) Commissioners. One half shall be ruling elders and one half shall be teaching elders.
  - 3.1.1 Twenty-two commissioners shall be elected by the eleven presbyteries of the Synod. Each presbytery shall elect one teaching elder commissioner and one ruling elder commissioner, in alternating years, for a three-year term.
  - 3.1.2 Six commissioners (three ruling elders and three teaching elders from six different presbyteries) shall be elected as at-large commissioners to represent racial-ethnic constituencies. The Coordinating Team, serving as the nominating committee, shall make recommendations for at-large commissioners at the Fall Stated meeting. At-large commissioners are elected by the Assembly.
  - 3.1.3 A quorum is defined as 50% of the elected Commissioners authorized by these bylaws.
- 3.2 Commissioners shall serve for three-year terms and may serve no more than two consecutive terms. Terms for commissioners shall begin in January and conclude in December. If a commissioner is elected to fulfill an unexpired term, the term shall begin upon the commissioner's election.
- 3.3 The Assembly may seat Corresponding Members with voice, but not vote, at its discretion.
- 3.4 Executive/General Presbyters; Presbytery Stated Clerks within the bounds of the Synod (unless duly elected as a commissioner); and Synod Presbyterian Women's Moderator shall be seated as corresponding members of the Synod with voice and no vote in the Assembly and committees.
- 3.5 The Synod may co-opt non-voting members for committees or commissions if its mission strategy will be furthered or enabled by it. Co-opted members may be enrolled at stated and special assembly meetings as corresponding members with voice and no vote.
  - 3.5.1 There shall be no more than three (3) co-opted member on any Standing Committee.
  - 3.5.2 Co-opt members will have voice and vote in committee.



## **4. Commissions and Committees**

- 4.1 The Assembly carries out its work through six (6) standing committees (Connecting, Equipping, Empowering, Personnel and Representation) and two commissions (Permanent Judicial and Grants & Scholarships). Other commissions and committees may be appointed by the Assembly as required. Membership of all commissions and committees shall be in compliance with the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.). The Assembly may assign additional responsibilities to the standing committees.
- 4.1.1 The Moderator and (where there is one) Vice-Moderator of each standing committee is elected by the Assembly.
- 4.1.2 Commission Powers: The Assembly may at its discretion grant the powers of a commission to standing committees to ensure the efficient functioning of the Synod between assembly meetings.
- 4.2 The Connecting Committee shall be responsible for Relationships between synod and the world. (i.e. Congregations; Presbyteries; Covenant Institutions & Agencies; PC(USA) Agencies)
- 4.3 The Equipping Committee shall be responsible for oversight and development of that which equips presbyteries and the synod to live into their call to ministry.
- 4.4 The Empowering Committee shall be charged with development, nurture and empowerment of Synod Networks. Networks should consist of participants from more than one presbytery, be responsive to emerging needs and locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.
- 4.5 The Personnel Committee shall be responsible for the review and oversight of synod staff, development and maintenance of personnel policies, and management of hiring processes.
- 4.6 The Committee on Representation shall be maintained in accordance with the requirements of the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.).
- 4.7 The Permanent Judicial Commission shall function in accordance with the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.).
- 4.8 The Grants & Scholarships Commission is charged with the application process, review and award of funds designated specifically for the program, as approved by the Synod Assembly and outlined in a manual.

## **5. Officers and Staff**

- 5.1 The officers of the Synod shall be the Moderator, Moderator-elect and the Stated Clerk.
- 5.2 The Synod shall elect one of its commissioners for a three year term to be served as follows:
- first year as Moderator-Elect,
  - second year as Moderator
  - third year as Chair of the Coordinating Team.
- 5.2.1 In the event of a vacancy in any of the three positions, the Coordinating Team shall appoint someone to the position as Pro Tem, until such time as a nomination and election can take place.
- 5.3 The Stated Clerk shall be elected by the Synod.
- 5.4 The Synod shall employ leadership staff who shall be a resource to all the entities of the Synod in their respective areas of responsibility.
- 5.5 The Synod may elect or employ other staff as is determined to be needed to support the mission and ministry of the Synod.

## **6. Electronic Meetings**

- 6.1 The Synod Assembly and any of its committees may use a remote electronic communications system, including videoconferencing technology or the Internet, to meet if: (1) each person entitled to participate in the meeting consents to the meeting being held by means of that system; and (2) the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. (3) If voting is to take place at the meeting, the entity must: (a) implement reasonable measures to verify that every person voting at the meeting by means of remote communications is sufficiently identified; and (b) keep a record of any vote or other action taken.

## **7. Trustees**

- 7.1 The Synod Assembly shall elect four commissioners to serve as Trustees, one each from Arkansas, Louisiana, Oklahoma, and Texas, for a two-year term, to serve no more than three consecutive two-year terms.

7.2 The Trustees shall be responsible for carrying out instructions from the Synod regarding transactions involving the properties of the Synod, title to which is vested in the Synod of the Sun, Presbyterian Church (USA), a Texas Corporation.

### **8. Bylaws**

8.1 Bylaws shall be amended and approved by a two-thirds majority vote of the commissioners present during a duly called synod assembly.

8.2 Proposals for amendments shall be made available to commissioners thirty days prior to the synod assembly during which a vote will be called for on such amendment.

8.3 Bylaws may be suspended by two-thirds of the commissioners present and voting during a duly called synod assembly.

8.4 Sections 8.1, 8.2 and 8.4 may not be suspended.

### **9. Authority**

9.1 The Constitution of the Presbyterian Church (U.S.A.) shall supersede any part of these bylaws deemed to be in conflict with the Constitution. If upon action of the General Assembly the Synod of the Sun is no longer a council of the Presbyterian Church (U.S.A.), this provision shall be null and void.

# SYNOD OF THE SUN

## BYLAWS

*Approved on May 21, 2013, during the Synod's Stated Meeting in Irving, Texas.*

*Revised (Sec. 3) Nov. 2013*

*Revised (Sec.4) Feb. 2014*

*Revised November 6, 2015*

*Presented for revision March 2019*

### **1. Mission Statement**

- 1.1 The Synod of the Sun a council of the Presbyterian Church (U.S.A.) serves Christ by connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond the Synod's bounds. ~~is a council of the Presbyterian Church (U.S.A.) that connects Presbyterians engaged in similar ministries, communicates Presbyterian mission opportunities, and coordinates resources in order to advance Christ's mission in Arkansas, Louisiana, Oklahoma and Texas.~~
- 1.2 The Synod will focus on ministries which are beyond the capability of a single presbytery and best accomplished by a regional body.
- 1.3 The Synod of the Sun serves the following Presbyteries located in the four states of Arkansas, Louisiana, Oklahoma, and Texas: Arkansas, Cimarron, Eastern Oklahoma, Grace, Indian Nations, Mission, New Covenant, Palo Duro, Pines, South Louisiana, and Tres Rios.
- 1.4 All Synod entities are encouraged to find creative ways to further the mission of Jesus Christ within the bounds of the Synod.

### **2. Synod Assembly**

- 2.1 The Synod Assembly shall gather in stated meetings twice a year.
- 2.2 The Synod shall provide for a Coordinating Team to carry out the necessary business of the Assembly between plenary meetings.
- 2.3 The Moderator shall call a special assembly at the request of or with the concurrence of four currently elected teaching elder commissioners and four currently elected ruling elder commissioners representing at least four presbyteries.

Notice of a special assembly shall be sent no fewer than thirty days prior to the date of the special assembly and shall set out the purpose of the meeting. No other business than that listed in the notice shall be transacted.

### **3. Commissioners and Representatives**

- 3.1 The Synod Assembly shall consist of twenty ~~six-eight~~ (2628) Commissioners. One half shall be ruling elders and one half shall be teaching elders.
- 3.1.1 Twenty-two commissioners shall be elected by the eleven presbyteries of the Synod. Each presbytery shall elect one teaching elder commissioner and one ruling elder commissioner, in alternating years, for a three-year term.
- 3.1.2 ~~Four-Six~~ commissioners (~~two-three~~ ruling elders and ~~two-three~~ teaching elders from ~~four-six~~ different presbyteries) shall be elected as at-large commissioners to represent racial-ethnic constituencies. The ~~Connecting Committee~~ Coordinating Team, serving as the nominating committee, shall make recommendations for at-large commissioners at the Fall Stated meeting. At-large commissioners are elected by the Assembly.
- 3.1.3 A quorum is defined as 50% of the elected Commissioners authorized by these bylaws.
- 3.2 Commissioners shall serve for three-year terms and may serve no more than two consecutive terms. Terms for commissioners shall begin in January and conclude in December. If a commissioner is elected to fulfill an unexpired term, the term shall begin upon the commissioner's election.
- 3.3 The Assembly may seat Corresponding Members with voice, but not vote, at its discretion.
- 3.4 Executive/General ~~Presbyters~~ Presbyters; Presbytery Stated Clerks within the bounds of the Synod (unless duly elected as a commissioner); and Synod Presbyterian Women's Moderator shall be seated as corresponding members of the Synod with voice and no vote in the Assembly and committees.
- 3.5 The Synod may co-opt non-voting members for committees or commissions if its mission strategy ~~requires will be furthered or enabled by~~ it. Co-opted members ~~shall~~ may be enrolled at stated and special assembly meetings as corresponding members with voice and no vote.
- 3.5.1 There shall be no more than three (3) co-opted member on any Standing Committee.
- 3.5.2 Co-opt members will have voice and vote in committee.

## 4. Commissions and Committees

4.1 The Assembly carries out its work through ~~four~~ six (6) standing committees (Connecting, ~~Stewardship~~Equipping, Empowering, Personnel, and Representation ~~Personnel and Representation~~) and ~~one~~ two commissions (Permanent Judicial and Grants & Scholarships). Other commissions and committees may be appointed by the Assembly as required. Membership of all commissions and committees shall be in compliance with the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.). The Assembly may assign additional responsibilities to the standing committees.

4.1.1 The Moderator~~(s)~~ and (where there is one) Vice-Moderator~~(s)~~ of each standing committee is elected by the Assembly.

4.1.2 Commission Powers: The Assembly may at its discretion grant the powers of a commission to standing committees to ensure the efficient functioning of the Synod between assembly meetings.

4.2 The Connecting Committee shall be responsible for: ~~maintaining and renewing covenant partnerships; oversight of mission networks and recommending the formation of mission networks to carry out the ministry of the Synod; interpretation of the mission and ministry of the Synod; coordination of synod-wide events (i.e. Synod Youth Workshop, etc.); serving as the Nominating Committee for the Synod; administering grant and scholarship programs.~~ Relationships between synod and the world. (i.e. Congregations; Presbyteries; Covenant Institutions & Agencies; PC(USA) Agencies)

4.3 ~~The Stewardship Committee shall be responsible for: proposing a budget for the Synod; oversight of the budget of the Synod; oversight of Synod property including office space, records storage, computers and office equipment; relations with other councils of the church; coordination with the Synod of the Sun Foundation and the Texas Presbyterian Foundation; implementing and maintaining effective communication to further the Synod's mission and programs.~~ The Equipping Committee shall be responsible for oversight and development of that which equips presbyteries and the synod to live into their call to ministry.

4.4 ~~The Committee on Representation shall be maintained in accordance with the requirements of the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.).~~ The Empowering Committee shall be charged with development, nurture and empowerment of Synod Networks. Networks should consist of participants from more than one presbytery, be responsive to emerging needs and locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.

~~4.5~~ 4.5 The Personnel Committee shall be responsible for the review and oversight of synod staff, development and maintenance of personnel policies, and management of hiring processes.

~~4.6~~ 6 ~~Commission Powers: The Assembly may at its discretion grant the powers of a commission to standing committees to ensure the efficient functioning of the Synod between assembly meetings. The Committee on Representation shall be maintained in accordance with the requirements of the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.).~~

~~4.7~~ 7 The Permanent Judicial Commission shall function in accordance with the most recent edition of the Book of Order of the Presbyterian Church (U.S.A.).

~~4.8~~ 8 ~~The Grants & Scholarships Commission is charged with the application process, review and award of funds designated specifically for the program, as approved by the Synod Assembly and outlined in a manual.~~

## **5. Officers and Staff**

5.1 The officers of the Synod shall be the Moderator, Moderator-elect and the Stated Clerk.

5.2 The Synod shall elect one of its commissioners for a -three year term to be served as follows:-

- first year as Moderator-Elect,
- second\_year as Moderator
- third year as Chair of the Coordinating Team.

5.2.1 In the event of a vacancy in any of the three positions, the Coordinating Team shall appoint someone to the position as Pro Tem, until such time as a nomination and election can take place.

5.3 The Stated Clerk shall be elected by the Synod.

5.4 The Synod shall employ -leadership staff who shall be a resource to all the entities of the Synod in their respective areas of responsibility.

5.5 The Synod may elect or employ other staff as is determined to be needed to support the mission and ministry of the Synod.

## **6. Electronic Meetings**

6.1 The Synod Assembly and any of its committees may use a remote electronic communications system, including videoconferencing technology or the Internet, to

meet if: (1) each person entitled to participate in the meeting consents to the meeting being held by means of that system; and (2) the system provides access to the meeting in a manner or using a method by which each person participating in the meeting can communicate concurrently with each other participant. (3) If voting is to take place at the meeting, the entity must: (a) implement reasonable measures to verify that every person voting at the meeting by means of remote communications is sufficiently identified; and (b) keep a record of any vote or other action taken.

## **7. Trustees**

- 7.1 The Synod Assembly shall elect four commissioners to serve as Trustees, one each from Arkansas, Louisiana, Oklahoma, and Texas, for a two-year term, to serve no more than three consecutive two-year terms.
- 7.2 The Trustees shall be responsible for carrying out instructions from the Synod regarding transactions involving the properties of the Synod, title to which is vested in the Synod of the Sun, Presbyterian Church (USA), a Texas Corporation.

## **8. Bylaws**

- 8.1 Bylaws shall be amended and approved by a two-thirds majority vote of the commissioners present during a duly called synod assembly.
- 8.2 Proposals for amendments shall be made available to commissioners thirty days prior to the synod assembly during which a vote will be called for on such amendment.
- 8.3 Bylaws may be suspended by two-thirds of the commissioners present and voting during a duly called synod assembly.
- 8.4 Sections 8.1, 8.2 and 8.4 may not be suspended.

## **9. Authority**

- 9.1 The Constitution of the Presbyterian Church (U.S.A.) shall supersede any part of these bylaws deemed to be in conflict with the Constitution. If upon action of the General Assembly the Synod of the Sun is no longer a council of the Presbyterian Church (U.S.A.), this provision shall be null and void.



2019 Budget Worksheet

Account Name		2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>Income</b>					
<b>Budgeted Revenue</b>					
40001	PY Rollover/Retained earnings	67,993.90	0.00	0.00	
41000	Presbyteries	131,807.44	131,807.44	152,614.93	
42100	Contributions	4,000.00	3,314.77	4,000.00	
42110	SOSPF Endowment	223,315.00	223,315.00	251,200.00	
42200	Investment income				
42210	PILP Interest earned	2,000.00	3,205.09	2,985.58	
42230	TPF Interest earned	18,000.00	18,848.47	18,000.00	
	<b>Total 42200 - Investment income</b>	<b>20,000.00</b>	<b>22,053.56</b>	<b>20,985.58</b>	
43000	Services Income				
43100	Communication Services Program		8,410.56	30,000.00	
	<b>Total 43000 - Services Income</b>	<b>-</b>	<b>8,410.56</b>	<b>30,000.00</b>	
	<b>Total Budgeted Revenue</b>	<b>447,116.34</b>	<b>388,901.33</b>	<b>458,800.51</b>	
<b>Board designated income</b>					
46230	Pbty giving for use next year	152,614.93			
	<b>Total Board designated income</b>	<b>152,614.93</b>			

## 2019 Budget Worksheet

Account Name		2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>Expense</b>					
<b>Budgeted Expense</b>					
61000	<b>Connecting</b>				
61080	Presbyterian Women	3,000.00	0.00	500.00	
61100	Convenant relationships travel	5,000.00	2,185.28	4,000.00	
61110	Lyon College	100.00	100.00	100.00	
61120	Austin College	100.00	100.00	100.00	
61130	University of Ozarks	100.00	100.00	100.00	
61140	Schreiner University	100.00	100.00	100.00	
61150	Trinity University	100.00	100.00	100.00	
61160	Tulsa University	100.00	100.00	100.00	
61170	Pan American School	100.00	100.00	100.00	
61180	Austin Seminary	100.00	100.00	100.00	
61190	Pby. Children's Homes & Service	100.00	100.00	100.00	
61200	Evergreen Pby. Ministries	100.00	100.00	100.00	
61210	Vera Lloyd Home & Family	100.00	100.00	100.00	
61220	Goodland academy	100.00	100.00	100.00	
61230	Mo Ranch	100.00	100.00	100.00	
61240	Pres History Society of SW	100.00	100.00	100.00	
61250	TPF	100.00	100.00	100.00	
61260	Multi-Cultural Youth Conf.	3,500.00	3,500.00	3,500.00	
61300	National Conf Sponsorships	0.00	0.00	0.00	
	Connecting Initiatives			5,500.00	
61310	Critical Needs Fund	2,000.00	0.00	1,000.00	
61330	National Event Hospitality	7,000.00	5,465.48	5,000.00	
	<b>Total Connecting Expenditures</b>	<b>22,000.00</b>	<b>12,650.76</b>	<b>21,000.00</b>	

2019 Budget Worksheet

Account Name		2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>Equipping</b>					
61030	COM Event	0.00	0.00	0.00	
61070	EP Forum	4,000.00	4,690.03	5,000.00	
61280	Clerk Forum	3,000.00	0.00	4,000.00	
61290	Mission Convocation/Leadership event	5,894.96	4,967.73	7,000.00	
62000	Communication	0.00	0.00		
62010	Computer (Maint Svc Provider)	0.00	0.00	0.00	
62020	Webmaster	4,000.00	758.49	2,000.00	
62030	Communications Initiatives	5,000.00	3,491.80	5,000.00	
62040	Computer (Hardware & Software)	5,000.00	5,152.39	3,000.00	
62050	Communications (Mtg, web exp)	1,500.00	1,115.42	1,500.00	
<b>Total Equipping Expenditures</b>		<b>28,394.96</b>	<b>20,175.86</b>	<b>27,500.00</b>	

## 2019 Budget Worksheet

Account Name		2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>Empowering Expenditures</b>				Value	
61050	Network Nurture	30,000.00	25,103.17	27,000.00	
	Commissioned Pastors Network				
	COR Network				
	Empowering Women Network				
	Oklahoma Presbytery Network (OPN)				
	Hispanic Mission Ministries Network (HMMN)				
	Faithful Action on Climate Change Network				
	IMAGINE event				
	**Gulf Coast Disaster Preparedness Network				
	**Network for Justice				
61020	Solar Under the Sun				
	SUS Insurance			150.00	
	SUS Bookkeeping		10,588.75	9,000.00	
	SUS Audit			2,000.00	
	BOP Commitment	7,500.00	6,192.26	0.00	
61270	Synod Youth Workshop	3,500.00	3,500.00	3,500.00	
	SYW Insuranc				
	SYW Bookkeeping				
	Child Protection Training				
	<b>Total Empowering Expenditures</b>	<b>41,000.00</b>	<b>45,384.18</b>	<b>41,650.00</b>	

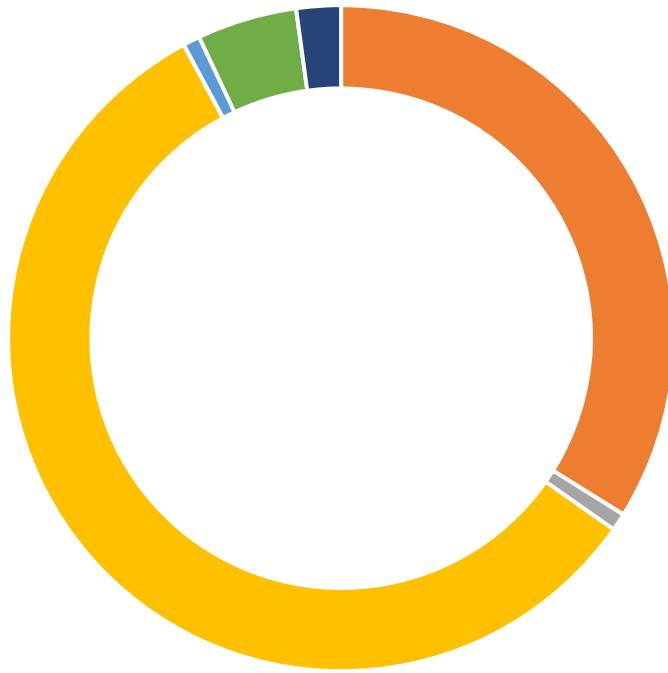
## 2019 Budget Worksheet

Account Name	2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>Representation</b>				
64090 Committee on Representation	2,000.00	0.00		
<b>Total Representation Expenditures</b>	<b>2,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	
<b>Coordinating Team</b>				
61340 Moderator Expenses	2,000.00	2,708.00	3,500.00	
64000 Meeting and Book of Order Expenses	0.00			
64010 Stated Meeting, Fall	10,000.00	9,392.29	15,000.00	
64020 Stated Meeting, Spring	10,000.00	9,072.39	12,000.00	
64030 Mid-Year Committee Gathering	0.00	0.00		
64050 Administrative Commission	3,000.00	2,999.96	3,000.00	
64100 Other Committee Expenses	7,000.00	7,185.04	10,000.00	
66000 Office Expenses				
66010 Office rent	0.00	0.00	0.00	
66020 Telephone	3,500.00	3,100.74	4,000.00	
66030 Postage	500.00	433.69	700.00	
66040 Copiers	200.00	0.00	100.00	
66050 Supplies	3,000.00	2,318.70	3,000.00	
66060 File Retention/Storage	2,500.00	2,090.28	2,500.00	
66070 Bookkeeping services	30,000.00	17,064.25	21,000.00	
66071 Audit Fees	11,000.00	11,000.00	9,000.00	
66090 Insurance	3,000.00	3,406.75	3,000.00	
66100 Bank charges	1,000.00	164.16	1,000.00	
66105 Aplos fees	0.00	572.90	600.00	
66110 Miscellaneous Charges	1,000.00	755.92	1,000.00	
66120 Contingency expense	1,000.00	458.17	1,000.00	
<b>Total Coordinating Team</b>	<b>88,700.00</b>	<b>72,723.24</b>	<b>90,400.00</b>	

## 2019 Budget Worksheet

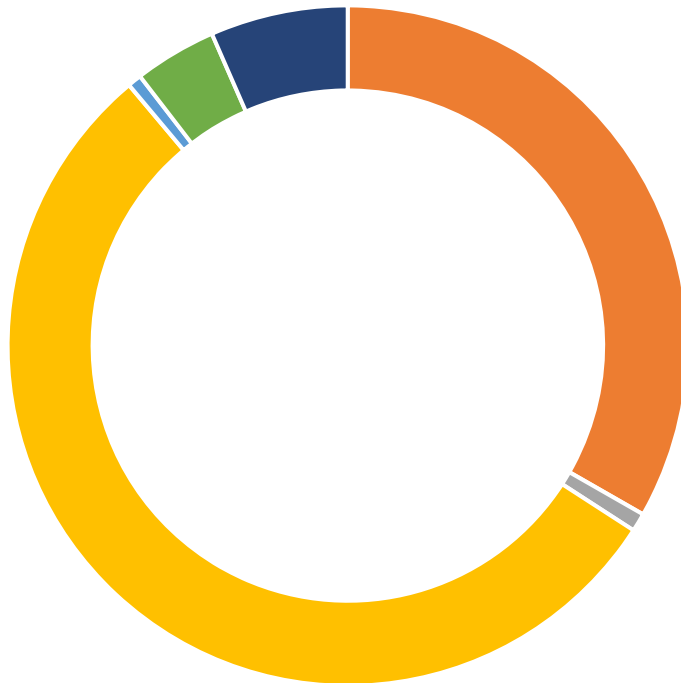
Account Name	2018 Budget	2018 Actual*	2019 Budget	NOTES/QUESTIONS
<b>65000 Personnel</b>				
65010 Synod Leader/SC Salary & House	90,000.00	90,000.12	92,700.00	
65020 Synod Leader/SC BOP	27,500.00	27,097.25	28,230.72	
65030 Synod Leader/SC FICA share	6,885.00	6,723.97	7,091.55	
65040 Synod Leader/SC Prof Expenses	1,500.00	1,201.03	1,500.00	
65050 Synod Leader/SC Prof Development	1,500.00	1,500.00	1,500.00	
65110 Comm. & Admin Coordinator Salary	41,250.00	41,250.00	48,000.00	
65120 Comm. & Admin Coordinator BOP	15,230.75	10,607.33	14,556.24	
65130 Comm. & Admin Coordinator FICA Share	3,155.63	2,795.79	3,672.00	
65140 Comm. & Admin Coordinator Prof Dev	1,500.00	1,500.00	1,500.00	
65220 Temp Staff & Other Staff expense	10,000.00	3,392.85	10,000.00	
65410 Personnel Committee	2,000.00	1,255.21	2,000.00	
65510 Synod Leader/SC Travel	28,000.00	23,591.43	28,000.00	
65520 Comm. & Admin Coordinator Travel	3,500.00	4,338.79	5,000.00	
<b>Total Personnel Expense</b>	<b>232,021.38</b>	<b>215,253.77</b>	<b>243,750.51</b>	
<b>Grants &amp; Scholarships</b>				
61040 Mission Grants	30,000.00	7,184.00	30,000.00	
<b>Total Grants &amp; Scholarships</b>	<b>30,000.00</b>	<b>7,184.00</b>	<b>30,000.00</b>	
<b>Permanent Judicial Commission</b>				
64040 Perm Jud Commission	3,000.00	13.40	3,500.00	
<b>Total Permanent Judicial Commission</b>	<b>3,000.00</b>	<b>13.40</b>	<b>3,500.00</b>	
<b>Total Budgeted Expense</b>	<b>447,116.34</b>	<b>373,385.21</b>	<b>458,800.51</b>	
<b>Total Expense</b>				
<b>Net Income (Loss)</b>	<b>0.00</b>	<b>15,516.12</b>	<b>0.00</b>	

2018 INCOME YE Vine



- PY Rollover/Retained earnings
- Contributions
- PILP Interest earned
- Communication Services Program
- Presbyteries
- SOSPF Endowment
- TPF Interest earned

2019 Budget INCOME



- PY Rollover/Retained earnings
- Contributions
- PILP Interest earned
- Communication Services Program
- Presbyteries
- SOSPF Endowment
- TPF Interest earned

SOSPF		Account Name	Annual Distribution	Quarterly Distribution	Donor Restrictions
TPF	Acct. #				
4s	51852	Ethel Evans Trust	\$ 8,138.20	2,034.55	Aged Facility Maintenance & Operations
4t	51846	Old Age Assistance Fund	\$ 11,624.44	2,906.11	Ministry of Aging
			\$ 19,762.64	4,940.66	
				0.00	
4t	51848	Hugh M. and Ruth Craig Ethyl and Lloyd Hartsfield Memorial	\$ 5,527.95	1,381.99	Campus Christian Life
5t	51866	Campus Christian Life	\$ 3,544.66	886.17	Campus Christian Life
5t	51870	Earl H. Chriesman	\$ 666.76	166.69	Campus Christian Life
5t	51873	Ethel M. Croft	\$ 739.19	184.80	Campus Christian Life
5t	51874	Elizabeth Chriesman, I	\$ 1,128.57	282.14	Campus Christian Life
5t	51875	Elizabeth Chriesman, II	\$ 4,534.17	1,133.54	Campus Ministry
			\$ 16,141.30	4,035.33	
4s	51854	Ewald Elmo Schroeder Memorial Fund	\$ 1,674.82	418.70	Children & Youth Programs
		Desig. Churches and Homes-Remmer, Detweiler, Harris	\$ 561.95	140.49	Christian Education
5s	51879	Mary Jo Richards	\$ 440.43	110.11	Education programs of local church
4s	51851	Good Samaritan Fund	\$ 143.62	35.91	Emergency Aid
5t	51864	Christian Rehabilitation Fund	\$ 235.16	58.79	Emergency Aid
			\$ 378.78	94.70	
4t	51845	CC Cook	\$ 1,533.51	383.38	Minister Needs
5t	51865	Ministers' Welfare Fund	\$ 1,050.02	262.50	Ministers Loan Fund
4t	51849	Julia Edith Rogers	\$ 6,444.73	1,611.18	Mission Work
			\$ 9,028.26	2,257.06	
5s	51892	Volunteer in Mission (IMS)	\$ 4,403.24	1,100.81	Volunteers in Mission
4t	51842	Rev. Henry S. Little Memorial Fund	\$ 329.96	82.49	New Church Development
4t	51844	Church Extension Loan-William D. Newberry	\$ 168.06	42.02	New Church Development
4s	51853	New Church Development	\$ 133.51	33.38	New Church Development
4t	51843	Presbyterian Men Church Extension Loan-	\$ 49.81	12.45	Church Extension
5t	51867	Simon E. and Elizabeth Wolff	\$ 5,957.70	1,489.42	Church Extension
4t	51847	The Lucille Russell Trust	\$ 169.54	42.39	Church Extension & Missions
			\$ 6,808.58	1,702.15	
			\$ 59,200.00	14,800.00	



TPF	SOSPF REDISTRIBUTION		Annual Distribution	Quarterly Distribution	Donor Restrictions
Acct. #	Account Name				
	Restricted Assets: Synod Specified Accounts				
51852	Ethel Evans Trust	Old Age Assistance	\$ 8,138.20	\$ 2,034.55	Aged Facility Maintenance & Operations
51846	Old Age Assistance Fund	Old Age Assistance	\$ 11,624.44	\$ 2,906.11	Ministry of Aging
			\$ 19,762.64	\$ 4,940.66	
			\$ -	\$ -	
51848	Hugh M. and Ruth Craig	Campus Christian Life	\$ 5,527.95	\$ 1,381.99	Campus Christian Life
51866	Ethyl and Lloyd Hartsfield Memorial	Campus Christian Life	\$ 3,544.66	\$ 886.17	Campus Christian Life
51870	Earl H. Chriesman	Campus Christian Life	\$ 666.76	\$ 166.69	Campus Christian Life
51873	Ethel M. Croft	Campus Christian Life	\$ 739.19	\$ 184.80	Campus Christian Life
51874	Elizabeth Chriesman, I	Campus Christian Life	\$ 1,128.57	\$ 282.14	Campus Christian Life
51875	Elizabeth Chriesman, II	Campus Christian Life	\$ 4,534.17	\$ 1,133.54	Campus Ministry
			\$ 16,141.30	\$ 4,035.33	
51854	Ewald Elmo Schroeder Memorial Fund	Youth Programs	\$ 1,674.82	\$ 418.70	Children & Youth Programs
51862	Desig. Churches and Homes- Remmer, Detweiler, Harris	Seminary Student Scholarship	\$ 561.95	\$ 140.49	Christian Education
51879	Mary Jo Richards	Educational Programs	\$ 440.43	\$ 110.11	Education programs of local church
51892	Volunteer in Mission (IMS)	Volunteers in Mission	\$ 4,403.24	\$ 1,100.81	Volunteers in Mission
51851	Good Samaritan Fund	Emergency Aid	\$ 143.62	\$ 35.91	Aid for Pastors
51864	Christian Rehabilitation Fund	Emergency Aid	\$ 235.16	\$ 58.79	Aid for Pastors
51845	CC Cook	Mission (TX National	\$ 1,533.51	\$ 383.38	Aid for Pastors
51865	Ministers' Welfare Fund	Mission (TX National	\$ 1,050.02	\$ 262.50	Aid for Pastors
			\$ 2,962.30	\$ 740.58	
51842	Rev. Henry S. Little Memorial Fund	Church and Church Extension	\$ 329.96	\$ 82.49	Church Extension/Development
51844	Church Extension Loan-William D. Newberry	Church and Church Extension	\$ 168.06	\$ 42.02	Church Extension/Development
51853	New Church Development	Church and Church Extension	\$ 133.51	\$ 33.38	Church Extension/Development
51843	Presbyterian Men	Church and Church Extension	\$ 49.81	\$ 12.45	Church Extension/Development
51867	Church Extension Loan-Simon E. and Elizabeth Wolff	Church and Church Extension	\$ 5,957.70	\$ 1,489.42	Church Extension/Development
			\$ 6,639.04	\$ 1,659.76	
51849	Julia Edith Rogers	Mission (TX National	\$ 6,444.73	\$ 1,611.18	Natl Mission in TX
51847	The Lucille Russell Trust	Church and Church	\$ 169.54	\$ 42.39	Natl Mission in TX
			\$ 6,614.28	\$ 1,653.57	

TX Natl Mission FB	Mission 57%	Church Ext 43%	
\$46,169.83	\$26,316.80	\$19,853.03	
Mission Bal	Aid for Pastors 28.62%	Natl Mission in TX 71.38%	
\$26,316.80	\$7,531.87	\$18,784.93	
	<b>New Accounts</b>		
	<b>Aid for Pastors</b>	<b>Natl Mission in TX</b>	<b>Church Extension/Development</b>
Portion of Fund Bal	\$7,531.87	\$18,784.93	\$19,853.03
Emergency Aid FB	\$2,128.40		
<b>New FB</b>	<b>\$9,660.27</b>	<b>\$18,784.93</b>	<b>\$19,853.03</b>

**A Covenant Partnership between  
The Synod of the Sun, PC(USA),  
And Presbyterian Mo-Ranch Assembly**

The Synod of the Sun (“Synod”) is a Mid-Council of the Presbyterian Church (U.S.A.) with historic ties to Presbyterian Mo-Ranch Assembly (“Mo-Ranch”). As the Synod of the Sun, we believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. The role of the Synod is to connect, equip and empower its member presbyteries and Covenant Partners throughout Texas, Oklahoma, Arkansas, and Louisiana.

Since 1949, Mo-Ranch has served the Presbyterian community in covenant relationship with the Synod, providing a conference center, church camp, and a meeting place for religious education and worship. The mission of Mo-Ranch is to foster growth in God through Jesus Christ by sharing our unique living, learning, Christian environment. The purpose for which Mo-Ranch is formed includes the establishment and maintenance of a center of religious worship, and the advancement of the cause of Christian education by providing leadership, program, and facilities for conferences, religious worship, lectures, and Bible study.

This covenant is an agreement between the Synod and Mo-Ranch to affirm a present and historic relationship in which there is a mutuality of purpose. To fulfill its role in its relation to the Synod, Mo-Ranch operates under the sole direction of its Board of Trustees, the members of which are elected by the Board in accordance with the requirements in the Operating Manual of Mo-Ranch. The Board is responsible for Mo-Ranch and, as Trustees, the Board carries forward and cares for the “trust” on behalf of the Synod.

The Board of Mo-Ranch covenants to provide leadership and facilities for church conferences, worship, and events, and to be sensitive to the needs of the Presbyterian congregations and presbyteries of the Synod, as well as to the Synod as an entity of ministry. Mo-Ranch, through its Board and President, will strive to provide programming and leadership that upholds the historic and present focus of the Reformed tradition.

Through this covenant relationship, the Synod provides an important affiliative link between Mo-Ranch and the Presbyterian Church (U.S.A.), and recognizes Mo-Ranch as an institution of the Church. The Synod further covenants to encourage the use and financial support of Mo-Ranch by Presbyterian individuals, churches, and institutions, and recognizes Mo-Ranch as a place where ecumenical programs with multiple denominations and/or interfaith endeavors may happen.

Therefore, by this instrument, the Synod and Mo-Ranch enter a Covenant Relationship to join together in God’s work. This Covenant Relationship will be renewed every four (4) years, and it may be reviewed at the request of either party by a team consisting of three (3) members from the Board and three (3) members from the Synod.

\_\_\_\_\_  
Valerie Young, Executive  
Synod of the Sun

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joan Hudson, Board of Trustees Chair  
Presbyterian Mo-Ranch Assembly

\_\_\_\_\_  
Date

## 2018 Expense to Budget YE

\*Unreconciled/Unaudited

Account Name		2018 Actual*	2018 Budget
<b>Income</b>			
<b>Budgeted Revenue</b>			
40001	PY Rollover/Retained earnings	-	67,993.90
41000	Presbyteries	131,807.44	131,807.44
42100	Contributions	3,314.77	4,000.00
42110	SOSPF Endowment	223,315.00	223,315.00
42200	Investment income		
42210	PILP Interest earned	3,205.09	2,000.00
42230	TPF Interest earned	18,848.47	18,000.00
<b>Total 42200 - Investment income</b>		<b>22,053.56</b>	<b>20,000.00</b>
43000	Services Income		
43100	Communication Services Program	8,410.56	
<b>Total 43000 - Services Income</b>		<b>8,410.56</b>	<b>-</b>
<b>Total Budgeted Revenue</b>		<b>388,901.33</b>	<b>447,116.34</b>
<b>Board designated income</b>			
46230	Pbty giving for use in 2019	152,614.93	
<b>Total Board designated income</b>		<b>152,614.93</b>	
<b>Expense</b>			
<b>Budgeted Expense</b>			
61000	Connecting Expenditures	0.00	0.00
61010	Connecting Reserves	0.00	0.00
61020	Solar Under the Sun	6,192.26	7,500.00
61030	COM Event	0.00	0.00
61040	Mission Grants	7,184.00	30,000.00
61050	Network Nurture	25,103.17	30,000.00
61070	EP Forum	4,690.03	4,000.00
61080	Presbyterian Women	0.00	3,000.00
61100	Convenat relationships travel	2,185.28	5,000.00
61110	Lyon College	100.00	100.00
61120	Austin College	100.00	100.00
61130	University of Ozarks	100.00	100.00
61140	Schreiner University	100.00	100.00
61150	Trinity University	100.00	100.00
61160	Tulsa University	100.00	100.00
61170	Pan American School	100.00	100.00
61180	Austin Seminary	100.00	100.00
61190	Pby. Children's Homes & Service	100.00	100.00
61200	Evergreen Pby. Ministries	100.00	100.00
61210	Vera Lloyd Home & Family	100.00	100.00
61220	Goodland academy	100.00	100.00
61230	Mo Ranch	100.00	100.00
61240	Pres History Society of SW	100.00	100.00
61250	TPF	100.00	100.00
61260	Multi-Cultural Youth Conf.	3,500.00	3,500.00
61270	Synod Youth Workshop	3,500.00	3,500.00

## 2018 Expense to Budget YE

\*Unreconciled/Unaudited

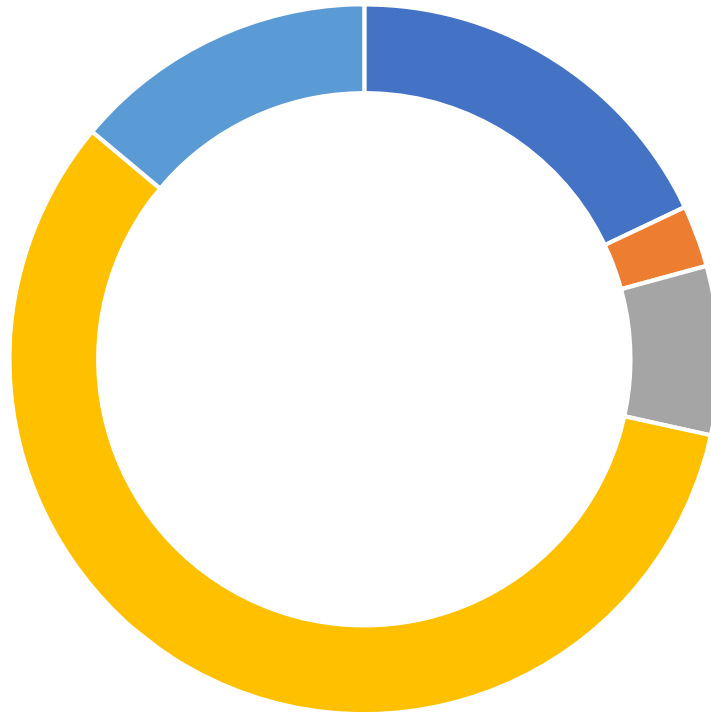
Account Name		2018 Actual*	2018 Budget
61280	Clerk Forum	0.00	3,000.00
61290	Mission Convocation	4,967.73	5,894.96
61300	National Conf Sponsorships	0.00	0.00
61310	Critical Needs Fund	0.00	2,000.00
61320	OGA/PMA Unrestricted Giving	0.00	0.00
61330	National Event Hospitality	5,465.48	7,000.00
61340	Moderator Expenses	2,708.00	2,000.00
<b>Total 61000 - Connecting Expenditures</b>		<b>66,995.95</b>	<b>107,894.96</b>
62000	Communication	0.00	0.00
62010	Computer (Maint Svc Provider)	0.00	0.00
62020	Webmaster	758.49	4,000.00
62030	Communications Initiatives	3,491.80	5,000.00
62040	Computer (Hardware & Software)	5,152.39	5,000.00
62050	Communications (Mtgs, web exp)	1,115.42	1,500.00
<b>Total 62000 - Communication</b>		<b>10,518.10</b>	<b>15,500.00</b>
64000	Meeting and Book of Order Expenses	0.00	0.00
64010	Stated Meeting, Fall	9,392.29	10,000.00
64020	Stated Meeting, Spring	9,072.39	10,000.00
64030	Mid-Year Committee Gathering	0.00	0.00
64040	Perm Jud Commission	13.40	3,000.00
64050	Administrative Commission	2,999.96	3,000.00
64090	COR & Nominating Comm	0.00	2,000.00
64100	Other Committee Expenses	7,185.04	7,000.00
64110	Stewardship Year End reserves	0.00	0.00
<b>Total 64000 - Meeting and Book of Order Expenses</b>		<b>28,663.08</b>	<b>35,000.00</b>
65000	Personnel Expense	0.00	0.00
65010	Synod Leader/SC Salary & House	90,000.12	90,000.00
65020	Synod Leader/SC BOP	27,097.25	27,500.00
65030	Synod Leader/SC FICA share	6,723.97	6,885.00
65040	Synod Leader/SC Prof Expenses	1,201.03	1,500.00
65050	Synod Leader/SC Prof Development	1,500.00	1,500.00
65110	Comm. & Admin Coordinator Salary	41,250.00	41,250.00
65120	Comm. & Admin Coordinator BOP	10,607.33	15,230.75
65130	Comm. & Admin Coordinator FICA Share	2,795.79	3,155.63
65140	Comm. & Admin Coordinator Prof Dev	1,500.00	1,500.00
65220	Temp Staff & Other Staff expense	3,392.85	10,000.00
65410	Personnel Committee	1,255.21	2,000.00
65510	Synod Leader/SC Travel	23,591.43	28,000.00
65520	Comm. & Admin Coordinator Travel	4,338.79	3,500.00
<b>Total 65000 - Personnel Expense</b>		<b>215,253.77</b>	<b>232,021.38</b>
66000	Office Expenses	0.00	0.00
66010	Office rent	0.00	0.00
66020	Telephone	3,100.74	3,500.00
66030	Postage	433.69	500.00
66040	Copiers	0.00	200.00
66050	Supplies	2,318.70	3,000.00

## 2018 Expense to Budget YE

*\*Unreconciled/Unaudited*

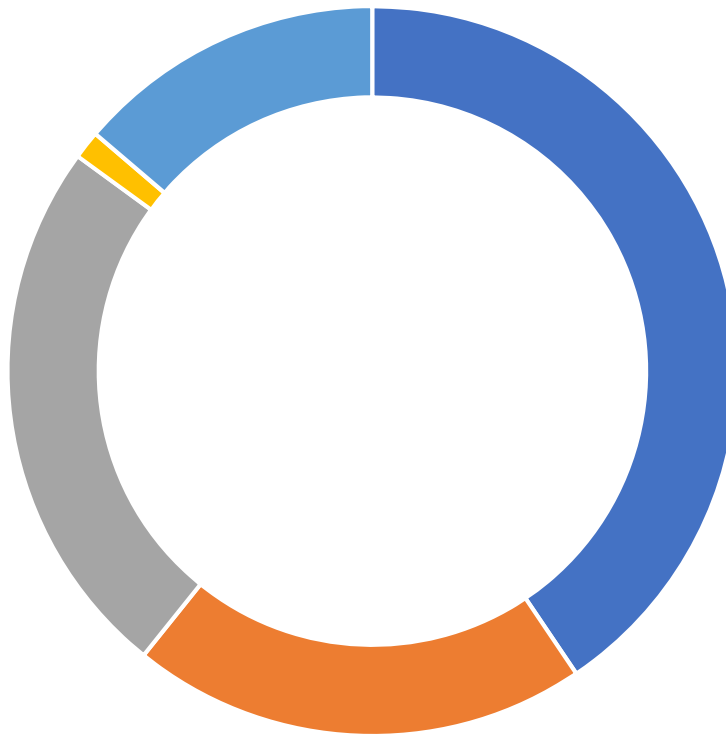
Account Name		2018 Actual*	2018 Budget
66060	File Retention/Storage	2,090.28	2,500.00
66070	Bookkeeping services	27,653.00	30,000.00
66071	Audit Fees	11,000.00	11,000.00
66090	Insurance	3,406.75	3,000.00
66100	Bank charges	164.16	1,000.00
66105	Aplos fees	572.90	0.00
66110	Miscellaneous Charges	755.92	1,000.00
66120	Contingency expense	458.17	1,000.00
<b>Total 66000 - Office Expenses</b>		51,954.31	56,700.00
<b>Total Budgeted Expense</b>		373,385.21	447,116.34
<b>Total Expense</b>		<b>373,385.21</b>	<b>447,116.34</b>
<b>Net Income (Loss)</b>		<b>15,516.12</b>	<b>0.00</b>

### 2018 EXPENSE YE Vine



■ Connecting ■ Communication ■ Meeting & Book of Order ■ Personnel ■ Office Expense

### 2018 EXPENSE YE Vine Adjusted



■ Connecting ■ Communication ■ Meeting & Book of Order ■ Personnel ■ Office Expense



## REPORT TO SYNOD OF THE SUN

Synod Grants and Scholarship Commission

March 25-26, 2019

### 2018 HIGHLIGHTS

The Synod Spring 2019 Assembly will include the celebration of the ten-year anniversary of Solar Under the Sun at its home base, the Ferncliff Camp and Conference Center, Little Rock, Arkansas. The Synod actively supports SUTS's worldwide mission.

The 2018 HIGHLIGHTS describes grants and scholarships awarded to the people and organizations in each of the four states of the Synod: Arkansas, Louisiana, Oklahoma, and Texas, and listed by each of the Synod's eleven presbyteries. Featured below is a 2018 last-minute but very important request for funding a special peacemaking effort.

### **THE WALL OF WELCOME**

The Synod Grants and Scholarships Commission is accustomed to responding to emergency requests throughout the year. An important request came through in December, 2018, requesting approval of funding for "The Wall of Welcome." A synod grant was requested in response to an emergency application from Austin Presbyterian Theological Seminary, where a group of students, faculty, staff, pastors, members, and other Presbyterians were planning a trip to McAllen, Texas, in mid-December, 2018. Mission Presbytery was an integral part of this effort.

**We Bear Witness.** The purpose of this mission trip was to bear witness to the migrant crisis happening on our border and to build relationships with other organizations responding to the dire needs of those who are attempting to migrate to the United States.

As a result the commission unanimously approved a grant of \$2,000 from the Synod's Peacemaking Fund. Many people from our synod attended, including Valerie Young, our Synod Leader and Stated Clerk, and Rev. Sallie Watson, Executive Presbyter of Mission Presbytery.





**The Synod of the Sun Grants and Scholarships Commission** has funded scholarships and grants for many purposes since its inception in 2012. The Synod Grants and Scholarships Commission meets in January, April, July, and October to review applications submitted during the previous quarter. Notices based on the Commission's decisions are sent out normally within two weeks after the quarterly meeting.

The listings of scholarships and grants available through the Synod of the Sun's Grants and Scholarships Commission are located on the Synod's website ([synodsun.org](http://synodsun.org)).

**Scholarships.** Any Presbyterian within the synod may apply for a scholarship. Scholarships are for individuals within the Synod of the Sun who meet the criteria for assistance within the specified purposes of the funds.

**Grants.** Any Presbyterian organization within the synod may apply for a grant; however, priority is normally given to applications from partnerships with two or more congregations, presbyteries, institutions related to synod by covenant, or multicultural endeavors (or committees of these organizations). The synod becomes a member of the partnership when the grant is approved.



## **Funds Approved for Presbyteries of the Synod of the Sun for the Calendar Year 2018**

This report highlights needs fulfilled through the funding of scholarship requests from individuals and grant requests from organizations of the presbyteries submitting applications for assistance for the calendar year 2018. Applications are processed upon the completion of each quarter; for instance, the applications submitted during the fourth quarter of 2017 were reviewed in January, 2018. Not all applications are approved for full funding; some may receive partial funding, may be disapproved, returned for clarification, or referred elsewhere for funding.

### **Joint Activities of Presbyteries**

- Funding was provided for up to ten students representing four different presbyteries in the state of Texas from University Presbyterian Church's Campus Ministry (UKirk Austin) to attend the Montreat College Conference in Montreat, NC (from New Covenant Presbytery) \$5,000
- A womens' retreat hosted by Palo Duro and Tres Rios Presbyterian Women was funded as requested \$ 750

### **The Presbytery of Arkansas**

- Presbyterian Children's Homes and Services consolidated their Group Home Program to their Itasca campus using a Synod grant \$4,000
- A Synod of the Sun grant provided a Youth and Children Ministry Summer Internship to serve the University of Arkansas and the First Presbyterian Church of Bentonville, AR \$2,000

- Funding for a mission trip to the Dominican Republic was provided for the Arkansas members of the Dominican Republic/Foundation for Peace \$3,600
- Golf carts were provided for the elderly and disabled attending the Presbyterian Association of Musicians' Mo/PAM Worship and Music Conference \$1,750
- Two resident activity "day" rooms at Presbyterian Village in Little Rock, Arkansas were redesigned and refurbished with funds from the Synod of the Sun \$4,462

**Cimarron Presbytery** none

**Eastern Oklahoma Presbytery** none

**Grace Presbytery**

- A grant supported the Arrow Outreach Greenhouse Project, Juarez, Mexico \$3,750
- A seminary student from Arlington, TX received funding to attend the Executive Certificate in Religious Fundraising Training at Princeton Theological Seminary
  - From Educational Funds \$ 300
  - From the Seminary Scholarship Fund \$ 956
- The Juarez Feeding Program for the elderly of the community of Verdad Y Redencion Presbyterian Church in Juarez, Mexico, received funding with a note that Synod supports in decreasing amounts for sustaining missions \$3,500

**Indian Nations Presbytery** none

**Mission Presbytery**

- An inquirer received funding for continuing his religious education \$4,000
- A career development coordinator position for the Single Parent Family Program on Waxahachie campus was funded \$3,750
- The TSU UCM program received funding for musical equipment \$3,000
- Consolidation of the PCHAS Group Home Program to the Itasca campus was made possible \$4,000
- A bi-lingual family camp was funded \$2,000

**Presbytery of New Covenant**

See Joint Activities of Presbyteries above.

**Palo Duro Presbytery**

- Funding for a celebratory Christmas Oratorio at consolidation of Fain Presbyterian Church and New Covenant Presbyterian Church into New Hope Presbyterian Church \$2,500

**Presbytery of the Pines** none

**Presbytery of South Louisiana** none

**Tres Rios Presbytery** none

*Submitted by RE Emily Laurel, Moderator, Synod Grants and Scholarships Commission*

## Grants and Scholarships

The Synod's Grants and Scholarships Commission has funded scholarships and grants for many purposes since its inception in 2012. The listings of scholarships and grants available are located on the Synod's website, ([synodsun.org](http://synodsun.org)).



Deadline for applications is: March 31; June 30; September 30; December 31.

**Scholarships.** Any Presbyterian within the synod may apply for a scholarship. Scholarships are for individuals within the Synod of the Sun who meet the criteria for assistance within the specified purposes of the funds.

**Grants.** Any Presbyterian organization within the synod may apply for a grant; however, priority is given to applications from partnerships with two or more congregations, presbyteries, institutions related to synod by covenant, or multicultural endeavors (or committees of these organizations). The synod becomes a member of the partnership when the grant is approved.

### Grant Categories

Church Development  
Racial Ethnic Ministries  
Cross Cultural Internships  
Youth Triennium expenses  
Campus Christian Life  
Emergency & Disaster  
assistance  
Peacemaking  
Old Age Concerns  
Orphanage Support  
Mission

### Scholarship Categories

Seminary/CRE aide  
Hispanic/Latino aide  
Volunteers in Mission  
Educational Programs  
Scholarship for Orphans  
International Mission Trips

Synod of the Sun, PC(USA)

[Synodsun.org](http://Synodsun.org)

214-390-1894



To date, the Synod's  
Commission has awarded  
over \$936,000 in grants and  
scholarships since 2012!

Help us hit \$1,000,000 in  
awards! Apply now!

**Connecting  
Equipping  
Empowering**

Page left intentionally blank.



**2019 Stories & Events of  
Synod of the Sun  
Presbyterian Church (U.S.A.)**



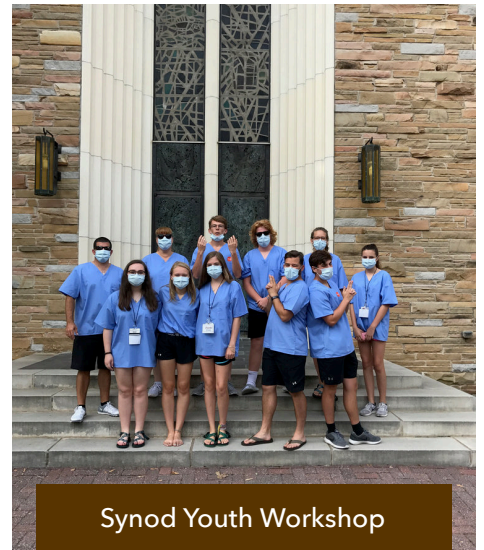
SOS and Solar at APCE



Covenant signing between SOS and Mo Ranch



Shavon Starling-Lewis speaks at 2019 Leadership Conference



Synod Youth Workshop

# The 2019 year in review Synod of the Sun



Snazzy Bag!



SOS Group at Pasos de Fe, Juárez, Mexico



Prayer at Pasos de Fe



Opening worship at IMAGINE:Compassion



Worship designed by Leadership Conference participants



Presbyterian Leadership!

# The 2019 year in review Synod of the Sun



Making friends in Juárez



Celebrating 10 years of Solar Under the Sun

# Facing Into the Bigger Picture

*by Valerie Young, Synod Leader/Stated Clerk, Synod of the Sun*

In the span of a month I have been to the US/Mexico border to meet adults and children seeking asylum, celebrated the birth of a Savior, and been to Montgomery, Alabama to visit the Legacy Museum and National Memorial for Peace and Justice. It was in the Legacy Museum's timeline, "Enslavement to Mass Incarceration" that demands I face the bigger picture and evolution of, not just the long plight of our African/American brothers and sisters, but a deeper awareness of white supremacy.

The exhibit that struck me the most, memorials of what the Equal Justice Initiative (EJI) has aptly named "racial terror lynchings". EJI has gathered the names of lynching victims, the counties where they were murdered, and traveled to those places to gather some of the earth.. The victim's name and date of murder is put on the large clear glass jar containing the earth and displayed on several walls throughout the museum and EJI offices as a memorial. As I looked at the wall of jars, too many of which were from counties in Arkansas, Louisiana, Texas, and Oklahoma (the states in the Synod of the Sun), it struck me just





how many of those were “Unknown”. We know someone was terrorized, lynched on the earth contained in those jars – no one even remembers their names. Their names weren’t important because the purpose of those murders, often horrific acts of torture in a carnival-like setting, was to terrorize an entire race of human beings in order to perpetuate the white lie of supremacy.

Memorial Square, where you find over 800 steel monuments “hanging”, is overwhelming in scope. Each monument represents a county in the United States where a lynching took place and lists the names of the people (where known) and the date of their murder. As I entered with others in our group, a few of us mentioned that we were going to seek out specific counties – where we grew up, our home now, maybe those from the synod where we serve. For me, this became an overwhelming task and I am not certain that anyone was able to fully complete what we set out to do. I find myself wondering now if our initial goal wasn’t subconsciously in hopes of letting ourselves and our ancestors off the hook – or something inside attempting to lessen the impact on us personally, exercising our privilege to be able to look away when those who we were there to remember, had no such option.



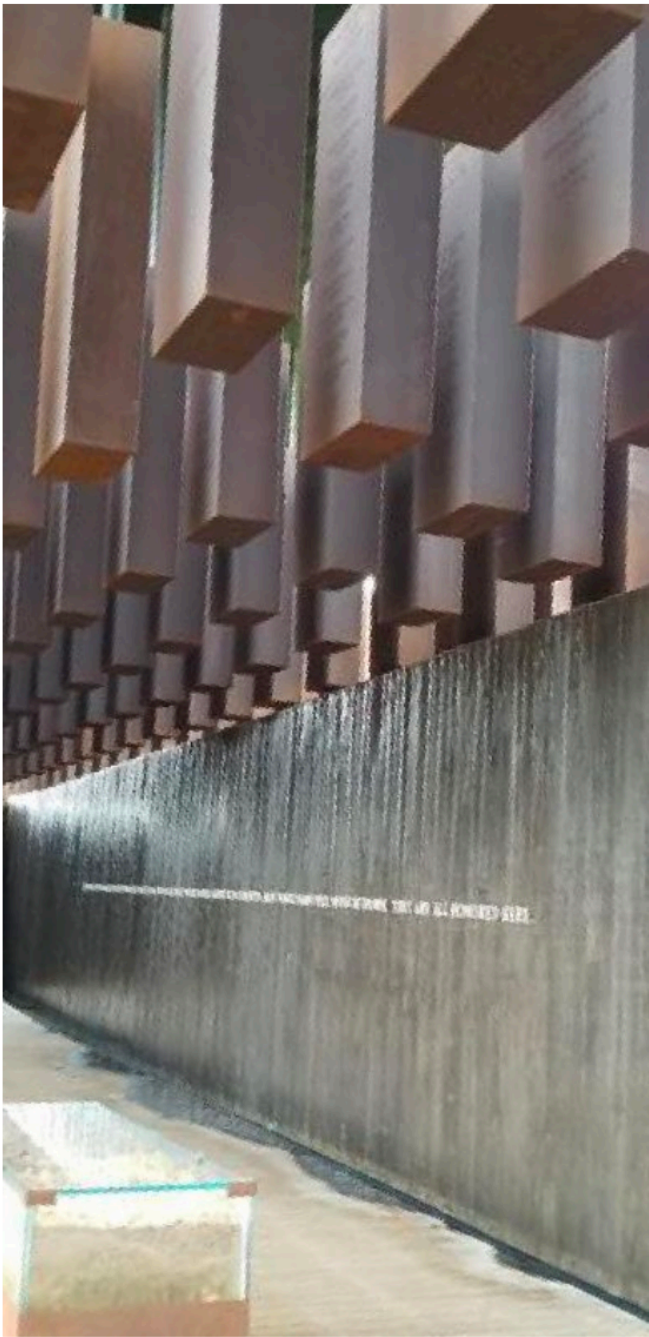
Today, I realize that what I witnessed at the border and what the people I met there are going through, is all for the continued subjugation of people – human beings we describe as other than

white. Our systems require “those people” to wait in places exposed to the elements after traveling hundreds of miles to escape danger and are faced with processes making it increasingly difficult to legally claim asylum and separating children from their parents. It is all eerily similar to the forced separation of both Native American and black enslaved people in the early days of this country.

We've been doing this for centuries, with Native Americans and the Doctrine of Discovery and the international and domestic slave trades. We have believed ourselves to be the great benefactor and over all nonwhite people. Somewhere along the line, we as (white) people convinced ourselves that we have the right to determine where, when, how, and whether certain people are worthy of life or admittance to our country. This is the lie of white supremacy. My Sisters and Brothers, we were not intended to have such power or privilege. That is not God given. "White Privilege" is that which benefits a white person over that of people of color, but that cannot be given up – it can be used to give voice to those who our systems have deemed un-human and sought to suppress for generation upon generation.

These opportunities have been rich with connection for me. Connection to others serving synods across the country in different ways and vastly different contexts; Connection to history in a way I've not experienced before; and surprisingly, connection to and a greater understanding of my own family. After seeing the videos and pictures of the white men, women, and even children berating, degrading, torturing and murdering black human beings, I have come to understand my family of origin in a different way.

We are all influenced by the way we were raised. Some of us learn, grow and move on, using our voices to help the world change, and some of us never experience that which is beyond our nuclear family in order to grow and learn. Which one will we choose to be? That choice is a privilege, I pray that you use it for good.



# SUS Anniversary Celebration Held



Solar Under the Sun celebrated its first 10 years with a celebration at Ferncliff Camp and Conference Center on March 25. The festivities were scheduled to coincide with a meeting of the Synod of the Sun and give SUS supporters a chance to interact with church leaders from across the region. Several members of the SUS board of directors were able to attend.

During dinner that evening, board member Chris McRae presented an overview of SUS's work since its founding in early 2009. He also highlighted the continuing need for groups like SUS to work toward an end to energy poverty throughout the world.

A informal reception was then held and included an anniversary cake decorated with the SUS logo and two edible solar panels. SUS Director of Operations Rynae Calder assisted board members Anne Russ and Ann Owen in making the necessary arrangements for the reception and providing the cake and other refreshments.

Hosting the party at Ferncliff brought SUS "full circle" in a way from its very beginning. The first organizing meeting for SUS was held at the Presbyterian-related conference center, and the majority of SUS-led Solar Schools have been held there as well.

That the celebration occurred during a synod meeting underscored another important relationship. From the very beginning, SUS received vital support from Synod staff including then-Synod executive and current SUS board member Judy Fletcher and current Synod leader Valerie Young. According to Young, "The Synod is supportive of SUS both with administration and promotion of the ministry. We strive to remind people of the many ways that individuals can be supportive, even if they can't go to Solar School or on an installation trip."

Christianne Chase, a former Synod moderator from Enid, Oklahoma and current SUS board member, also attended the celebration. Looking at where SUS began and how it has developed she said, "Sometimes that's how it happens; God reaches out and taps us on the shoulder and says 'Hey! I gave you the sun...so use it!' Ten years later, the Spirit is still reaching out—tapping people on the shoulder—and equipping us to empower others with the Light of Christ."

# Opioid Crisis Teleconference

Conversation with the Rev. Dr. Jan Edmiston

General Presbyter - Charlotte Presbytery & Co-Moderator, 221st General Assembly

July 23rd - 1:00pm (CDT) ZOOM Conference - [Click HERE](#) for details

## Tuesday, July 23 ZOOM Conference

Conversation with the Rev. Dr. Jan Edmiston

According to a 2016 CDC study, 8 out of the top 25 cities for opioid abuse are located in the Synod of the Sun.

As a pastor, are you aware of the issue in your community? How does this affect the church, the community, the people in your pews? What can the local church do?

Join us for this conversation with the Rev. Dr. Jan Edmiston as we hear about her experiences with the issues, training and awareness.





PRESBYTERIAN  
WOMEN

# SYNOD OF THE SUN PW GATHERING



**First Presbyterian Church of Tulsa**

*“Live Abundantly in Christ”* John 10:10

**July 25-27, 2019**

**The Reverend Eugenia Gamble and The Reverend Katie Cummings**



# Presbytery Leadership Summit

Facilitated by Rev. Shavon Starling-Louis  
NEXT Church Co-Chair

EP Forum - August 15-16  
(noon-noon)

Leadership Summit - August 16-17  
(noon-noon)

DeSoto Presbyterian Church, DeSoto, TX



Synod of the Sun will pay room & board (double occupancy) for 4 from each presbytery to attend.

This event is open particularly to Committee Leadership of Presbyteries - Councils; Futuring & Transition Task Forces; Search Committees and Committee Moderators.

The program will feature NEXT Church "Cultivated Ministry" tool but tweaked to Presbyteries working with smaller churches and for smaller church themselves.

We will work together to understand the ministries of our tiny churches and how we can take care of them.

- In this day of shrinking budgets and shrinking membership what defines your church?
- Downsizing does not mean dying!
- How do you assess viability?
- How do you measure a congregation's heart?

Because our discussions will be guided by NEXT Church's "Cultivated Ministry" tool, participants should visit the Cultivated Ministry site and check out their resources. Visit the site here: <https://nextchurch.net/resources/cultivated-ministry/>

*"There used to be a widely held and simple answer to this question: success is measured by growth in membership, attendance, and financial support. Increasingly, however, these metrics seem out of touch with the realities of ministry in contemporary post-Christendom North America."*

*"Sometimes our work needs to be reduced in order to expand. Sometimes aspects of it need to come to an end."*

*"The key to making this paradigm shift is understanding that learning is the primary goal of assessment."*



---

# Grants and Scholarship Commission Makes a \$1 Million Announcement

We have one million reasons to celebrate!

At the Fall Stated Meeting of the Synod, the Grants and Scholarship Commission announced that they have issued over \$1 million in grants and scholarship since 2012.

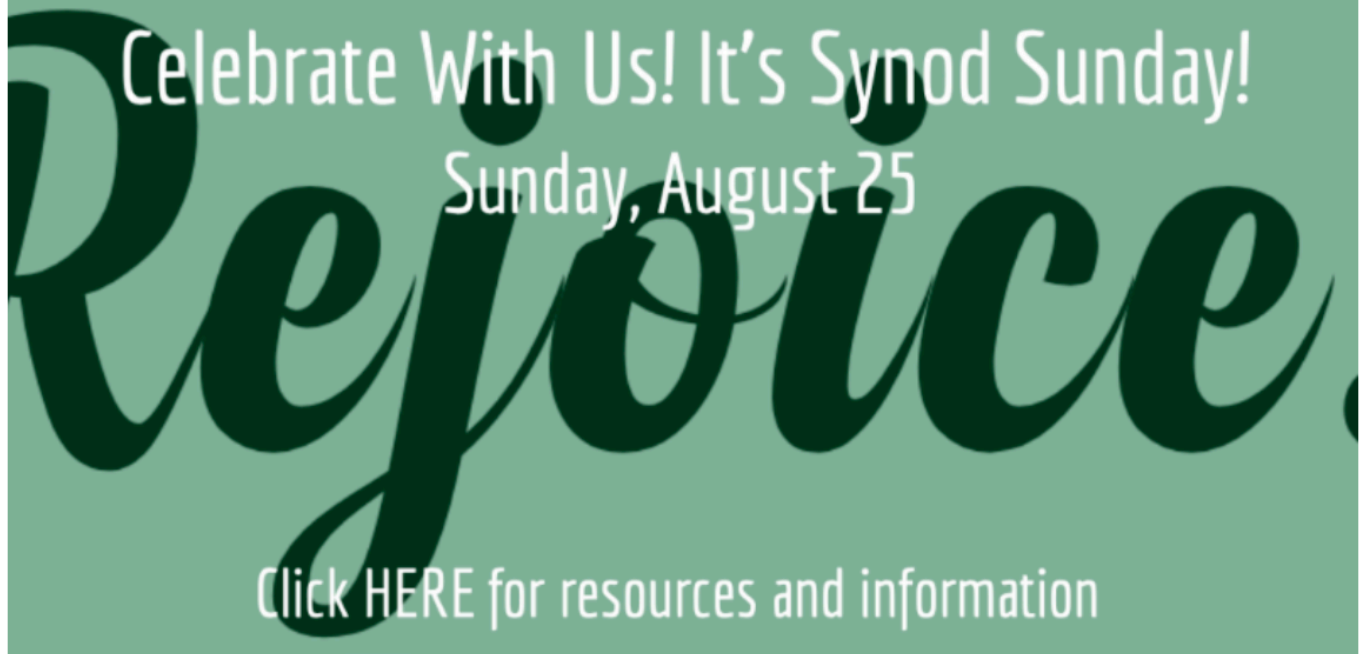
These funds have provided financial support for Continuing Education opportunities for church professionals and laity, started church renovation projects, provided seed money for new events, helped send participants to Triennium, enabled new programs to feed people in local communities, supported racial/ethnic programs and so much more.



So, how can we help you?

Go to our Grants and Scholarships page and discover the many ways we can help move your dream forward!

Celebrate With Us! It's Synod Sunday!  
Sunday, August 25



## Sunday, August 25 Celebrated Everywhere!

Celebrate Synod Sunday at your church on August 25th, joining more than 750 congregations in the 11 Presbyteries of the Synod of the Sun in seeing and hearing the same message. Help us to celebrate the mission and ministry of the Synod of the Sun.

Visit the Synod Sunday webpage for a Synod Sunday litany, bulletin options, PowerPoint presentations (both entryway and Sunday School class opportunity), Children's bulletin, and sample Children's Moment. Rejoice!





## Thursday, October 31 at 7pm until Saturday, November 2nd at Noon

Hosted by First Presbyterian Church, McAllen, TX

**Come see:** Through conversation and action, participants in IMAGINE:Compassion will hear, see and feel the story of those mobilized to help asylum seekers and children separated from their parents at the Texas/Mexico border.

**Go tell:** Equipped with first-hand knowledge of the border crisis, participants will be able to return to their home congregations with stories to tell and actions to take.



Presented by the Empowering Women Network

## **Stronger Together: A Clergywomen's Retreat Set for April**

**For Ministers of Word and Sacrament  
and Commissioned Pastors**

**Tuesday, April 14th 6:00 at pm -  
Thursday, April 16th at Noon**

**Ferncliff Camp and Conference  
Center**



**Registration limited to the first 22 participants. The registration deadline is February 14.**

The Stronger Together Clergywomen's Retreat is focused on issues unique to women in ministry, including how to navigate challenges, find healing, make connections, and be empowered for future ministry. Our hope is that this is the first of many events sponsored by the Empowering Women Network of Synod of the Sun.

Our facilitators for this retreat are Krista Redlinger-Grosse, Ph.D., LP, and Caroline Burke, Ph.D., LP, of LeaderWise a nationally recognized counseling and consulting firm serving ministers and ministry organizations.

Join us after Easter, as we share and support one another for healing, strength, and empowerment for the future.

Hosted by: Rev. Natalie Bell of Eastern OK Presbytery, Rev. Britta Dukes of Mission Presbytery, and Rev. Tracy Spencer-Brown of Tres Rios Presbytery

Hosted by the Commissioned Pastors Network

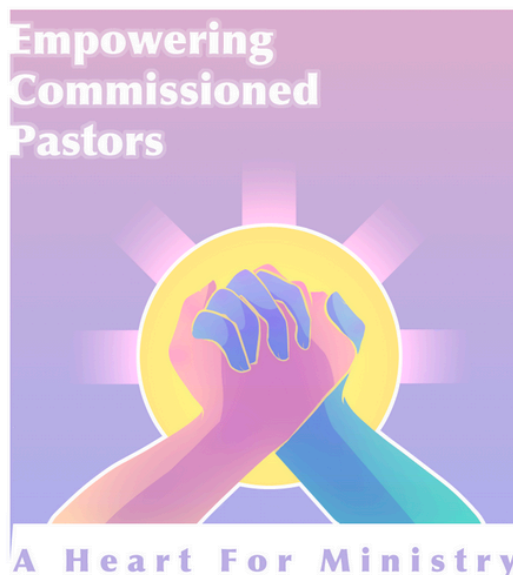
# Registration now OPEN for Empowering Commissioned Pastors Conference

Commissioned Pastors attending from everywhere in the PC(USA)

May 13-16, 2020

Canyon Creek Presbyterian Church

Featuring Co-Moderators Cindy Kohlmann and Vilmarie Cintrón-Olivieri plus workshops of interest to Commissioned Pastors.



The Commissioned Pastors Network of the Synod of the Sun presents the Empowering Commissioned Pastors Conference to be held May 13th-16th, 2020, at Canyon Creek Presbyterian Church, Richardson Texas (Dallas - Fort Worth area).

This conference will be all about and for Commissioned Pastors in all the varied circumstances and ways that CPs serve the Church.

PC(USA) Co-Moderators Rev. Cindy Kohlmann and RE Vilmarie Cintrón-Olivieri will be there to help lead plenary sessions and the event will also feature excellent workshops that will support Commissioned Pastors and strengthen skills and ministries. This conference is focused on Empowering Commissioned Pastors as they serve an increasing portion of our PCUSA congregations.

Limited Screenshot are available on a first-request basis, offered only to Commissioned Pastors (CPs, CLPs, CREs, etc.)

## Configuring your Communication Services plan

The Synod Communications Coordinator will meet with you (either in person or via video) and work directly with an assigned committee and/or person from the presbytery to develop a formal Communications Plan for the presbytery. If the synod is contracted to implement that plan, the Coordinator will meet on a regular basis throughout the year to discuss tweaks to the plan. That plan could include any or all the following. Please note that services can be grouped together for an additional discount.

**A NOTE ABOUT PLATFORM CONTINUITY** - Having continuity across platforms (website, social media, e-mail) will create a seamless “voice” across channels. See the website ([synodsun.org/CSP](http://synodsun.org/CSP)) for pricing discounts and plans.

### Ongoing Services - Annual Price\*

2019

Website maintenance of new and existing sites	\$1,188
Social Media Campaigns, i.e. Facebook, Twitter, Instagram, LinkedIn	\$1,188
Mass e-mail maintenance (Up to 3 posts per week)	\$2,388
Blog maintenance (Up to 3 posts per week)	\$69
Vlog maintenance (1-2 posts per week)	\$299
YouTube/Vimeo or other video channel media maintenance	\$69

### Platform Continuity Services (Bundles) - Annual Price

Website maintenance of new and existing sites Social Media Campaigns (as described above) Mass e-mail maintenance	\$4,700
Website maintenance of new and existing sites Social Media Campaigns (as described above)	\$2,376
Website maintenance of new and existing sites Mass e-mail maintenance	\$3,500

### One Time Set Up/Per Event Price

Website development from new site or existing site	\$350
Church/NWC/Presbytery Consultations, Communication Workshops	\$250 + expenses

# Synod of the Sun Communications Services Plan



Seizing an opportunity to tell your exceptional story of feeding the seeds of ministry and mission to the broader culture.

## Thomas Riggs

Communication and Administrative

Coordinator

Synod of the Sun

[thomas.riggs@synodsun.org](mailto:thomas.riggs@synodsun.org)

214-390-1894

[synodsun.org/CSP](http://synodsun.org/CSP)

# How do **you** want to *connect, equip & empower* in more effective ways?

## Why you need to communicate effectively online.

Recent news stories about foreign entities interfering in other entities' infrastructure might be a clarion call for the church, for it unmistakably shows the power of Social Media and its influence in our culture. Churches, Presbyteries, and innovative event coordinators who are not using online resources effectively are understood as literally "silent", particularly to the demographic with whom the Presbyterian church most resonates.

When we can speak into multiculturalism, peace and justice, diversity, equality, and disaster relief in a **timely** and **profound** way, the broader culture sees the church being the church. When Presbyteries engage the

community across multiple platforms in a cost-effective manner, they are in a position to *reclaim and redeem* the word "church" to be a community of friends who welcome without condition, serve the community as a neighbor, and advocate fiercely for the oppressed.

Additionally, Presbyteries are in a unique position to nurture and care for their constituents (elders, deacons, members, ministers) by relating not only relevant information, but also by the simple act of care and tending, via different electronic platforms, thus providing an additional component of pastoral care.

## We speak Presbyterian, on-time and diversely

The Communication Services Plan, offered by the Synod of Sun, is a cost-effective way to use these online platforms. Additionally, our service is unique to your needs:

- ▶ We are Presbyterian; we speak Reformed language, inclusion, mission and faithful response. We are able to effectively share what the PC(USA) community values.
- ▶ We understand that ministry opportunities, pastoral care and disaster response are often not on a business hours schedule, therefore, we are on stand-by when an immediate response is warranted.
- ▶ We value the diversity of local geographies, cultures and values. Be it urban, rural, multicultural, missional or unique ministry settings, we tailor messages that reflect your Presbytery.

So, the question is this: How do you want to **connect, equip, and empower** in more effective ways?

Page left intentionally blank.



**Synod Spring Stated Meeting  
First Presbyterian Church, McAllen, TX  
October 31, 2019**

Synod Vice-Moderator, Mitch Miller, called the meeting to order at 3:00 p.m. and in accordance with the Bylaws, Sec. 3.1.3 whereby 50% or more of the elected commissioners constitutes a quorum, a quorum was declared with 20 of 25 Commissioners present. The meeting was opened with prayer by Vice-Moderator Miller.

**ATTENDANCE**

Status	First Name	Last Name	Presbytery	Committee assignment	Status
FRE	Elizabeth	Brinegar	Arkansas	Moderator	Commissioner
MRE	Jeff	Cranton	Indian Nations		Commissioner
FRE	Sharon	Curry	Grace	Connecting Vice-Moderator	Commissioner
FRE	Shelley	Hernandez	New Covenant	Coordinating Team Chair	Commissioner
FRE	Edith	Hill	Pines	Equipping Moderator	Commissioner
MTE	Stephen	Hill	New Covenant		Commissioner
MTE	Mitch	Miller	Indian Nations	Vice-Moderator	Commissioner
MRE	Bill	Rose	Tres Rios		Commissioner
MTE	Seth	Saathoff	Mission		Commissioner
FTE	Janice	Six	Palo Duro		Commissioner
MTE	John	SoRelle	Palo Duro		Commissioner
FTE	Tracy	Spencer-Brown	Tres Rios		Commissioner
MTE	David	Stipp-Bethune	Pines		Commissioner
FRE	Lynne	Castle	South Louisiana		Commissioner
FRE	Denise	Haley	Mission		Commissioner
MTE	Rick	Mills	Cimarron		Commissioner
FRE	Ann	Filbrick	South Louisiana		Commissioner
MTE	Harry	Cooper	Pines	Connecting	Commissioner

				Moderator	At-Large
MTE	Jesse	Gonzalez	Grace	Equipping Vice-Moderator	Commissioner At-Large
FRE	Grace	Goodeagle	Eastern Oklahoma		Commissioner At-Large
MTE	Tim	Blodgett	Eastern Oklahoma		General Presbyter
FTE	Lynne	Hargrove	New Covenant		Executive Presbyter
MTE	Joe	Hill	Pines		Executive Presbyter
MTE	Stewart	Smith	Arkansas		Executive Presbyter
MTE	Ron	Sutto	South Louisiana	EP Forum Moderator	Executive Presbyter
FTE	Sallie	Watson	Mission		General Presbyter
FRE	Deb	Meinke	Cimarron		Stated Clerk
FRE	Kathy	White	Arkansas		PW Moderator
MRE	Bruce	Goodlock	Mission		Synod COR Chair
	Danny	Anderson			Trinity University
	Alex	Serna-Wallender			Trinity University
MTE	Lemuel	Garcia-Arroyo	Mission Engagement Advisor		Presbyterian Mission Agency
MRE	Ed	Sackett	Mission		Disaster Recovery Specialist

MRE	Ernie	Higginbotham	Grace	Assistant Stated Clerk	Synod Staff
FRE	Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
	Thomas	Riggs		Communication & Administration Co-ordinator	Synod Staff
	<b>EXCUSED</b>				
MTE	Gordon	Edwards	Cimarron		Executive Presbyter
MTE	Mike	Thompson	Grace		Interim Executive Presbyter
MTE	Scott	Campbell	Palo Duro		Executive Presbyter
FRE	Kay	Long	Tres Rios		General Missioner
FRE	Christianne	Chase	Cimarron		Commissioner
FRE	Bok Soon	Egbert	South Louisiana		Commissioner-at-Large
MRE	Doug	Dodd	Eastern Oklahoma		Commissioner
MRE	Earnest	Isch	Indian Nations		Commissioner
FRE	Emily	Laurel	Arkansas	Grants and Scholarships Moderator	Commissioner

Motion was made, seconded, and approved to seat all as Corresponding members with voice, but no vote. Visitors were also welcomed and approved to seat with voice, but no vote.

Motion was made, seconded, and approved to adopt the docket.

	<b>Thursday, October 31, 2019</b>
--	-----------------------------------

	<b>Opening Prayer</b>
<b>3:00pm</b>	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"> <li>· <i>Roll Call &amp; Declaring a Quorum</i></li> <li>· <i>Seating of Corresponding Members and visitors</i></li> <li>· <i>Adoption of the Agenda</i></li> <li>· <i>Acknowledgement of Land &amp; People</i></li> </ul>
	<b>Welcome from First Presbyterian Church, McAllen</b> <i>Kathryn Escandell</i>
	<b>Report: Synod Leader/Stated Clerk</b> <i>Valerie Young</i>
<b>3:30pm</b>	<b>Connecting Committee Report</b> <i>Harry Cooper</i>
<b>3:50pm</b>	<b>Empowering Committee Report</b> <i>Tracy Spencer-Brown</i>
<b>4:10pm</b>	<b>Equipping Committee Report</b> <i>Edith Hill</i>
<b>4:30pm</b>	<b>Personnel Committee Report</b> <i>Jesse Gonzalez</i>
	<b>Committee on Representation</b>
<b>4:45pm</b>	<b>Report: Coordinating Team -</b> <ul style="list-style-type: none"> <li>· <i>Nominations</i></li> <li>· <i>Insurance Review</i></li> <li>· <i>Overture from Cimarron Presbytery</i></li> <li>· <i>Finance</i> <ul style="list-style-type: none"> <li>· <i>2018 Financial Audit</i></li> <li>· <i>2019 Financial Report</i> <ul style="list-style-type: none"> <li>· <i>Balance Sheet</i></li> <li>· <i>Income/Expense</i></li> </ul> </li> <li>· <i>2020 Preliminary Budget</i></li> </ul> </li> </ul>
<b>5:15pm</b>	<b>Grants and Scholarships Commission</b> <i>Janice Six</i>
<b>5:30pm</b>	<b>Adjourn with prayer</b> <i>Elizabeth Brinegar</i>

### **Welcome and Introductions**

After opening with worship, a roll call was taken, and a quorum was declared by the Stated Clerk. Having introduced and seated the Corresponding Members and visitors, the Moderator called for the adoption of the agenda. The Motion passed.

### **Acknowledgement of Land & People**

Vice Moderator Mitch Mitchell reported that are standing on the ancestral lands of the **Coahuiltecan, Carrizo and Comecrudo** Peoples. We pay respects to their elders past and present. The assembly paused to consider the many legacies of violence, displacement, migration, and settlement.

### **Welcome from host**

Greetings were made by Kathryn Escandell, Pastor of First Presbyterian Church of McAllen. On behalf of those gathered, the Moderator expressed her thanks for the church's hospitality in hosting the Stated Meeting and the IMAGINE Event

### **Report: Synod Leader/Stated Clerk**

Valerie Young, Synod Leader and Stated Clerk of Synod of the Sun, reported on the activity and vision of the Synod (*Attachment A*). The synod's Plan for Election presented at the last synod meeting in March calls for the election of SIX At-Large Commissioners to aide in providing racial ethnic balance. Passage required the approval of a majority of presbyteries Valerie reported that it has been approved by all eleven presbyteries.

Permanent Judicial Commission business – The SPJC received no new complaints in 2019. However, there was an appeal to the General Assembly PJC of a decision to dismiss a complaint in 2018. The decision of the SPJC was upheld.

Ernie Higginbotham, Assistant State Clerk, reported on the review of Presbytery Minutes, submitting a report to the Assembly for approval (*Attachment B*). Sharon Curry moved and Shelley Hernandez seconded the acceptance of the report. Motion carried.

Valerie continued her report, thanking the staff and the leadership of the synod for their work. The Assembly gave thanks with an ovation for Valerie's 15 years of service to the Synod of the Sun.

### **Report: Connecting Committee**

Harry Cooper reported on behalf of the Committee. A new Covenant Agreement between the Synod of the Sun and Trinity University was adopted by vote of the Assembly (*Attachment C*). Harry introduced Danny Anderson, President of the University, who brought greetings on be-

half of the University and told the Assembly a bit of the history of the institution. Also introduced was the University's new Chaplain, Rev. Alex Serna-Wallender.

Harry also reported on the work of the design team of Synod Sunday (*Attachment D*), now having completed their third year of informing the churches of the Presbyteries of the work and ministry of the Synod.

### **Report: Empowering Committee**

Tracy Spencer-Brown reported on the work of the committee (*Attachment E*), highlighting the upcoming Commissioned Pastors Conference, coming in May of 2020 by that Network (*Attachment F*). She also highlighted the work of the Empowering Women Network, working towards a Conference in 2020.

### **Report: Equipping Committee**

Edith Hill reported on the work of the committee (*Attachment G*), highlighting the Communication Services Plan (*Attachment H*). Presbyteries both within and outside the Synod take advantage of this program.

Edith invited Sallie Watson, Sharon Curry and David Stipp-Bethune to report on the Leadership Summit, held last August in DeSoto, TX. Both were grateful for the content of Cultivated Ministry and their ability to engage that information back in their settings.

Edith reported that the Synod once again held a Stated Clerks forum, which has been very helpful.

### **Report: Personnel Committee**

Jesse Gonzalez thanked the members of the committee and brought a report on their work (*Attachment I*). In addition to approving vacation, sabbatical and other needs, the committee intends to bring a Staff Evaluation program in 2020.

With no other nominations offered on the floor, Ernie Higginbotham was declared by acclamation to be elected to the Assistant Stated Clerk.

A Sabbatical plan, brought by the committee, for the Synod Leader/Stated Clerk was approved by the Assembly.

### **Report: Committee on Representation**

Bruce Goodlock reported on the work of the committee (*Attachment J*), asking the members to be accurate in their own reporting. Bruce also encouraged Presbyteries to utilize the ministry of their own Committees of Representation.

### **Report: Coordinating Team**

Shelley Hernandez reported on behalf of the team (*Attachment K*).

A new Reimbursement Guideline was brought by the committee to the floor. After questions and responses, the new Guideline was passed (*Attachment L*).

A new reimbursement form will be adapted based on the discussion of the Assembly.

*Nominations:* Mitch Miller moved the names put forth in the Nominations report. Jesse Gonzalez seconded the slate. The motion passed (*Attachment M*).

Shelley informed the Assembly that the Synod has conducted an insurance review.

Shelley also presented a 2018 audit. It was received by the Assembly (*Attachment N*).

Shelley presented the 2019 financial reports and 2020 preliminary budget. After discussion, including an explanation of use of funds from the previous year, the adoption of the preliminary budget was approved (*Attachments O, P, Q*).

Shelley Hernandez brought an Overture from Cimarron Presbytery with the Coordinating Team's recommendation for approval (*Attachment R*). Deb Meinke spoke to the Overture on behalf of Cimarron Presbytery, as well as the discussion of the overture at the Oklahoma Tri-Presbytery meetings. The motion passed.

### **Report: Grants and Scholarships Commission Reports & Celebration**

Janice Six reported on behalf of the Commission (*Attachment S*). The big news: Since 2012, the Synod of the Sun has given over \$1 million in grants and scholarships, with over \$22,000 disbursed at their last meeting. These disbursements speak to the vitality of the ministries and missions of the people and churches of the Synod.

### **Additional Reports:**

Jim Freeman reported on the mission and ministry of Solar Under the Sun, describing the Solar Schools and programs.

Lemuel Garcia-Arroyo, Mission Engagement Advisor, joined us from the Presbyterian Mission Agency and addressed the Assembly. Lemuel told the Assembly about the Matthew 25 church initiative.

Mitch invited Presbyteries to report to the floor on their latest updates.

In preparation for dinner and the Closing Worship/IMAGINE Event beginning, the meeting was adjourned with prayer by Vice-Moderator at 5:30pm

Submitted by,

Valerie Young

Synod Leader & Stated Clerk

These minutes have been read and approved by Moderator, Elizabeth Brinegar and Vice-Moderator Rev. Mitch Miller.



## Worship

### Prelude

### Honoring of Native Land

“Every community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history that led to this moment. Some were brought here against their will, some were drawn to leave their distant homes in hope of a better life, and some have lived on this land for more generations than can be counted. Truth and acknowledgment are critical to building mutual respect and connection across all barriers of heritage and difference. We begin this effort to acknowledge what has been buried by honoring the truth. We are standing on the ancestral lands of the **Coahuiltecan, Carrizo and Comecrudo** Peoples. We pay respects to their elders past and present.

Please take a moment to consider the many legacies of violence, displacement, migration, and settlement that bring us together here today.

*(a moment of Silence)*

### Call to Worship: *From Psalm 116*

One: Gracious is the LORD, and righteous;

**All: our God is merciful.**

One: What shall we return to the LORD for all the LORD’s bounty to us?

**All: I will lift up the cup of salvation and call on the name of the LORD, I will pay my vows to the LORD in the presence of all people.**

One: O LORD, we are your servants; You have loosed our bonds.

**All: I will offer to you a thanksgiving sacrifice and call on the name of the LORD. I will pay my vows to the LORD in the presence of all the people, in the courts of the house of the LORD.**

One: Praise the LORD!

Hymn

*God of Grace and God of Glory*

#307

Gathering Prayer

Call to Confession

Even at our most faithful, we stand in the need of grace. Because of God's unfailing love, mercy is promised, even before we speak the truth. In humility, with confidence, let us confess our sin before God and one another.

Prayer of Confession

**...Almighty God, we are not the servants you intended us to be. Too often we have failed because our faith and commitment has been insufficient. We have failed in the face of hardship and sacrifice because we did not consider the cost of discipleship. Too easily we have looked for reasons to find fault in others and separate ourselves from them. We have broken fellowship, weakened the Body of Christ and disrupted our ministry.**

**Merciful God, forgive our sin and failings. Remind us of Jesus' sacrifice, and grant us the strength and courage to continue his work, forsaking the dangers and cares of this world for the reward that lies ahead for all who serve you.**

(a moment of silent confession)

Assurance of Pardon

... I declare to you, in the name of Jesus Christ, we are forgiven!  
Write this good news upon our hearts that we may be at peace.

**Thanks be to God!**

Sharing the Peace of Christ

Having received the peace of God through Jesus Christ, let us pass the peace of Christ one to another.

### **Prayer for Illumination**

### **Scripture Readings**

Ephesians 4: 1-7, 11-16

Micah 6:6-8

This is the Word of the Lord.

**Thanks be to God.**

### **Sermon**

Rev. Dr. Laurie A. Kraus

### **Hymn**

*Here I Am, Lord*

#69

## **REAFFIRMATION OF THE BAPTISMAL COVENANT**

Stand with me...

Do you renounce all evil, and powers in the world which defy God's righteousness and love?

**(I renounce them.)**

Do you renounce the ways of sin that separate you from the love of God?

**(I renounce them.)**

Do you turn to Jesus Christ and accept him as your Lord and Savior?

**(I do.)**

Will you be Christ's faithful disciples, obeying his Word and showing his love, to your life's end?

**(I will)**

**I believe in God the Father Almighty, Maker of heaven and earth.  
And in Jesus Christ his only Son our Lord;  
who was conceived by the Holy Ghost,  
born of the Virgin Mary, suffered under Pontius Pilate,  
was crucified, dead, and buried; he descended into hell;  
the third day he rose again from the dead; he ascended into heaven,**

**and sitteth on the right hand of God the Father Almighty;  
from thence he shall come to judge the quick and the dead.**

**I believe in the Holy Ghost; the holy catholic Church;  
the communion of saints; the forgiveness of sins;  
the resurrection of the body; and the life everlasting. AMEN.**

## **THE INSTALLATION**

### Sentences of Scripture

*(1 Corinthians 12:4-7, 27)*

There are varieties of gifts, but it is the same Spirit who gives them.

**There are different ways of serving God, but it is the same Lord who is served.**

God works through each person in a unique way, but it is God's purpose that is accomplished.

**To each is given a gift of the Spirit to be used for the common good.**

Together we are the body of Christ, and individually members of it.

### Statement on Installation

#### Constitutional Questions

To the candidate: ...

To the assembled body:

do we, the members of the Synod of the Sun, accept Mitch as our Moderator, chosen by God through the voice of this body to guide us in the way of Jesus Christ? **We do.**

Do we agree to pray for him, encourage him, to respect his decisions, and to follow as he guides us, serving Jesus Christ, who alone is Head of the church? **We do.**

#### Laying on of Hands and Prayer of Installation

Members of this Assembled Body who desire to affirm their support of Mitch and the office to which he has been called are invited to come forward and lay hands upon him as we beseech God's blessing upon him and work that is before him.

## The Anointing

Charge to the Newly Installed

Valerie Young

... What ever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God through him. (Colossians 3:17)

**Alleluia!**

## **THE LORD'S SUPPER**

Hymn

*One Bread, One Body*

#530

Invitation to the Lord's Table

The Great Thanksgiving

Breaking of the Bread

Communion

Prayer after Communion

## **THE RESPONSE TO CHRIST'S CALL**

Hymn

*Lift High the Cross*

#826

Offering

*Tonight's offering is designated for the Spanish-speaking worship service of First Presbyterian Church of McAllen.*

Charge

**Stated Clerk Report**

The synod's Plan for Election presented at the last synod meeting in March calls for the election of SIX At-Large Commissioners to aide in providing racial ethnic balance and requires the approval of a majority of presbyteries. I am happy to report that it has been approved by all eleven presbyteries.

Permanent Judicial Commission business – The SPJC received no new complaints in 2019. However, there was an appeal to the General Assembly PJC of a decision to dismiss a complaint in 2018. The decision of the SPJC was upheld.

Presbytery Minutes Review – Ernest Higginbotham

**Synod Leader Report**

It feels like forever since we were last together – so much has happened!

I have been to at least one meeting of each presbytery this year, engaged in a lot of conversations about training of Commissioned Pastors, support for new pastors, reminding folks of grant opportunities and network connections, and I've gathered with denominational leaders all over the country – sharing the Good News about what God is doing in the Synod of the Sun.

Most of you know this, but we're what you might call "a small shop". One of the most frequent questions I get when I travel is "Where is the synod office?". . . to which, I hold up my phone and say "Wherever this is!". I'm going to have to change my response, because the truth of the matter is that we would not be able to do all of the things we've accomplished without the help and support of the rest of the synod staff.

Thomas Riggs, Communications and Administration Coordinator has orchestrated logistics for every gathering and event . . .and has done so with much grace – especially for those who have failed to fully read a packet or have last minute travel changes – and for me, when I lose track of things.

Ernie Higginbotham is a wonderful Assistant Stated Clerk in organizing the Presbytery Minutes Review and talking through PJC cases with me.

Honestly, they both deserve praise for putting up with my rapid fire, multi-directional brain and occasional outlandish ideas. I am grateful to God for their commitment to the work of the synod – I hope you will join me in thanking Tom and Ernie for their good work!

<pause>

One of those weeks where I was able to be in multiple presbytery meetings, I had the pleasure of being with GA Co Moderator Cindy Kohlman in South Louisiana on a Tuesday and GA Co Moderator Vilmarie Cintron in Pines on Saturday. Each of those conversations, and dozens more after, eventually led to a partnership between the Co Moderators and the Commissioned Pastors Network of the synod. You will hear more about this in the Empowering Committee's report – but I want you to know that this has become a conference that Commissioned Pastors and Mid Council leaders throughout the denomination are looking forward to! We've even been contacted by a Lutheran in Alaska that wants to attend!

There is so much good happening. I hope you will listen closely to committee reports and join in the excitement.

<pause>

There are less exciting, but no less important issues too – like trouble at the border, systemic racism, LGBTQIA inequality, gun violence, . . . issues of justice of all kinds. It's these difficult topics that make it harder to show up - but it's those difficult topics that make it more necessary for us to show up and have the conversations. I've said this before – synods are in a unique position to bring people together around these difficult topics. NOT because we believe that a group of 28 commissioners can solve the world's problems, but because we believe that we are a safe place and unless we begin to talk about them together and hold space for one another to learn and grow, the world doesn't stand a chance.

A few months ago, we offered a Zoom conversation about the Opioid Crisis with Rev. Jan Edmiston and Leaders from the National Harm Reduction Coalition. There were about 15 people on the line to discuss issues of addiction and how the church can and should respond. We started a conversation. . .

You, and many others arriving later today, have been invited to Come See, Go Tell about some difficult things happening in the Rio Grande Valley. You are being asked to step out of your comfort zone – literally and figuratively. Regardless of which trip you sign up to take tomorrow, you will see poverty on both sides of the border. Pay close attention to what you see – and to what you don't see. There is good here too, there is hope in the hands and feet of those who serve. I hope you see that as well.

The synod needs your help – as Commissioners and Corresponding members – to Come See, Go Tell about ALL of the work and opportunities of the synod. August 2019 was our fourth year of celebrating Synod Sunday and we seem to be gaining momentum as more and more congregations celebrate and learn about the synod on this one Sunday. We need your help to continue to communicate with your presbyteries the on-going work of the synod and the value of our connections. If you need some help finding ways to share with your presbytery and congregations, I hope you will reach out to me or Thomas. We will continue to do everything we can to push communications your way via email and provide you with updates from around the synod.

I am proud and blessed to have served this synod for 15 years and to witness us grow into a body of Presbyterians who love one another and are willing to have the difficult, much needed conversations. I am grateful to God for each of you and the ways that you serve by Connecting, Equipping, and Empowering for Christ's mission in the world.

**THE PERMANENT JUDICIAL COMMISSION  
OF THE GENERAL ASSEMBLY  
OF THE PRESBYTERIAN CHURCH (U.S.A.)**

<p><b>Rev. David Lee Jones, Th.D., Appellant,</b></p> <p style="text-align: center;"><b>v.</b></p> <p><b>Mission Presbytery, Appellee.</b></p>	<p>( ( ( ( ( ( ( (</p>	<p><b>Decision and Order</b></p> <p><b>Remedial Appeal</b></p> <p><b>224-05</b></p>
--	--	---

**Arrival Statement**

This is an appeal to the General Assembly Permanent Judicial Commission (GAPJC or this Commission) from a Decision dated March 13, 2019, of the Permanent Judicial Commission of the Synod of the Sun (SPJC). In that Decision, the SPJC sustained its Moderator and Clerk’s determination of preliminary questions dismissing the Complaint of the Rev. David Lee Jones, Th.D., (Appellant) against Mission Presbytery (Appellee) for failure to state a claim upon which relief can be granted. Appellant appealed the SPJC’s Decision to the GAPJC.

**Jurisdictional Statement**

This Commission has jurisdiction, Appellant has standing to file this appeal, the appeal was properly and timely filed, and the appeal states one or more of the grounds for appeal under *Book of Order*, D-8.0105.<sup>1</sup>

**Appearances**

The Rev. David Lee Jones, Appellant, appeared on his own behalf. The Rev. Thomas Currie, Committee of Counsel, appeared on behalf of Appellee.

---

<sup>1</sup> *Book of Order* citations in this Decision are from the 2017–2019 edition, which was in effect during the time of the actions and SPJC decisions herein.



## History

Appellant, a minister member of Mission Presbytery (Presbytery), filed a complaint against the Presbytery based on actions taken by its Commission on Ministry (COM).

In early 2018, the Rev. Michael Roberts announced his retirement following a ministry of 30 years as pastor of First Presbyterian Church, Georgetown, Texas (FPC, Georgetown), effective at the end of September 2018. On June 4, 2018, the Austin region of the COM recommended to the COM that FPC, Georgetown, be allowed to contract with the Rev. William Poe to serve as the transitional minister upon Roberts's retirement. (The COM meets as a body, breaks into smaller regional groups, then reconvenes as the full commission.) Poe was the Chair of the COM and worshiped regularly at FPC, Georgetown, but was not at the June 4 meeting. The COM also voted to set aside its "Ending Ministry Well" policy to allow Poe and his family to continue to worship at FPC, Georgetown, after completion of his contract.

On August 6, 2018, the full membership of the COM gave final approval to the contract between FPC, Georgetown, and Poe as the transitional minister. Poe did not recuse himself from the discussion nor from the unanimous decision, nor did any COM member request that he do so.

On November 1, 2018, Appellant filed a remedial complaint against the Presbytery with the Synod of the Sun (Synod) challenging the August 6 actions of the COM. The Presbytery filed an answer on December 10. Also, on December 10, the Presbytery Stated Clerk sent the list of papers and other materials pertaining to the case (D-6.0307a) to the Synod Stated Clerk, but not to the parties. On December 14, the Moderator and the Clerk of the SPJC determined that Appellant failed to state a claim upon which relief can be granted, dismissing the case in accordance with D-6.0305d. The determination was delivered by email and did not offer rationale.

Appellant filed a Challenge to the determination of the Moderator and Clerk on January 11, 2019. On February 6, Appellant requested a more detailed explanation for the dismissal. On February 11, the Synod Stated Clerk conveyed by email the determination of the Moderator and Clerk that their initial response had been sufficient.

On February 22, Appellant requested information from the Presbytery Stated Clerk regarding actions taken by the Presbytery; the Clerk did not reply to this request until the Appellant followed up on April 18. The Clerk informed Appellant on April 23 that he could set up an appointment to come to the Presbytery office and look through the minutes himself.

On Friday, March 1, five days before the scheduled hearing, the SPJC Clerk sent an email to both parties notifying them about procedures for the hearing. Among those procedures were a limit of five minutes for each party to present its argument and a deadline of noon, Monday, March 4, for raising any questions about hearing procedures. On Sunday, March 3, Appellant requested 20 minutes for his presentation. On the afternoon of Tuesday, March 5, the SPJC Clerk informed the parties that, "in the spirit of fairness," both parties would be granted 10 minutes.

On Wednesday, March 6, a hearing on the Challenge was held using Zoom conferencing technology. Although all parties could hear one another, generally only the person speaking was visible to others on the conference. Following the hearing, the SPJC deliberated. In a decision dated March 13, the SPJC upheld the findings of its Moderator and Clerk and dismissed the complaint.

On April 29, 2019, Appellant filed a notice of appeal with the GAPJC, which heard oral argument on August 23, 2019.

### **Specifications of Error**

Specification of Error No. 1: *The SPJC erred in constitutional interpretation (D-8.0105g) and/or reached an unjust decision (D-8.0105f) when it dismissed the complaint for failure to state a claim upon which relief can be granted in accordance with D-6.0306c (Appellant’s Specifications of Error 1a, 1g, 5b, 6a, 6b).*

This specification of error is not sustained.

This Commission has significant concerns about the actions of the Presbytery COM in its handling of the transitional minister selection for FPC, Georgetown. In a number of ways, the Presbytery did not model best practices for transparency and leadership. Councils should strive to avoid even the appearance of impropriety, with leaders making every effort to avoid conflicts of interest, real or perceived. Discernment and hiring practices should be undertaken with the utmost attention to ethical concerns, and existing policies and guidelines should not be set aside lightly. In all these respects, the COM could and should have provided better leadership.

Notwithstanding these concerns, GAPJC precedent guides when it is appropriate to dismiss a case for “failure to state a claim upon which relief can be granted” (see *Daniel McKittrick v. Session of West End Presbyterian Church of Albany*, 2003, 215-5; *Hope, et al. v. Presbytery of San Francisco*, 2003, 216-6; *Dixie Lewellen v. Presbytery of Los Ranchos*, 2017, 223-03). Even assuming all the facts alleged in the complaint to be true, dismissal under D-6.0305d occurs if a permanent judicial commission (PJC) determines that no constitutional irregularity or delinquency occurred for which it could grant relief.

In this case, Appellant’s Complaint does not state a constitutional claim. Assuming the truth of all the alleged facts is not the same as accepting the accuracy of a complainant’s constitutional interpretation.

Appellant argues that the COM’s actions approving a particular temporary pastoral relationship: were “irresponsible” (G-3.0301a); represented a failure to be a “pastor and counselor” to the ministers of the presbytery (G-3.0307); did not keep before it the six Great Ends of the Church (G-3.0301); and other failures to abide by general descriptions of a presbytery’s responsibilities. The Form of Government, in contrast with editions prior to 2011, intentionally avoids regulatory language where possible, creating flexibility for councils. Councils have responsibility for developing particular processes not specified in the Constitution (G-3.0106). If PJCs were to accept cases solely on the basis of such general constitutional complaints as those presented in this case, they would run the risk of becoming boards of general review over lower councils’ discretionary decisions.

As even Appellee has acknowledged in this case, certain actions of the Presbytery should have been more thoughtfully or carefully implemented. However, the Constitution gives wide latitude to presbyteries in their oversight and approval of temporary pastoral relationships under G-2.0504. Even a case brought against a presbytery that has failed to follow its own policy must state a claim of constitutional error (see *Hope, et al. v. Presbytery of San Francisco, 217-1*).

Assuming the events occurred as Appellant has described (that is, resolving any facts in dispute in his favor), the Presbytery would still have been fulfilling—within its discretion and without constitutional error—its responsibilities to “develop and maintain mechanisms and processes” to serve and care for its

members (G-3.0307), “to facilitate the relations between the presbytery and its congregations” (G-3.0307), and to “oversee congregations without pastors” (G-3.0301a).

As a member of the Presbytery, Appellant had every right to seek changes to the Presbytery’s policies regarding transitional ministers, or to question and seek reversal of the actions of the COM at a stated meeting of the Presbytery. But, inasmuch as the facts alleged do not add up to a violation of the Constitution, the SPJC did not err in dismissing the case for failure to state a claim upon which relief can be granted.

*Specification of Error No. 2: The SPJC committed various procedural errors in its process.*

*Specification of Error No. 2a: The SPJC committed numerous irregularities (D-8.0105a) and/or manifested prejudice (D-8.0105e) in the proceedings, including:*

- i. Not meeting in person (Appellant’s Specification of Error 1d);*
- ii. Not completing its full decision in regular session (Appellant’s Notice of Appeal “Other errors and irregularities” 1c);*
- iii. Conducting a video conference in which members of the SPJC could not be seen throughout the hearing (Appellant’s Specification 1e);*

These specifications of error are not sustained.

In support of this specification of error, Appellant has cited this Commission’s decision in *Hope et al. v. Presbytery of San Francisco*, 2004, 217-1. That case interpreted the requirement in D-7.0402 that a PJC complete its decision “while in session” to mean PJCs must meet “in person” for their deliberations.

In the years since the use of video conferencing technology became more widely available, this Commission has never ruled on its use in judicial hearings, trials, and deliberations. The *Hope* case involved a situation where a synod PJC had adjourned at the conclusion of a trial, its members going their separate ways before a decision was written. The GAPJC, in that 2004 case, was not ruling on whether “in person” could be understood to include conversations where faces, voices, and documents could be shared even as participants were geographically separate—technology that was not then in widespread use. Rather, the GAPJC was ruling on the necessity of speaking and listening to one another to reach a decision, not the medium through which the communication takes place. In the instant case, therefore, the SPJC was not necessarily committing constitutional error by using video conferencing technology, and neither party raised an objection before or during the hearing.

This Commission nevertheless holds that, until the Rules of Discipline are amended by the appropriate authority to address the use of video conferencing, the use of video conferencing is discouraged. A PJC must in every case ensure all participants are present, visible, and audible. All requirements of the Rules of Discipline regarding procedures and participation in trials, hearings, and deliberations—including the necessity to agree upon a full written decision while still in session—remain fully in effect. Judicial process, which frequently involves sensitive matters in the lives of people and communities, requires the highest level of attention to how God’s people discern and decide complicated matters together. Being in the same physical room

provides a higher level of engagement and allows for greater assurance that important procedural requirements are being observed.

- iv. *Not giving a full explanation for its Decision (either the Moderator and Clerk in their determination of preliminary questions, or the full SPJC in its Decision) (Appellant’s Specifications 1b & 1c);*
- v. *Failing to deliver a hard copy of the Decision, which was undated and sent first by email, via personal service or certified delivery (Appellant’s Notice of Appeal “Other errors and irregularities” 1b & 1d);*

These specifications of error are sustained.

This Commission frequently has expressed concern about decisions rendered by synod PJs without rationale. Most recently, in *Julie Murphy v. The Session of Westminster Presbyterian Church, Des Moines, Iowa*, 2018, 224-01, this Commission held that a decision rendered without rationale constituted an injustice to the appellant in that case. (See also *Buescher, et al., v. Presbytery of Olympia*, 2008, 218-09 and *Presbytery of Greater Atlanta v. Ransom*, 2009, 219-02.)

Appellee has argued that the SPJC’s handling of its final decision is not governed by D-7.0402 because that paragraph refers to a decision rendered after a trial, and the instant case involves a decision rendered following a hearing on preliminary questions. But this Commission finds that any decision by a PJC that is final and renders a case ripe for appeal—including a decision to dismiss a case on preliminary questions—should include rationale for the decision. Inasmuch as this Commission has found that dismissal of a case under D-6.0306 “terminates further proceedings” and is therefore “final in nature and renders the case ‘ripe for appeal’” (*Jeffrey K. Raines v. Session of Miami Shores Presbyterian Church*, 2005, 217-06), this Commission holds that any constitutional requirements pertaining to a final decision under D-7.0402c, d, and e shall fully apply to decisions to dismiss a case under D-6.0306.

- vi. *Inconsistency in votes reported in the Decision (Appellant’s Specification 1f);*
- vii. *Failing to conduct votes on each irregularity or delinquency alleged in a complaint in accordance with D-7.0402 (Appellant’s Specification 5a); and*
- viii. *Failing to respond to Appellant’s motion by personal service or certified delivery (Appellant’s Notice of Appeal “Other errors and irregularities” 1a).*

These specifications of error are not sustained.

There is no evidence that the SPJC vote count was inaccurately reported. Dismissal of a complaint prior to trial under D-6.0305 obviates the need for voting on each irregularity or delinquency in a complaint. The Rules of Discipline neither require nor prohibit the delivery of PJC responses to motions by personal service or certified delivery.

Specification of Error No. 2b: *The SPJC refused Appellant reasonable opportunity to be heard (D-8.0105b), including:*

- i. *Limiting Appellant’s time for argument to 10 minutes and restricting the scope of his presentation (Appellant’s Specifications 1h, 2a, 2c) and*

- ii. *Providing insufficient time for questions of clarification about procedure and evidence (Appellant's Specification 2b).*

These specifications of error are sustained.

The Rules of Discipline do not specifically define the minimum amounts of time that should be provided to parties, either before the hearing for raising procedural questions, or within the hearing for making an argument. PJC's are to develop procedures suited to situations in order to guarantee fairness to all parties.

Considering each of these specifications of error individually, no single concern of Appellant would necessarily amount to "refusing [him] reasonable opportunity to be heard" (D-8.0105b). But cumulatively, the limitations set forth by the SPJC imposed an unnecessary burden on Appellant. PJC's should err on the side of permitting, not limiting, argument.

*Specification of Error No. 2c: The SPJC hastened to a decision (D-8.0105d) by dismissing the complaint rather than conducting a trial (Appellant's Specification 3a).*

This specification of error is not sustained.

Because the SPJC found that Appellant did not provide a claim on which relief could be granted, dismissal prior to a trial was in order. Dismissal of a case under D-6.0306 does not constitute hastening to a decision.

*Specification of Error No. 3: Proceedings in the case prior to the hearing before the SPJC contained "injustice in the process" (D-8.0105f), specifically in the work of the Presbytery Stated Clerk:*

*Specification of Error No. 3a: Presbytery Stated Clerk's failure to provide information on presbytery policies (Appellant's Specification 2d);*

This specification of error is not sustained.

The Presbytery Stated Clerk's inability or unwillingness to answer a question from Appellant about previously adopted Presbytery policies is not a constitutional error. Still, this Commission reminds all stated clerks of their role as facilitators of fair process and encourages them to provide records upon reasonable request.

*Specification of Error No. 3b: Presbytery Stated Clerk's sending a list of documents pertaining to the case to the Synod Stated Clerk only, and not to the parties (including Appellant) (Appellant's Appeal Brief, Specification 2a).*

This specification of error is sustained.

The remedial process seeks to set forth basic requirements of fairness, ensuring that all parties are working with the same information. To that end, D-6.0307a reads:

Within forty-five days after the receipt of a complaint, the clerk of session or stated clerk of the respondent council or the respondent entity or council shall list in writing to the parties all the papers and other materials pertaining to the case.

Appellant indicates in his appeal brief that he was not aware of the list the Presbytery Stated Clerk sent to the Synod Stated Clerk on December 10, 2018, even though that list should also have been sent to him (and to the Presbytery committee of counsel). He then would have had

the opportunity to request additional minutes or papers to be included. Appellee's brief confirms this "unfortunate oversight." This represented a fundamental breach of fairness in the SPJC process, which should have been caught by both the Presbytery Stated Clerk and the Synod Stated Clerk.

### **Decision**

This Commission has sustained various procedural errors in Specifications of Error No. 2 and No. 3. While serious, these errors alone do not provide sufficient grounds for reversing or setting aside the SPJC Decision. Rather, this Commission must rule for itself on the question that was before the SPJC, namely whether the case was rightly dismissed for failure to state a claim upon which relief can be granted.

As discussed under Specification of Error No. 1 above, this Commission finds that, though the execution of the judicial process in this case was seriously flawed, the SPJC nonetheless correctly dismissed the complaint for failure to state a claim upon which relief can be granted.

This Commission strongly urges the SPJC, the Presbytery COM, and the Stated Clerks of both councils to review and improve their procedures and practices in light of this Commission's Decision.

### **Order**

IT IS THEREFORE ORDERED that the Decision of the SPJC is affirmed and the complaint is dismissed.

IT IS FURTHER ORDERED that the Stated Clerk of the Synod of the Sun report this Decision to the Synod of the Sun at the first meeting after receipt, that the Synod of the Sun enter the full Decision upon its minutes, and that an excerpt from those minutes showing entry of the Decision be sent to the Stated Clerk of the General Assembly.

IT IS FURTHER ORDERED that the Stated Clerk of Mission Presbytery report this Decision to Mission Presbytery at the first meeting after receipt, that the Stated Clerk of Mission Presbytery convey this Decision to the Presbytery Commission on Ministry, that Mission Presbytery enter the full Decision upon its minutes, and that an excerpt from those minutes showing entry of the Decision be sent to the Stated Clerk of the General Assembly.

### **Opinion Concurring in Part and Dissenting in Part**

I concur with the Decision of the Commission in all parts but for the decision related to Specification of Error No. 2a. I believe the SPJC erred by failing to meet in person for its hearing.

This Commission should have held the use of video conferencing technology is unacceptable as a medium for meeting the judicial requirements for hearings, trials, and deliberations. Judicial process, which frequently involves sensitive matters in the lives of people and communities, requires the highest level of attention to discern and decide complicated matters together. Requiring the PJC to be in the same physical space provides a higher level of engagement and allows for greater assurance that important procedural requirements are being observed.

Given continuing advances in technology, the question of whether to allow the use of video conferencing in lieu of in-person participation should be addressed by an appropriate authority apart from the GAPJC.

Ruth Goldthwaite

### **Concurring Opinion**

We concur with the Decision of the Commission in all parts of the decision with the addition of comments related to Specification of Error No. 2a.

This Commission stopped short of prohibiting the use of video conferencing technology for meeting the judicial requirements for PJC formal actions. We agree that the GAPJC is not the appropriate authority to issue a rule on whether it should be allowed. If the Rules of Discipline are amended to allow (or prohibit) the use of video conferencing for hearings and deliberations in a case, it should be done with more voices than the 16 in the GAPJC. We think that this issue can have major due process implications, and thus a rule amendment should include input from a broader representation of the PC(USA).

As noted in the dissent above, process involves sensitive matters, requiring the highest level of attention to discern and decide complicated matters together. This body has noted before that a “fundamental reason for this requirement rests upon the Reformed understanding of the activity of the Holy Spirit in the midst of the covenant community which is the Body of Christ (I Cor. 12:12-13; Book of Confessions, 5.124-141)” (*Hope, et al. v. San Francisco Presbytery* 217-1). Thus, the issue of whether the use of video conferencing respects these concerns, in a denomination that professes to value its diversity, deserves greater consideration.

“There is therefore no place in the Church for discrimination against any person. The [PC(USA)] shall guarantee full participation and representation in its worship, governance and emerging life to all persons or groups within its membership” (F-1.0403).

June L. Lorenzo  
Maurice R. Caskey

### **Absences and Non-Appearances**

Commissioners Jean Kennedy and Craig Lindsey were absent and did not participate in the hearing and deliberations.

### **Certificate**

We certify that the foregoing is a true and correct copy of the Decision of the Permanent Judicial Commission of the General Assembly of the Presbyterian Church (U.S.A.) in Remedial Case 224-05, Rev. David Lee Jones, Th.D., Appellant, v. Mission Presbytery, Appellee, made and announced at Louisville, Kentucky, this 25<sup>th</sup> day of August, 2019.

Dated this 25<sup>th</sup> day of August, 2019.

Ruth Goldthwaite, Moderator  
Permanent Judicial Commission of the General Assembly

Deborah Little Cohn, Clerk  
Permanent Judicial Commission of the General Assembly

I certify that I did transmit a certified copy of the foregoing to the following persons by Federal Express Next Day Air, directing Flor Vélez-Díaz to deposit it in the mail at Louisville, Kentucky this 25<sup>th</sup> day of August, 2019.

David Lee Jones, Appellant  
Thomas Currie, Counsel for Appellee  
Stated Clerk, Mission Presbytery  
Stated Clerk, Synod of the Sun  
General Assembly Permanent Judicial Commission

I further certify that I did transmit a certified copy of the foregoing to the Stated Clerk of the General Assembly of the Presbyterian Church (U.S.A.) by delivering it in person to Flor Vélez-Díaz, on August 28, 2019.

Deborah Little Cohn, Clerk  
Permanent Judicial Commission of the General Assembly

I certify that I received a certified copy of the foregoing, that it is a full and correct copy of the decision of the Permanent Judicial Commission of the General Assembly of the Presbyterian Church (U.S.A.), sitting during an interval between meetings of the General Assembly, at Louisville, Kentucky, on August 25, 2019, in Remedial Appeal 224-05, Rev. David Lee Jones, Appellant, v. Mission Presbytery, Appellee, and that it is the final judgment of the General Assembly of the Presbyterian Church (U.S.A.) in the case.

Dated at Louisville, Kentucky, on August 25, 2019.

Flor Vélez-Díaz  
Manager of Judicial Process and Social Witness



Page left intentionally blank.

REPORT  
ON  
REVIEW OF 2018 PRESBYTERY MINUTES  
By  
Ernest R. Higginbotham, Assistant Stated Clerk  
October 11, 2019

Pursuant to G-3.0108a, the 2018 minutes of the eleven presbyteries within the Synod of the Sun have been reviewed utilizing "Synod of the Sun Guidelines for Reviewing Presbytery Minutes & Records" (Attachment A). The review was conducted by David G. Kemp, Stated Clerk, Palo Duro Presbytery; Tracy L. Evans, Stated Clerk, Indian Nations Presbytery; Leslie Belden, Stated Clerk, Arkansas Presbytery; Tricia Tedrow, Stated Clerk, Mission Presbytery; Gerry Tyer, Stated Clerk, Grace Presbytery; and Ernest R. Higginbotham, Assistant Stated Clerk, Synod of the Sun.

<u>PRESBYTERY</u>	<u>EXCEPTIONS</u>	<u>COMMENTS</u>
Arkansas	none	none
Cimarron	none	none
Eastern Oklahoma	see Attachment B	see Attachment B
Grace	see Attachment C	see Attachment C
Indian Nations	none	none
Mission	#8 (G-3.0103) no evidence of a financial review	none
New Covenant	none	none
Palo Duro	see Attachment D	see Attachment D
Pines	see Attachment E	none
South Louisiana	none	see Attachment F
Tres Rios	none	none

## SYNOD OF THE SUN

### Guidelines for Reviewing Presbytery Minutes & Records

*The review of the minutes of each presbytery is conducted by a Minutes Review Committee, each presbytery minutes being reviewed by at least two different members of the committee.*

G-3.0108a Reviewers of presbytery minutes and records shall report to the synod whether the:

- a) proceedings have been correctly recorded;
- b) proceedings have been in accordance with the Constitution;
- c) proceedings have been prudent and equitable;
- d) proceedings have been faithful to the mission of the whole church; and
- e) lawful injunctions of the General Assembly have been obeyed.

The synod's Minutes Review Committee shall recommend appropriate action to the synod, and if it believes the synod should take exception to something in the Presbytery's minutes, that exception shall be listed in the report to the Synod Assembly.

### CONTENT OF MINUTES & RECORDS

#### SUBJECT TO EXCEPTION

*Required by the Constitution of the Presbyterian Church (U.S.A.) the following matters shall be included in the minutes, as applicable. **These are subject to Exception.***

Meeting Date & Page #	Item #	Description
	1	The opening of each meeting with prayer. G-3.0105
	2	The call for any special meeting and the name of the requester(s) and/or the caller in accordance with the Presbytery's own rules. G-3.0404
	3	A statement that a quorum was present, including an indication of the number specified as a quorum in the presbytery bylaws or standing rules. G-3.0404
	4	The roll of commissioners present or absent and their presbytery of membership, and other attendees and their council of membership. G-3.0104
	5	The existence of a committee on representation, established by the presbytery's own rule. G-3.0103
	6	Evidence of "procedures and mechanisms for promoting and review the presbytery's implementation of the church's commitment to inclusiveness and representation". G-3.0103
	7	The approved presbytery budget "to support the church's mission within its area". G-3.0103
	8	Report of the results of "A full financial review of all financial books and records by a public accountant or committee of members versed in accounting procedures". G-3.0113
	9	Evidence of "property and liability insurance coverage to protect its facilities, programs, staff and elected and appointed officers". G-3.0112
	10	A review of "the proceedings and actions of all entities related to the" presbytery and "of all officers able to act on behalf of the body". G-3.0108c
	11	A review of the records of lower councils (sessions) within its jurisdiction. G-3.0108a
	12	Indication that each lower council (session) records has been reviewed to determine adherence to G-3.0106 "All councils shall adopt and implement a sexual misconduct policy and child protection policy".
	13	Indication of the "development of a manual of administrative operations that will specify the form and guide the work of the mission in that council"

Attachment A

Meeting Date & Page #				Item #	Description
					(Attach policy in appendix) G-3.0106
				14	The "adoption and implementation of a sexual misconduct policy and child protection policy" (Attach policies in appendix) G-3.0106
				15	A "process for nominating persons to serve in positions requiring election" by presbytery that ensures the requirements of G-3.0111
				16	Report of decisions of an(y) administrative commission and record of any recension or amendment of action. G-3.0109b
				17	All actions on recommendations made to the presbytery by its committees. G-3.0109
				18	Report of any and all actions regarding the sale, encumbrance, lease or transfer of real property owned by the Presbytery or one of its lower councils (including address, kind of property, present use, price paid, use of proceeds, if applicable, and reasons for leasing and terms of lease, if applicable)
				19	Record of compliance in submitting Annual Statistical Report to the General Assembly. G-3.0302e
				20	A record that "the guidance and communication of the synod and General Assembly are considered and that any binding actions are observed and carried out" G-3.0302c
				21	A record of "electing to commissioners to synod and General Assembly and receiving their reports". G-3.0302a
				22	Actions concerning the organization of new congregations, transfer to other jurisdictions or dissolution or the division, uniting, or otherwise combining of congregations or portions of congregations previously existing.
				23	Actions taken by presbytery entities/commissions (including presbytery council) held between presbytery meetings. G-3.0109
				24	Decisions of the Permanent Judicial Commission, including a report of its decisions to the presbyteries, transmitted to the Presbytery through the Stated Clerk. D-7.0701 and D-110701
				25	An alphabetical roster by classes of former members for the last six years of the Permanent Judicial Commission who may be called upon when necessary to constitute a quorum. D-5.0206b
				26	The closing of each meeting with prayer. G-3.0105

### **SUBJECT TO COMMENT**

Required by Robert's Rules of Order or the Synod Records Review. ***These are subject to Comment.***

Meeting Date & Page #				Item #	Description
				1	The minutes shall contain an index.
				2	The minutes/records will have consecutive page numbers throughout the entire volume of minutes and records, including supplemental documents
				3	The date, time, and place of the presbytery meeting; the name of the moderator presiding; and, whether it is a "stated", "adjourned", or "special" presbytery meeting. <i>Robert's Rules</i>
				4	A record of the celebration of the Lord's Supper, if and when observed
				5	Opportunity for nominations from the floor must be reflected in the minutes
				6	Report of ecumenical relationships, if any
				7	Indication that the minutes have been read and approved by the presbytery or by its authorized committee prior to the presentation for peer review. <i>Robert's Rules*</i>
				8	Actions on exceptions to the minutes from the preceding presbytery assembly, if applicable

Meeting Date & Page #				Item #	Description
				9	The minutes of each calendar year will include the bylaws and standing rules of the presbytery, bound in the volume of the minutes
				10	Minutes shall be signed by the moderator of the stated clerk of the presbytery appearing at the end of the minutes of each meeting before any appendix, attachment or supplement

*\*When the next regular business session will not be held within a quarterly time interval (see p.89-90), and the session does not last longer than one day, and the session does not last longer than one day, or in an organization in which there will be a change or replacement of a portion of the membership, the executive board or a committee appointed for the purpose should be authorized to approve the minutes. The fact that the minutes are not then read for approval at the next meeting does not prevent a member from having a relevant excerpt read for information; nor does it prevent the assembly in such a case from making additional corrections, treating the minutes as having been previously approved (Robert's Rules, p. 475, Section 48).*

**EXCEPTIONS**

Item 4: The roll of “commissioners present or absent” is not included in the 2018 minutes for the 9/21/2018 and 12/4/18 meetings.

Item 8: No mention of “a full financial review of all financial books and records” is included on pages 53-58 or anywhere else in the 2018 minutes.

Item 12: “Indication that each lower council (session) records has been reviewed to determine adherence to G-3.0106” is not included in the 2018 minutes.

Item 14: The Child Protection Policy is not included in the Appendix.

Item 20: No record that “the guidance and communication of the synod and General Assembly are considered and that any binding actions are observed and carried out” is included in the 2018 minutes.

Item 25: A roster of former members of the Permanent Judicial Commission is not included in the 2018 minutes.

**COMMENTS**

See notations above.

**REVIEWED BY:** Gerry Tyer

**Date:** 7/29/19

**EXCEPTIONS**

Note: some page numbers did not correspond

- #5-p. 271
- #6-p. 271

**COMMENTS**

Index should come at the end of the document

Note: some page numbers did not correspond

- #4-p. 272
- #5-p.278
- #7-p.213
- #9-p.281

Dates of electronic votes were not noted

**REVIEWED BY** Tracy Evans

**Date** 9/5/19

**EXEPTIONS**

- Item #4- June 16 meeting only listed those who were excused from the meeting
- Item #7 and more- use of asterisk is confusing. Does it correlate to a note?
- Item #8- Financial review not in 2018 minutes
- Item #9- No evidence of insurance
- Item #12- Records of lower councils not reviewed for adherence to G-3.0106
- Item #17- Actions on recommendations made to the presbytery by committees not in the minutes document. Found in the additional paperwork, but should be in minutes.
- Item #20- Did not find reference on p. 104 (or subsequent next few pages)
- Item #23- Actions referenced in September meeting (p.95, p. 96) appeared to be actions of the presbytery, not actions taken by the entities/commissions/council.
- Item #25- Roster not included

**COMMENTS**

- Item #2- The entire volume needs page numbers
- Item #4- Did not find reference of Lord's Supper at September meeting
- Item #7- Minutes were not read in 2018

**REVIEWED BY** Tracy L. Evans

**Date** 9/5/19



**EXCEPTIONS**

1. #11- There was no identification of review of the records of lower councils.
2. #12- There was no indication that review of lower council records adhering to G.-3.0106
3. #14- There was no sexual misconduct or child protection policy
4. #19- No record of compliance in submitting Annual Statistical Report to the GA

**COMMENTS**

None

**REVIEWED BY** Tracy Evans

**Date** 9/5/19

Attachment E

EXCEPTIONS:

None

COMMENTS:

Item #2 - Page numbers were off due to the addition of the checklist at the beginning of the document.

Item #5 - Saw no reflection of the opportunity for nominations from the floor.

Reviewed by: Tricia Tedrow

Date: Sept. 9, 2019

Attachment F

## **THE COVENANT BETWEEN THE SYNOD OF THE SUN, THE PRESBYTERIAN CHURCH (U.S.A), AND TRINITY UNIVERSITY**

### **Preamble**

The Church affirms that the creating and redeeming God sustains all of life. That same God, as revealed in Jesus the Christ, calls humanity to love God and neighbor with heart, soul, strength, and mind. Taking seriously the life of the mind, the Reformed tradition continuously seeks to express this aspect of God's call in encouragement of and support for education. From the beginning of its presence on the North American continent, the Presbyterian branch of the Reformed tradition has committed itself to establishing church-related colleges and universities. Changing circumstances may call for new forms of relationship between the Church and its related colleges and universities, but the commitment itself remains consistent.

### **Historical Context**

The Cumberland Presbyterian Church established Trinity University in 1869 in Tehuacana, Texas, to serve and witness in the field of higher education. The Church called its educational enterprise "Trinity" because of the joint work of the three founding Synods, in the name of the Holy Trinity. Trustees were elected to operate the University. These Trustees were granted the direct control and management of the institution in accordance with the legislative act of August 13, 1870, adopting the original charter. The University was moved to Waxahachie, Texas, in 1902, and in 1906, with the union of the Cumberland Presbyterian Church and the Presbyterian Church in the U.S.A., the University became related to that united church. In 1942 Trinity was moved to San Antonio. The legal relationship between the Church and the University continued, through the Synod's authority to elect the Trustees, until the Board of Trustees became a self-perpetuating body in 1969 and entered a covenant relationship with the Synod of Texas of the United Presbyterian Church in the U.S.A. In 1983, with the reunion of the United Presbyterian Church in the U.S.A. and the Presbyterian Church U.S., the University retained its vital covenantal relationship with the reunited Church called the Presbyterian Church (U.S.A.) and a larger reorganized Synod of the Sun. The Synod and Trinity University are intimately bound to one another in common heritage and in contemporary witness. Each institution should express in structure its own integrity and its own distinctive mission. As each understands its own unique role, the mission of the other will be enriched and strengthened. The mission of each to the other will be hindered if the distinctive role of either is blurred or absorbed in that of the other. Trinity University and the Synod of the Sun of the United Presbyterian Church in the U.S.A. with the dissolving of legal ties, in 1969, declared themselves bound in a covenant of trust and mutual obligation, to which were added in 1983 and 1989 supplemental Statements of Understanding, further interpreting the Covenant Affirmation. The following is a revision of that Covenant and Statements of Understanding approved by the Trinity University Board of Trustees on September 13, 2019 and by the Synod of the Sun on {xxxx}.

## **The Covenant Affirmations**

- I. The Trustees of Trinity University, affirming their covenant relationship with God, enter into a covenant with their predecessors in office, with the Synod of the Sun of the Presbyterian Church (U.S.A.), and with each other to pursue the purpose for which Trinity University was founded and the mission for which it endures. This Covenant commits the Board of Trustees to the following:
  - A. That Trinity University shall recognize its birth and origin in the concern of the Presbyterian Church for the intellectual and spiritual growth of all people.
  - B. That Trinity University shall continue to express this concern of the Church in higher education by offering quality education committed to the wholeness of life interpreted and illumined by the Reformed tradition. And continue to be an institution in the tradition of the liberal arts and sciences with a balance between the humanities, fine arts, social sciences, and natural sciences, with the addition of limited and carefully selected professional degree programs, and with such other academic offerings as may seem to the Board of Trustees wise and proper in accordance with a continued goal for academic excellence.
  - C. That Trinity University shall continue to recognize its opportunity to provide leadership for the various aspects of the Church's life, to make available its facilities for meetings of the Synod, Presbyteries, and other church activities; encouraging University personnel to participate as their time permits and seek to provide to the Synod informational materials for the Synod's use in supporting Trinity University throughout the region.
  - D. That Trinity University shall administer faithfully funds given in trust for purposes related to the training of leadership for the Church and other specified or related purposes.
  - E. That Trinity University shall be nondiscriminatory and shall actively seek in all its policies diversity, equity, and intentional inclusion admitting qualified students and employing faculty and staff without restrictions as to race, color, religion, sex, age, national origin, disability, military/veteran status, sexual orientation, gender identity, or gender expression.
  - F. That Trinity University, through its Board of Trustees, shall nominate and elect its own trustees and shall continue its commitment to diversity, equity, and intentional inclusion without restrictions as to race, color, religion, sex, age, national origin, disability, military/veteran status, sexual orientation, gender identity, or gender expression.
  - G. That Trinity University shall be maintained and perpetuated to merit regional and national recognition for quality and leadership as it represents open and responsible education, an essential resource in a free society as well as a particular commitment of the Presbyterian Church (U.S.A.).

- H. That Trinity University shall seek to instill in its students the ideals of rigorous pursuit of truth, freedom of thought and investigation, and respect for differing opinions, including differences in religious beliefs and practices.
- II. The Synod of the Sun of the Presbyterian Church (U.S.A.), recognizing its covenant relationship with God, enters into a covenant with its predecessors and with the Trustees of Trinity University to pursue the purposes for which Trinity University was founded and for which it continues. This covenant commits the Synod to the following:
- A. That the Synod and the appropriate General Assembly agencies shall continue their interest in and support of Trinity University, and that Trinity University shall continue to be listed as a college related to the Presbyterian Church (U.S.A.).
  - B. That the Synod may provide appropriate resource persons to confer and to consult with representatives of Trinity University, including an advisor to serve as an ex-officio member of the Board of Trustees. And may provide as desired by the Board of Trustees a report on the current work and ministry of the Synod of the Sun.
  - C. That the Synod shall encourage financial support from individuals, churches, and presbyteries to Trinity University.
  - D. That the Synod shall continue to support the University, its faculty, students and administration with its prayers; and through its presbyteries and churches shall provide opportunities for Presbyterian youth to learn of the educational opportunities available at Trinity University, and that particular encouragement will be extended to persons interested in church-related professions.

### **Statements of Understanding**

- I. Trinity University's understanding of its commitment to the Covenant is expressed through the following intentions:
  - A. Persons elected to Trinity University's Board of Trustees shall support the University's covenantal relationship with the Synod as represented by this Covenant and the Board shall include concern for church relations and religious life in the work of one of its committees.
  - B. Trinity University shall make an annual report available to the Synod of the Sun furnishing the Synod with materials relating to its mission and progress.
  - C. There shall be a report, review, and, if necessary, revision of this Covenant every six years.

- D. The University through its programs and services will continue to show concern for the Church and religious life. This will occur in numerous ways including its ongoing contact with the Synod and other parts of the Presbyterian Church; the maintenance of a full-time endowed University Chaplain; a robust and diverse religious studies department; opportunities for vocational discernment; lectures for the enrichment of the spiritual life of the campus and broader community; active involvement in the Association of Presbyterian Colleges and Universities; and further cultivation of relationships with individuals, and where appropriate, with congregations and governance structures of other expressions of faith and also with other denominations closely linked by historical and ecumenical relationships to the Presbyterian Church (U.S.A.).
- II. The Synod of the Sun of the Presbyterian Church (U.S.A.) understands its commitment to the Covenant through the following intentions:
- A. The Synod of the Sun, through its appropriate representatives, may suggest the names of persons who could ably serve on the Board of Trustees who would be supportive of the covenant relationship.
  - B. The Synod of the Sun will seek to continue to find ways to support the University as it articulates its vision, mission, interests and concerns, and provide shared reporting about Trinity University to its constituencies.
  - C. The clergy and members of the Synod shall be urged to be advocates for church-related colleges and universities to high school students and their parents, and will especially make known the resources of the University for those interested in religious studies and pre-seminary education.
  - D. The Synod shall serve as a resource to the University for the recruitment of minority members to the University community (student body, faculty, staff, and the Board) and shall encourage the University in its striving towards diversity, equity, and intentional inclusion.
  - E. The Synod shall work with the Presbyterian Church (U.S.A.) and Trinity University to support mutually beneficial efforts to utilize the Presbyterian scholarship program.

Nothing in this statement or generally in the relationship of the University and Synod shall be interpreted so as to infringe upon the integrity and freedom of the faculty and administration in the pursuit of truth, nor shall the autonomy of the University's internal policies and procedures be compromised by any religious requirement or restriction.

This covenant was reviewed in 2019 and shall be reviewed again in the year 2025 by a covenant review team of representatives from the University and the Synod.



## REPORT TO SYNOD OF THE SUN

October 31, 2019

### Synod Sunday 2019

#### Synod Sunday 2019 Team

Emily Laurel, Chair; Carol Davis; Shelley Hernandez; Thomas Riggs, Staff Resource.

#### Recommendations

- Continue to observe Synod Sunday on the fourth Sunday of August, with the expectation of adding to the information being provided by Synod on the Synod's web site as noted in the Comments section.
- Provide a professionally created YouTube video to publicize the work of the Synod to be put on the Synod web site and used for future Synod Sunday celebrations.
- Request the EP Forum members consider sending a poll or questionnaire to their congregations before the 2020 Synod Sunday event to encourage their churches to commit to “doing something!”
- Provide a detailed grants and scholarships listing to each presbytery that has participated in the Synod Grants and Scholarships Commission mission grant program. The listing illustrates in dollars and cents that Synod is providing concrete assistance to each participating presbytery.
- Further explore ways to better communicate with presbyteries and their individual congregations about what they did for Synod Sunday, so what worked (or didn't work) can be shared with everyone—and thus encourage more creative ways of educating our congregations about the Synod of the Sun.

Although there is no reporting mechanism set up to provide specific feedback, Synod Sunday 2019 team members reported on activities in their individual congregations.

#### Presbytery of Arkansas

First Presbyterian Church, Benton, AR. Emily Laurel reported that she led worship on Synod Sunday 2019 at her home church in Arkansas. Her sermon, order of service, and a brochure she created called *Balm for the Soul* are available through Dropbox. During her sermon Emily emphasized how the Synod's grants and scholarships program has benefited the people of the Presbytery of Arkansas through an itemized listing of mission grants with dollar amounts awarded in recent years.

#### Presbytery of New Covenant

Spring Branch Presbyterian Church. Carol Davis reported that Spring Branch Presbyterian Church noted Synod Sunday in their bulletins and included the Synod Sunday photographs and information as an insert in the bulletins. During the time usually devoted to Moment for Mission, the Ministries Coordinator and Carol alternated reading the script from the Synod's web site about each photograph as it was shown on our sanctuary screens. Carol also gave the Micah scripture and talked about that. One church members who does the children's “Time for Young Disciples” in the service used one of Mary Marcotte's examples from the Synod web site.

Heritage Presbyterian Church. Shelley Hernandez reported that she led worship at her home church in Houston, Texas. During her sermon, Shelley focused on her experiences with Synod's recent activities on the Texas/Mexico border.

**Synod of the Sun.** Communications Services Provider Thomas Riggs reported that he sent out information to all who requested it and provided regular reminders using social media to all presbyteries participating in the Synod Communications Plan.

### **Comments**

In planning for 2020 Synod Sunday, Carol suggested that we add to the materials created by Mary Marcotte. She suggested we contact Jenna Campbell (Jenna28@gmail.com), the current president of SCRAPCE, South Central Region Association of Presbyterian Church Educators, to request that she either write something on Synod Sunday for children or suggest others who might do this. She is Director of Children and Youth Ministry at FPC in Stillwater, OK.

*Submitted by Emily Laurel, Chair*



Empowering Committee  
Met August 28-29, 2019

We met over two days and had conversations with people from each of the following Networks.

- Commissioned Pastors' Network – Nanette Cagney

There is a steering committee putting together a conference for Commissioned Pastors which will feature our two co-moderators as keynote speakers. It will be held on May 13-16, 2020 at Canyon Creek Presbyterian Church in Richardson, Texas.

- Disaster Network – Christina Drake

The Disaster Network is at a standstill. Each of the PDA staff in South Louisiana Presbytery, Mission Presbytery, and New Covenant Presbytery are working within the bounds of those presbyteries to do recovery work. The conversation centered around how to spread the network to the entire synod, and how we might expand the focus to include preparedness/resiliency in addition to response/recovery. The question is how might each church make itself a resource to its community in the case of a disaster. There is a congregational training manual, [Prepare to Care: Guide to Disaster Ministry in Your Congregation](#), that could be used by presbyteries in training to help congregations prepare to be a community resource in times of disaster. Christina has been doing a "Church Engagement Tour" in Southern LA that could be a model for other presbyteries.

- Empowering Women Network – Natalie Bell

There is a retreat for clergy women that is ready to launch – Women's Resilience in Ministry. The Network needs clergy women from other presbyteries so that a date might be decided on in conjunction with Mo Ranch. Mission Presbytery contributed part of the funds to resource this retreat/network, so a rep from that presbytery would be especially helpful.

- African American Ministry Network – Alford Branch

This network has been inactive for many years due to neglect, miscommunication, and mistrust. We're not sure if there are any folks who want to reinvigorate the network, or if any of the "old guard" are left that can give us history. Rev. Branch is going to reach out and we will be in touch to see what he discovers.

- Synod Youth Conference – Gary Holloman

We heard a report on the 2019 SYC. There was discussion about how many presbyteries send youth to the conference and how we might create a wider range of participation. Dates for the 2020 SYC are July 13-18 at Tulsa University.

- Faithful Action in Climate Change Network – Deb Meinke

The website is being retooled. Deb is retiring, and there is not much network left. There are churches who could be connected who have certification. There is an active group in Houston. They have a presence at General Assembly in 2016 and 2018.

- Hispanic Ministries Network – Jesse Gonzalez

Texas is the only state with Hispanic ministry (except Palo Duro Presbytery); there is none in OK, AR, or LA. They hold an annual meeting and are supported in part by Austin Seminary. We could provide financial assistance, especially to help folks attend the annual meeting. Jesse feels they are kind of on life support. Need more conversation about how we might specifically be of help.

- Oklahoma Presbyteries Network – Gordon Edwards

The OPN provides connection and conversations between the presbyteries in Oklahoma, and strengthens the presence of presbytery in Oklahoma. There was a web meeting about the opioid crisis that many from OK participated in, and there is an event planned for Matthew 25 churches.

Submitted by Tracy Spencer-Brown

MID COUNCIL LEADERS GATHERING

# Co-Moderators announce plans for new conference for commissioned lay pastors/ruling elders

*Spring gathering to take “deep dive” into empowering commissioned pastors*

*Rick Jones | Office of the General Assembly - October 19, 2019*

BALTIMORE



The Reverend Cindy Kohlmann, Co-Moderator of the 223rd General Assembly (2018) of the PC(USA) speaks at the Mid Council Leaders Gathering in Baltimore. *Photo by Rick Jones.*

The Co-Moderators of the 223rd General Assembly (2018) of the Presbyterian Church (U.S.A.) believe it's time to take a deep dive into training commissioned pastors. Ruling Elder Vilmarie Cintrón-Olivieri and the Rev. Cindy Kohlmann have announced a new training conference to be held next spring.

The "Empowering Commissioned Pastors' Conference" will be held May 13-16, 2020, in Richardson, Texas, and will be sponsored by the Commissioned Pastors' Network of the Synod of the Sun. Kohlmann announced the conference during a presentation at the Mid Council Leaders Gathering in Baltimore.

"I'm wondering if it's time or even past time for us to do a deep dive and take a hard look to compare the things we value in the preparation process for ordained ministers against the things that are needed in the 21st century for churches that want to be faithful but aren't finding the pastors," she said. "Is it time to bring people together from seminaries, mid councils, and churches to talk about what ministry needs to look like and preparation for ministry? Is it time to talk about preparing people for part-time vocational ministry?"

Kohlmann says part-time pastors face the stress of time and service while holding down other jobs, leaving little time to prepare a sermon and be present for their congregations.

"Is it time or past time for us to unravel tradition and history and begin to create a new Vision 2020 for pastoral leadership?" she asked. "One of the ways we are doing that together is through commissioning ruling elders. We have amazing pastors who are growing congregations that we thought were ready to be closed. Maybe we need to do a deep dive around that as well."

Kohlmann is hoping the conference will find the same professional and financial support of other national conferences such as the Mid Council Leaders Gathering.

"It will be a rich, rich time, focusing on empowering the people we are trusting with the heart of our denomination because the heart of our denomination is small churches who are loving their neighbors," she said. "Let's empower and equip the people who are empowering and equipping those congregations."

[ 한국어 (/news/2019/10/21/co-moderators-223rd-general-assembly-2018-kor/) ]

**AUTHOR:** Rick Jones | Office of the General Assembly

**DEPARTMENT:** None

**LANGUAGE:** English

**AGENCY:** Office of the General Assembly

**TAGS:** cindy kohlmann (/browse/news-post/tag/cindy%20kohlmann/), co-moderator (/browse/news-post/tag/co-moderator/), mclg (/browse/news-post/tag/mclg/), mid council leaders gathering (/browse/news-post/tag/mid%20council%20leaders%20gathering/), moderator (/browse/news-post/tag/moderator/), vilmarie cintrón-olivieri (/browse/news-post/tag/vilmarie%20cintr%C3%B3n-olivieri/)

**TOPICS:**

**Equipping Committee  
Synod of the Sun  
October 31, 2019**

**Members of committee:**

Christianne Chase, Edith Hill, Stephen Hill, Jesse Gonzalez, David Stipp-Bethune, Ron Sutto

**Communication Services Plan**

The Communication Services Plan, offered by the Synod of Sun, is a cost-effective way to use online platforms such as website, social media, e-mail.

When Presbyteries engage the community across multiple platforms in a cost-effective manner, they are in a position to reclaim and redeem the word “church” to be a community of friends who welcome without condition, serve the community as a neighbor, and advocate fiercely for the oppressed.

Additionally, presbyteries are in a unique position to nurture and care for their constituents (elders, deacons, members, ministers) by relating not only relevant information, but also by the simple act of care and tending, via different electronic platforms, thus providing an additional component of pastoral care.

**Current clients**

- Presbytery of Arkansas
- Mission Presbytery
- Presbytery of the Pines
- Presbytery of Southeastern Illinois
- Presbytery of South Louisiana
- Eastern Oklahoma Presbytery
- Missouri Union Presbytery
- Indian Nations Presbytery
- Presbytery of the Twin Cities Area
- Presbytery of Boise

**EP Forum**

From its very beginnings the EP Forum has been the gathering place for presbytery executives in the synod. The forum, which generally meets quarterly, serves as an information sharing, issue clearinghouse, problem sharing and problem solving, collegial support entity. For quite a while the forum was static in its membership. Over the past two years and continuing into the next year the membership has significantly changed. Of the eleven presbyteries in the synod, executive leadership has changed for eight of them over the past five years. Arriving in 2019 were Tim Blodgett in Eastern Oklahoma, Lynn Hargrove in New Covenant and Mike Thompson in Grace.

The Forum provides support and leadership to special events of the synod, like the recently concluded Leadership Summit, held in DeSoto in August. Members of the forum sit on various agencies, committees and commissions of the synod. EP Forum leadership is selected on a revolving basis, generally by alphabetical listing of presbytery name. The moderator of the EP Forum for 2019 is Rev. Dr. Ron Sutto of the Presbytery of South Louisiana.

### **Presbytery Leadership Summit**

The Presbytery Leadership Summit was held in DeSoto Presbyterian Church in DeSoto, TX on August 16-17, 2019. The keynote speaker was Shavon Starling-Louis, cochair of NEXT Church.

## Current CSP Partners

<b>Presbytery of Arkansas</b>	Website, Social Media, Blog (Facebook, Twitter, Instagram, LinkedIn)
<b>Mission Presbytery</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Presbytery of the Pines</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Presbytery of South Louisiana</b>	Website, Social Media (Facebook, Twitter, Instagram)
<b>Eastern Oklahoma Presbytery</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Indian Nations Presbytery</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Presbytery of Southeastern Illinois</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Missouri Union Presbytery</b>	Website, Social Media, Newsletter (Facebook, Twitter, Instagram)
<b>Presbytery of the Twin Cities Area</b>	Social Media, Newsletter (Website coming in 2020) (Facebook, Twitter, Instagram, LinkedIn)
<b>Presbytery of Boise</b>	Website (Newsletter coming in 2020)



**SYNOD of THE SUN****Personnel Committee Report to the 2019 FALL Meeting of the Synod of the Sun,  
October 31<sup>st</sup>, 2019, at First Presbyterian Church of McAllen, Texas.**

**Dear Commissioners,**

Since the Synod's Spring Meeting Personnel Committee had met via Zoom Videocalls on April 30, June 25, August 27, September 24, and October 14.

We have dealt with business items such as: Thom Riggs' Evaluation, 2020 Board of Pensions Benefits, Approving Vacation time for both Valerie and Thomas, endorsing Valerie's Sabbatical proposal.

The Committee has been aware of the hiring of a contracted college student to help with the Communications Services.

The Committee is, at present, developing a Staff Annual Evaluation Procedure to comply with this administrative good practice. It is our goal to have it place by the Synod's 2021 Spring Meeting.

**ITEMS for Business:**

- 1) Re-election of Ernest Higginbotham as Synod Assistant Stated Clerk**
- 2) Approval for Valerie Young's 2020 Sabbatical & Continuing Education proposal.**

**Sabbatical Proposal**

My central purpose in taking a 3-month (July 20-Oct 31) Sabbatical is for personal renewal in life and ministry. It is planned in the interests of stewarding my life and ministry well for the sake of God's Kingdom. (Constitutes 3-month sabbatical, plus 2 weeks of vacation time)

I believe Sabbath is a Biblical principle that I am called to observe in life. I am aware that a significant number of Christian leaders with people related ministries and personality types similar to mine, experience significant burnout in midlife. While I am not feeling like burnout is imminent for me, I do recognize the need to be proactive about this and spend time putting ministry aside in order to serve the Kingdom of God more effectively when I begin again.

Consequently, personal and ministry renewal is my priority for this period. I recognize the need to be intentional about this and not just 'let' things happen. This intentionality is the creation of space and time for God to work and for me to walk with God's agenda.

I am conscious of laying aside my normal pattern of ministry.

It is my intention, to return to my role as Synod Leader & Stated Clerk for the Synod of the Sun on November 1, 2020 for the full commitment of my contract, at a minimum, in 2022.

There are four areas of observance of the Sabbatical period I would like to commit to.

### **1 Ceasing Ministry**

**a)** My 2020 (February) Continuing Education time will be an opportunity to "practice" these arrangements and make changes or additions as needed in preparation for my sabbatical time.

**b)** My normal ministry will cease from July 20 to Oct 31, 2020. Consequently, I will notify all organizations and people who carry expectations of my availability and I will decline all invitations to visit, speak, or preach in my capacity as Synod Leader & Stated Clerk during that time. **c)** There are exceptions only in the event of an emergency situation. **d)** In order to place a physical boundary around ceasing ministry, I will close my office by July 17, 2020. **e)** I will make arrangements for specific emails to be forwarded to: **i)** Thomas Riggs for invoices payable, Grants & Scholarships, administrative requests; **ii)** Synod Moderator/CT Chair for synod committee business; **iii)** Ernest Higginbotham, Assistant Stated Clerk for presbytery consults, searches, visits, etc.; **iv)** personal material through to me at home (valerieyoung6408@gmail.com) **f)** Ernest Higginbotham, Assistant Stated Clerk has agreed to be present and available for resourcing synod committees, visiting presbyteries, and any work of the Stated Clerk required. Ernie will also visit the synod UPS mailbox once a week, sending appropriate paperwork to Thomas and depositing checks to Chase bank as needed.

**g)** Thomas will enter deposits and complete payables tasks on a regular basis, sending those to Ernie for review according to GAP (General Accounting Principles) **h)** Synod Moderator, with the help of the Coordinating Team, and the Assistant Stated Clerk will plan the agenda and all aspects of the November Synod Assembly. Thomas Riggs will work with them to arrange for logistics, and it is expected that the entire Coordinating Team will assist in any way possible. **i)** Staff will meet at 11 am on November 2, upon my return. I expect that we will spend several hours catching me up on work that has transpired. **j)** The Synod Coordinating Team will meet at least a FULL DAY in advance of the Synod Assembly to debrief my time away and their experiences.

**2 Rest, Recreation, and Learning a)** Over the Sabbatical period, I will be seeking to allow time for the re-creation of energy for ministry. Specifically, I need time cultivating spiritual health, intellectual health, physical fitness and emotional health as well as opportunity for continued learning. **b)** I will dedicate the first few weeks to rest and decompression. Many colleagues have shared that it can take as long as two weeks to separate oneself mentally and emotionally from the ministry. I will use this time to: **i)** Reconnect and explore with family **ii)** Gardening, Exploring and taking care of long neglected tasks **iii)** Preparation to be "on the road" for an extended period of time **c)** I will spend significant time during the sabbatical reading and studying the Enneagram. I have applied for a yearlong Cohort which will hold one of its 3-day meetings in August. <https://www.lifeinthetrinityministry.com/about-1> **i)** The program is from Life in the Trinity Ministry, founded and operated by United Methodist Ministers. If I am not accepted into the

Cohort, there are many workshops, podcasts and books I can use to further my study. **ii)** My hope is to dig deeper into the calling to serve, to understand myself and others better, and to develop a deeper level of compassion. **iii)** The course requires homework involving spiritual disciplines, additional reading, and opportunities for personal observation. **iv)** Cost of the yearlong Cohort, \$2,000. **v)** Located in Dallas, TX. No travel funds requested/needed. **d)** I will dedicate significant time to reading publications about leadership and faith formation, as well as Native American history. **e)** I will be traveling the Trail of Tears National Historic Trail, visiting museums and other points of interest along the route. <https://www.nps.gov/trte/planyourvisit/passport-to-your-national-parks.htm>

**3 Embracing** I see Sabbatical as an opportunity to reflect on my life and weed out aspects that hinder my growth and embrace or ‘seed in’ new areas of life and ministry. I hope to spend time reflecting on:

**a) My Calling** – Mission and Vision – I would like to explore more of my history and personality, calling and mission. I would like to reflect on my phase of leadership and focus in ministry. Included in this is reviewing, exploring and rebuilding my philosophies of ministry, leadership, and life through study of the Enneagram. **b) My gift of artistic expression** – I hope, time willing, to take additional classes and opportunities for exploring new methods of expression through paint and mixed media. **c) Our family relationships** – I would like to grow in my relationship with my husband. My ministry has us frequently separated and constantly working toward the next thing on my calendar in my role as Synod Leader. I would like to grow more in my relationship as a wife. I want to reflect on and grow in my ways of relating as a wife and a mother of a grown child with a child of her own.

**4 Celebrating** I see this sabbatical as an opportunity to celebrate and give thanks to God through appreciating the good things he has given. **a)** I would like to celebrate God’s grace and care in significant ways. **b)** I would like to be able to make expression of gratitude to God part of my daily living through new and regular practice. **c)** I would like to find ways to celebrate God’s good gifts of creation, music, family, friends, community, food, etc. **d)** I would like to celebrate my 15 years of ministry with the Synod of the Sun in a meaningful way.

**5 Reporting and Sharing** I am committed to collecting my reflections and learning into a report which I would like to present on my recommencement. This will outline how the time has been used, what I have learnt and any new directions I feel called to explore.

Signed  
Date

**Yours in Christ,**  
**Rev. Jesús (Jesse) González**  
**Personnel Committee Chair**

Cc: Denise Haley, Lorinda Sealey, Kim Rodrigue, Sallie S. Watson, Elizabeth Brinegar

Welcome to the Synod Representation Report Survey  
Year: 2018

Survey Created: Sept. 29, 2019, 4:47 p.m.  
Survey Last Modified: Oct. 13, 2019, 11:14 a.m.



## COMMITTEE ON Representation

<b>Synod</b>	<b>The Sun</b>
<b>Pin #</b>	400
<b>Role:</b>	

Full contact information for the Chair/Moderator/Synod Leader for Representation for the Synods Committee on Representation or equivalent body:

<b>Name</b>	<b>BRUCE GOODLOCK</b>
<b>Address</b>	1602 FM 1781 Rockport, Tx 78382
<b>Email</b>	brucegoodlock@att.net
<b>Phone Number</b>	3617903612

Synod COR chairperson's beginning and ending term (month/year)

<b>Beginning</b>	1/2015
<b>Ending</b>	12/2020

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018

**Gender and Ordination Status:**

#	Unit/entity	T Total	Male T E	Male R E	Male Other	Female T E	Female R E	Female Other
1	Synod PJC	11	4	3	0	1	3	0
2	Synod Executive Cmte (Council)	8	3	1	0	2	2	0
3	Synod COR	3	0	1	0	0	2	0
4	Synod Nom Cmte	8	3	1	0	2	2	0
5	Synod Commissioners	17	3	4	0	4	6	0
6	Synod Staff	2	0	1	0	0	1	0
7	Commissioners At-Large	4	2	0	0	0	2	0
8	SOSPF Board	11	4	2	0	1	4	0
9	Grants & Scholarships	6	1	1	0	1	3	0

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018

**Race/Ethnicity:**

#	Unit/entity	T Total	AS Asian/Pacific Islander/Native Hawaiian	B Black/African American	AF African	H Hispanic/Latinx
1	Synod PJC	11	1	0	0	1
2	Synod Executive Cmte (Council)	8	0	0	1	1
3	Synod COR	3	0	1	0	0
4	Synod Nom Cmte	8	0	0	1	1
5	Synod Commissioners	17	0	0	0	0
6	Synod Staff	2	0	0	0	0
7	Commissioners At-Large	4	1	0	1	1
8	SOSPF Board	11	0	0	1	0
9	Grants & Scholarships	6	0	0	0	1

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018

**Race/Ethnicity (continued):**

#	Unit/entity	T Total	NA Native American/American Indian/Indigenous	ME Middle Eastern/North African	W White/European American	M Multiracial	O Other
1	Synod PJC	11	0	0	4	0	5
2	Synod Executive Cmte (Council)	8	0	0	6	0	0
3	Synod COR	3	0	0	2	0	0
4	Synod Nom Cmte	8	0	0	6	0	0
5	Synod Commissioners	17	1	0	16	0	0
6	Synod Staff	2	0	0	2	0	0
7	Commissioners At-Large	4	1	0	0	0	0
8	SOSPF Board	11	0	0	9	0	1
9	Grants & Scholarships	6	0	0	5	0	0

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018

**Ability:**

#	Unit/entity	T Total	DNA Persons w/ disability requiring NO accommodation(s)	DRA Persons w/ disability requiring accommodation(s)	ND Persons with NO DISABILITY	Not Reported
1	Synod PJC	11	0	0	0	11
2	Synod Executive Cmte (Council)	8	0	0	0	8
3	Synod COR	3	0	0	0	3

4	Synod Nom Cmte	8	0	0	0	0	8
5	Synod Commissioners	17	0	0	0	0	17
6	Synod Staff	2	0	0	0	0	2
7	Commissioners At-Large	4	0	0	0	0	4
8	SOSPF Board	11	0	0	0	0	11
9	Grants & Scholarships	6	0	0	0	0	6

Synod Staff, Committees, Boards, Organizing Bodies, Working Groups, and Cabinets: 2018

Age:

#	Unit/entity	T Total	Y ≤25	YA 26-35	A1 36-45	A2 46-55	MA 56-64	SA ≥65
1	Synod PJC	11	0	0	0	0	6	5
2	Synod Executive Cmte (Council)	8	0	0	0	0	4	4
3	Synod COR	3	0	0	0	0	2	1
4	Synod Nom Cmte	8	0	0	0	0	4	4
5	Synod Commissioners	17	0	0	0	5	6	6
6	Synod Staff	2	0	0	0	2	0	0
7	Commissioners At-Large	4	0	0	0	1	3	0
8	SOSPF Board	11	0	0	0	0	6	5
9	Grants & Scholarships	6	0	0	0	2	2	2

Narrative Section Questions:

Question 1 Response

Does your synod maintain a committee on representation?	Yes
---	-----

Question 1a and 1b Responses if Question 1 is Yes

How many persons serve?	3
What categories of membership are identified as important in your context? (Check all that apply.)	women
	persons of color
	geographic (each region within the synod)
Which particular race/ethnicities are included in your use of "persons of color" are identified as important in your context? (Check all that apply.)	Black/African American
	Hispanic/Latino/a
	Asian/Pacific Islander
	Native American (American Indian/Indigenous)

Question 1c Responses if Question 1 is No

Is there an alternative COR structure?	
--	--

If so, Please describe your alternative COR structure.	
Does the synod continue to do this work?	
If so, The synod assigned these functions to another body. (Select one.)	

Questions 2 - 16 Responses

How does your synod address the functions described in G-3.0103? (even if you do not have a committee on representation)	COR has a representative on nominations and council leadership
How often did your Synod COR (SCOR) meet in 2018?	Once a year
How are your Synod COR (SCOR) meetings conducted? (Check all that apply.)	Face-to-face
How often did the committee make a report to the Synod in 2018?	Once a year
What form did the committee's report take?	Written
How does the Synod demonstrate it has "procedures and mechanisms for promoting and reviewing [the Synod's] implementation of the church's commitment to inclusiveness and representation" (G-3.0103 and F-1.0403)?	COR on nominations and council leadership, annual report to synod and to GA
How often is the plan (or means of demonstrating "procedures and mechanisms for promoting and reviewing [the Synod's] implementation of the church's commitment to inclusiveness and representation" reviewed)? (Select one.)	Once a year
How often is the plan (or means of demonstrating "procedures and mechanisms for promoting and reviewing [the Synod's] implementation of the church's commitment to inclusiveness and representation" revised and/or updated? (Select one.)	Every 3 years
How is the Synod COR involved in the reviews of the "procedures and mechanisms" and the Synod's implementation of the "commitment to inclusiveness and representation?"	reports to synod and to leadership council
What were the committee's goals for 2018? (List the two most important goals.)	Goal A: seek out diverse representation Goal B: increase the number of minority representatives
How well was Goal A achieved during 2018? (Select one.)	Somewhat Achieved
How well was Goal B achieved during 2018? (Select one.)	Somewhat Achieved
What will the committee's goals be for 2019? (List the two most important goals.)	Goal A: gather information on age and disability categories of servants Goal B: review synod procedures and practices regarding representation
Which of the following statements are true concerning the relationship between your synod's COR and your Synod's nominating committee? (Check all that apply.)	In 2018, at least one member of the synod nominating committee is also a member of the synod COR.
Has the work of the Synod's COR had any impact in the past 2 years in increasing the diversity among the leadership of the synod's committees?	Yes
If yes, Please describe the impact.	synod seeks to balance gender/elder and ethnic representation
If yes, Please let us know to what you attribute your success.	synod leadership buys into representation as important
If no, What are the challenges faced by the Synod's COR?	
If no, What plans does your Synod's COR have for increasing its effectiveness?	



What were the joys and satisfactions of the Synod's COR's work during 2018?	slight advances in representation of minorities
What were the disappointments and frustration of the committee's work during 2018?	difficulty finding COR members
Which Presbyteries in your Synod had a COR in 2018? Presbyteries selected here will not show up in the following 2 questions.	
Which Presbyteries in your Synod merged COR functions with another body?	Mission
Which Presbyteries in your Synod do not have a COR or any body assigned the functions?	
If there are Presbyteries in your Synod without a COR, what reason(s) have been given for not having one? (Check all that apply.)	Other (please specify) -> not sure
What is the relationship of the synod COR (SCOR) with the presbytery CORs (PCOR)? (Check all that apply.)	Other (please specify) -> none
What education and training opportunities has your COR provided in the last year? (Check all that apply.)	None
Who was the audience? (Check all that apply.)	
How might GACOR or OGA help your synod COR (or responsible body) to fulfill its responsibilities?	pray for us and our work

Report submission details

Report submitted by	BRUCE GOODLOCK
Submitter's Email	brucegoodlock@att.net
Submitter's Phone Number	

Declaration of Completion

The Synod Of	The Sun
Survey Received	2019-10-31
Location	McAllen, Texas

## Coordinating Team Year End Report for 2019

As the Year 2019 was just beginning, the Coordinating Team was just beginning to “connect”, as we gathered at Mo-Ranch for a Leadership Retreat. We began each time together “checking in”, where we each had the opportunity to share what was on our heart and mind with the group. It was a safe space and as our time together grew longer, our trust of one another and our confirmation of our unified Call grew. It was an amazing God-filled experience. We spent much of our time looking at the New Vision Plan we would be living into and there was a lot of excitement around the group for what God would be doing within the Synod of the Sun. As the year continued, we began each of our monthly meetings, “checking in” before any business was discussed.

Items Approved by the Coordinating Team:

1. Approved Mileage Rate for 2019
2. Approved new bank signers for all Synod of the Sun Accounts and Synod of the Sun Investment Accounts
3. Approved Assembly Offerings for both Spring and Fall, 2019
4. Synod Insurance was reviewed and recommended to stay with current Carrier
5. Approved a delegation from Synod to visit the El Paso/Juarez Border
6. Approved/Endorsed Valerie Young’s Sabbatical Proposal
7. Approved a request for a \$5,000 Grant for disaster relief for a Church in PNC
8. Approved accepting the Synod of the Sun Audit Review
9. Each Meeting spent time reviewing the Budget
- 10 Each Meeting spent time discussing Nominations
- 11 Each Meeting spent time discussing the IMAGINE:Compassion Event

Items Approved by the Coordinating Team to bring to the Assembly:

1. Updated Expense/Reimbursement Policy
2. Preliminary Budget & Financial Reports
3. Synod of the Sun Audit Review for “Receiving”
4. Nominations
5. Overture from Cimarron Presbytery
6. Insurance Review

We are very excited to see what God shows us and who God sends to the IMAGINE:Compassion Event.

Thank you to our Staff, our Leadership, our Commissioners. It was an honor and joy to serve as Chair of the Coordinating Committee.

Presented this Day, October 15, 2019.

RE Shelley Hernandez, CT Chair

### Reimbursement Guidelines

1. The Synod of the Sun is committed to good stewardship in selecting meeting sites and locations. It reimburses reasonable and necessary expenses to those who attend approved functions of the Synod. The Synod of the Sun also expects those who attend to practice good stewardship in regards to expenses that might be incurred and reimbursed to them.
2. Reimbursement is made for lowest airfare (*reasonable price status with one checked bag*), mileage or rental (plus gas) – whichever is lower. Auto mileage is for personal vehicles and is reimbursed at the rate of 25 cents per mile plus 5 cents per person for each of the first two additional passengers.
3. Housing:
  - a. Economical and convenient locations are to be used when possible.
  - b. Normally, the Synod office plans for meeting rooms, hotel, and meals.
  - c. Normal practice is to house two persons to a room. Participants may choose to pay one half the cost of a room in order to have single occupancy.
4. Synod reimburses up to \$40 per event for expenses such as food, tips and other necessary travel expenses aside from airfare or mileage. Alcohol is not to be included. Expenses are to be for the individual only, not a group.

### Dependent Care Policy

A. Commissioners/Attendees may include the cost of dependent care under the following circumstances:<sup>[1]</sup><sub>[SEP]</sub>

- The dependent is a child under the age 18 or an adult dependent requiring care, and is the responsibility of the commissioner/attendee;<sup>[1]</sup><sub>[SEP]</sub> The care replaces that which is normally provided by the commissioner/attendee or supplements care at the assembly;
- The expenses do not exceed \$400 per dependent or \$200 per additional dependent.

B. Acceptable expenses may include, but are not limited to:

- Employment of a part-time sitter at the commissioner/attendee's home or at the assembly;<sup>[1]</sup><sub>[SEP]</sub>
- The cost of care at a child or adult care center over and above that which is ordinarily<sup>[1]</sup><sub>[SEP]</sub> incurred when the commissioner/attendee is at home;<sup>[1]</sup><sub>[SEP]</sub>
- The cost of transporting a family member or other trusted person to the commissioner/attendee's home or to the assembly to provide dependent care;<sup>[1]</sup><sub>[SEP]</sub>

C. Notice and Approval from the Synod office prior to the assembly of this need by the commissioner/attendee.

*If out-of-pocket expenses will prove a deterrent to your attendance of a synod assembly, please contact synod staff in advance for assistance with booking travel.*

**NOMINATING REPORT  
October 2019**

<u>WHITE:</u>	<u>Currently serving</u>
<u>GREEN:</u>	<u>Vacant position</u>
<u>YELLOW:</u>	<u>Nomination for election</u>

**PRESBYTERY MEMBER ABBREVIATIONS**

-- Arkansas	NC -- New Covenant
C -- Cimarron	PD -- Palo Duro
EO -- Eastern Oklahoma	P -- Pines
G -- Grace	SL -- South Louisiana
IN -- Indian Nations	TR -- Tres Rios
M -- Mission	A-L -- At Large

**DEMOGRAPHICS KEY**

[Term; Status; Ethnicity; Age category]

<b>Term</b>	<b>Ordination</b>	<b>Ethnicity</b>	<b>Age Category</b>
<b>1</b> First	<b>FE</b> Female Elder	<b>As</b> Asian	<b>Y</b> ≤ 25
<b>2</b> Second Consecutive	<b>FM</b> Female Minister	<b>B</b> Af. Am	<b>YA</b> 26-35
<b>3</b> Third Consecutive	<b>MR</b> Male Elder	<b>Af</b> African	<b>A</b> 36-45
	<b>MTE</b> Male Minster	<b>HL</b> Hisp/Latino	46-55
		<b>NA</b> Native Am	56-64
		<b>ME</b> Mid Estrn	66-75
		<b>W</b> White/Euro.Am.	Over 75
		<b>K</b> Korean	

**SYNOD COMMITTEE ON REPRESENTATION**

*The Synod shall elect a Committee on Representation consisting of six members, each serving a three-year term. The committee shall consist of three classes except where initial classes of one- and two-year terms are necessary to establish regular rotation. Committee members shall be elected to no more than two consecutive terms.*

*The Committee on Representation shall consist of equal numbers of men and women representing a minimum of 4 presbyteries. A majority of the members shall be selected from the racial ethnic groups within the Synod.*

**G-3.0103 Participation and Representation**

The councils of the church shall give full expression to the rich diversity of the church’s membership and shall provide for full participation and access to representation in decision-making and employment practices (F-1.0403). In fulfilling this commitment, councils shall give due consideration to both the gifts and requirements for ministry (G-2.0104) and the right of people in congregations and councils to elect their officers (F-3.0106).

Each council shall develop procedures and mechanisms for promoting and reviewing that body’s implementation of the church’s commitment to inclusiveness and representation. Councils above the session shall establish by their own rule committees on representation to fulfill the following functions: to advise the council regarding the implementation of principles of unity and diversity, to advocate for diversity in leadership, and to consult with the council on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403. A committee on representation should not be merged with another committee or made a subcommittee of another committee.

**Time Requirement:** *One meeting in the Dallas area, bi-monthly conference calls, and a biennial training session by GACOR in conjunction with the meeting.*

Pby	Class	Name	T	S	E	A	Address
M	2020	Bruce Goodlock	2	ME	W		Rockport, TX 78382
SL	2021	Lorinda Sealey	2				
	2020	<b>VACANT</b>					
	2021	<b>VACANT</b>					
NC	2022	Timothy Marquez	1	MM			
	2022	<b>VACANT</b>					

### SYNOD COMMISSIONERS AT-LARGE

3.1.2 Four commissioners (two ruling elders and two teaching elders from four different presbyteries) shall be elected as at-large commissioners to represent racial-ethnic constituencies. The Nominating Committee shall make recommendations for at-large commissioners at the fall stated meeting. At-large commissioners are elected by the Assembly.

Pby	Class	Name	T	S	E	A	Address
G	2020	Jesse Gonzalez	1	MM	H/L		Fort Worth, TX 76102
SL	2021	Bok Soon Egbert	1	FE	K		DeRidder, LA 70634
NC	2022	Isabel Rivera Velez	1	FM	H/L		League City, TX 77573
P	2022	Harry Cooper	2	MM	AA		Shreveport, LA
TR	2021	Ron Hankins	1	MM	AA		Odessa, TX
EO	2020	Arita Battiest	1	FM	NA		Broken Bow, OK 74728

### SYNOD MODERATOR

5.1 The officers of the Synod shall be the Moderator, Moderator-elect and the Stated Clerk.

5.2 The Synod shall elect one of its commissioners for a three-year term to be served as follows:

- first year as Moderator-Elect,
- second year as Moderator
- third year as Chair of the Coordinating Team.

5.2.1 In the event of a vacancy in any of the three positions, the Coordinating Team shall appoint someone to the position as Pro Tem, until such time as a nomination and election can take place.

*Synod of the Sun Bylaws adopted November 2015*

Pby	Class	Name	S	E	A	Address
A	2018-2020	Elizabeth Gabbard	FM	W		
IN	2019-2021	Mitch Miller	MM	W		
SL	2020-2022	Bok Soon Egbert	FE	K		DeRidder, LA

**2019 STANDING COMMITTEE LEADERSHIP**

4.1.1 The Moderator(s) and Vice-Moderator(s) of each standing committee is elected by the Assembly and Committee Moderators serve on the Synod's Coordinating Team.

Pby	SC	Name	S	E	A
M	Moderator, Representation	Bruce Goodlock	ME		
G	Moderator, Connecting	Sharon Curry	FE		
NC	V-Moderator, Connecting	Shelley Hernandez	FE		
G	Moderator, Equipping	Jesus Gonzales	MM	H	
P	V-Moderator, Equipping	David Stipp-Bethune	MM		
SL	Moderator, Empowering	Kim Rodrique	FM		
TR	V-Moderator, Empowering	Bill Rose	ME		
M	Moderator, Grants & Scholarships	Denise Haley	FE		
M	Moderator, Personnel	Denise Haley	FE		
A	Moderator, EP Forum	Stewart Smith	MM	W	

**SYNOD GRANTS & SCHOLARSHIPS COMMISSION**

*Charged with oversight, review, and award of grants & scholarships.*

*The Commission meets via conference call at least quarterly to review applications.*

*5 PCUSA members, Commissioner Chair elected by Assembly. 3 year terms, 2 maximum*

Pby	Class	Name	S	E	A
NC	2022	Isabel Rivera Velez	FM	H	
M	2021	Lisa Almon	FE	W	
EO	2021	Josh Kerr	MM	W	
M	2022	Denise Haley	FE		
G	2020	Sharon Curry	FE	W	



**SYNOD OF THE SUN PERMANENT JUDICIAL COMMISSION**

*The Permanent Judicial Commission meets to consider remedial or disciplinary cases transmitted to the Commission, utilizing the powers prescribed by and conducting its proceedings according to the Constitution and rules governing the procedure of such cases with the denomination.*

**D-5.0101 Election.** . . each synod **or cooperating synods**, . . shall elect a permanent judicial commission from the teaching elders and ruling elders subject to its jurisdiction. Each commission shall be composed of teaching elders and ruling elders in numbers as nearly equal as possible. When the commission consists of an odd number of members, the additional member may be either a teaching elder or a ruling elder. The General Assembly commission shall be composed of one member from each of its constituent synods. The synod commission shall be composed of no fewer than eleven members distributed equally, insofar as possible, among the constituent presbyteries.

**D-5.0102 Term** The term of each member of a permanent judicial commission shall be six years,

**D-5.0103 Classes.** . . commissioners shall be elected in three classes, with no more than one half of the members to be in one class.

**Nominating Committee nominates - Synod of the Sun elects members to the commission.**

**Time Requirement:** Meetings are called by the Stated Clerk, who is staff to the Commission, as needed for judicial work. A two-day biennial training meeting is also held.

Pby	Class	Name	S	E	A	Address
A	2021	Sam Highsmith	ME	W	SA	Little Rock, AR 72223
EO	2021	Del Gustafson	ME			Tulsa, OK 74103
PD	2021	Sam Lanham	MM			Lamesa, TX 79331
IN	2023	Richard Mize	MM	W		Edmond, OK 73003
SL	2023	Dick Krajeski	MM			Gray, LA 70359
P	2023	Sandra Watson	FE			Rayville, LA 71269
TR	2023	Patricia Lane	FM			El Paso, TX 79904
G	2025	<b>VACANT</b>				
M	2025	Jeanie Stanley	FM			
NC	2025	<b>VACANT</b>				
C	2025	Christianne Chase	FE			Enid, OK 73703

### SYNOD PERSONNEL COMMITTEE

4.5 Personnel shall be responsible for the review and oversight of synod staff, development and maintenance of Personnel Policies, and management of hiring processes.

- One person from each, Connecting; Equipping; Empowering;
- One person from the EP Forum
- One member not currently serving as a Synod Commissioner

Pby	SC	Com Class	Name	T	S	E	A
SL	A-L	2021	Lorinda Sealey**	1	FRE	AA	
G	Equip	2020	Jesse Gonzales	1	MTE	H/L	
M	EP	---	Sallie Watson			W	
M	Conn	2021	Denise Haley			W	
SL	Emp	2020	Kim Rodrique			W	

Con. = Connecting Committee (Standing Committee of the Synod)

Equip = Equipping Committee (Standing Committee of the Synod)

EP = Executive Presbyter Forum

A-L = At Large (Ruling or Teaching Elder), not currently serving as a Synod Commissioner

### TRUSTEES OF THE SYNOD OF THE SUN

6.1 The Synod Assembly shall elect four commissioners to serve as Trustees, one each from Arkansas, Louisiana, Oklahoma, and Texas, for a two-year term, to serve no more than three consecutive two-year terms.

6.2 The Trustees shall be responsible for carrying out instructions from the Synod regarding transactions involving the properties of the Synod, title to which is vested in the Synod of the Sun, Presbyterian Church (USA), a Texas Corporation.

**Time Requirement:** Business is usually conducted by phone. A one-day meeting as needed upon call from the Synod.

State	Class	Name	T	S	E	A
A	2020	Elizabeth Gabbard	1	FM	W	
O	2020	Mitch Miller	1	MM	W	
T	2020	Jesus Gonzalez	1	MM	H	
L	2021	Bok Soon Egbert	1	FE	K	

**SOLAR UNDER THE SUN BOARD OF DIRECTORS**  
*a network of the Synod of the Sun*

**Article II. Solar Under the Sun bylaws**

Section 2. one (1) director shall be appointed to the Board by the Synod of the Sun, as the Synod's liaisons to the Organization. Each director shall serve until a successor has been nominated, qualified and elected. Directors shall be elected to a three (3) year term. Directors may be eligible for reelection to a second three (3) year term. However, no director shall be eligible to serve more than two (2) consecutive three-year terms. A director who has served two (2) consecutive three-year terms shall be ineligible for election to the Board of Directors for at least one (1) year.

Pby	Class	Name	T	S	E	A	Address	Phone/Email
	2022	<b>VACANT</b>						

**SYNOD OF THE SUN,  
PRESBYTERIAN CHURCH (U.S.A.), Inc.**

Financial Statements  
(With Auditor's Report Thereon)

For the Year Ended December 31, 2018

## TABLE OF CONTENTS

<b>INDEPENDENT AUDITOR'S REPORT .....</b>	<b>1</b>
---	----------

### **FINANCIAL STATEMENTS:**

Statement of Financial Position .....	4
Statement of Activities .....	5
Statement of Cash Flows.....	7
Notes to Financial Statements.....	8

### **SUPPLEMENTAL INFORMATION:**

Schedule of Actual and Budgeted Support and Revenue and Expenses.....	16
Solar Under the Sun Statement of Financial Position .....	19
Solar Under the Sun Statement of Activities .....	20



## **INDEPENDENT AUDITOR'S REPORT**

Synod of the Sun,  
Presbyterian Church (U.S.A.), Inc.  
Irving, Texas

We have audited the accompanying financial statements of Synod of the Sun, Presbyterian Church (U.S.A.), Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2018, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

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

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

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Synod of the Sun, Presbyterian Church (U.S.A.), Inc. as of December 31, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information, on pages 16 through 20, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Evans & Knauth, PLLC*

Evans & Knauth, PLLC  
September 23, 2019  
Frisco, Texas

## **FINANCIAL STATEMENTS**



**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

## Statement of Financial Position

December 31, 2018

	<u>2018</u>	<u>Memorandum Only 2017</u>
<b>ASSETS</b>		
Cash & Cash Equivalents	\$ 423,791	\$ 349,559
Investments	983,585	1,039,440
Accounts Receivable	1,525	-
Prepays	1,958	7,011
Capital Assets (Net of Accumulated Depreciation)	2,786	287
Total Assets	<u>\$ 1,413,645</u>	<u>\$ 1,396,297</u>
<b>LIABILITIES and NET ASSETS</b>		
Liabilities:		
Funds Held for Others	\$ 8,938	\$ 2,715
Other Liabilities	5,879	745
Deferred Revenue	321	-
Total Liabilities	<u>15,138</u>	<u>3,460</u>
Net Assets:		
Without Donor Restrictions:		
Undesignated	497,403	642,413
Board-Designated	403,157	256,524
With Donor Restrictions	497,947	493,900
Total Net Assets	<u>1,398,507</u>	<u>1,392,837</u>
Total Liabilities and Net Assets	<u>\$ 1,413,645</u>	<u>\$ 1,396,297</u>

The notes to the financial statements are an integral part of this statement.

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Statement of Activities

For the Year Ended December 31, 2018

	Without Donor Restrictions	With Donor Restrictions	Totals	
			2018	Memorandum Only 2017
<b>Revenue, Gains and Other Support:</b>				
Presbyteries	\$ 164,046	\$ -	164,046	121,886
Investment Income:				
Synod	(18,086)	(5,685)	(23,771)	157,912
Solar Under the Sun	-	(399)	(399)	487
Sun Foundation Administrative Costs	223,315	-	223,315	224,400
Miscellaneous	11,169	-	11,169	237
Contributions:				
Synod	3,315	65,065	68,380	132,738
Solar Under the Sun	-	139,169	139,169	105,803
Net Assets Released from Restrictions	194,103	(194,103)	-	-
				-
Total Revenue, Gains & Other Support	<u>577,862</u>	<u>4,047</u>	<u>581,909</u>	<u>743,463</u>
<b>Budgeted Expenses:</b>				
General & Administrative	51,958		51,958	41,720
Meeting	28,662		28,662	36,931
Personnel:				
Synod Leader and Stated Clerk	126,522		126,522	112,553
Other Personnel	88,731		88,731	55,665
Connectional	24,275		24,275	34,186
Communication	7,670		7,670	6,058
Mission, Grants and Scholarships:				
Synod	76,817		76,817	84,887
Solar Under the Sun	155,006		155,006	116,700
Total Budgeted Expenses	<u>559,641</u>		<u>559,641</u>	<u>488,700</u>
Excess/(Deficit) of Revenue, Gains and Other Support Over Budgeted Expense	<u>18,221</u>	<u>4,047</u>	<u>22,268</u>	<u>254,763</u>

The notes to the financial statements are an integral part of this statement.

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Statement of Activities

For the Year Ended December 31, 2018

*continued*

	Without Donor Restrictions	With Donor Restrictions	Totals	
			2018	Memorandum Only 2017
<b>Board Designated Expenses and Other Changes in Net Assets:</b>				
Depreciation	(348)	-	(348)	(230)
Designated Expenses:				
Administrative Commission	(1,396)	-	(1,396)	-
Presbytery Leader Formation	(1,200)	-	(1,200)	-
Presbytery T-shirts	(520)	-	(520)	(6,478)
Grants and Scholarships	(8,750)	-	(8,750)	(77,110)
Meetings	(4,342)	-	(4,342)	(6,215)
Book Study by Video	(42)	-	(42)	1,700
Presbyterian Mission Giving	-	-	-	(2,912)
Stewardship	-	-	-	(2,950)
Total Board Designated Expenses and Other Changes in Net Assets	<u>(16,598)</u>	<u>-</u>	<u>(16,598)</u>	<u>(94,195)</u>
Change in Net Assets	1,623	4,047	5,670	160,568
Net Assets, Beginning of Year, as Restated	<u>898,937</u>	<u>493,900</u>	<u>1,392,837</u>	<u>1,232,269</u>
Net Assets, End of Year	<u>\$ 900,560</u>	<u>497,947</u>	<u>1,398,507</u>	<u>1,392,837</u>

The notes to the financial statements are an integral part of this statement.

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Statement of Cash Flows  
For the Year Ended December 31, 2018

	<u>2018</u>	<u>2017</u>
Cash Flows from Operating Activities:		
Contributions, Bequests and Other	\$ 604,875	585,551
Investment Income	(24,170)	47,151
Cash Paid to Suppliers and Others	(350,451)	(335,571)
Cash Paid to Employees	<u>(215,253)</u>	<u>(168,218)</u>
Net Cash Flow Provided/(Used) by Operating Activities	15,001	128,913
Cash Flow from Financing Activities:		
Purchases of Capital Assets	<u>(2,847)</u>	-
Net Cash Flow Provided/(Used) by Investing Activities	(2,847)	-
Cash Flow from Investing Activities:		
Investment Sales/(Purchases)	<u>55,855</u>	<u>(143,594)</u>
Net Cash Flow Provided/(Used) by Investing Activities	55,855	(143,594)
Cash Flow from Non-Capital Financing Activities:		
Increase/(Decrease) in Funds Held for Others	<u>6,223</u>	<u>(3,744)</u>
Net Cash Flow Provided/(Used) by Non-Capital Financing Activities	6,223	(3,744)
Net Increase/(Decrease) in Cash	74,232	(18,425)
Cash & Cash Equivalents:		
Beginning of Year	<u>349,559</u>	<u>367,984</u>
End of Year	<u><u>\$ 423,791</u></u>	<u><u>349,559</u></u>
Reconciliation of Change in Net Assets to Net Cash Flow Provided by Operating Activities:		
Change in Net Assets	\$ 5,670	160,568
Adjustments to Reconcile Change in Net Assets to Net Cash Flow Used by Operating Activities:		
Depreciation	348	230
(Increase)/Decrease in Accounts Receivable	(1,525)	-
(Increase)/Decrease in Prepaids	5,053	(5,000)
Increase/(Decrease) in Other Liabilities	5,134	(26,885)
Increase/(Decrease) in Deferred Revenue	<u>321</u>	<u>-</u>
Net Cash Flow (Used)/Provided by Operating Activities	<u><u>\$ 15,001</u></u>	<u><u>128,913</u></u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Synod of the Sun, Presbyterian Church, (U.S.A.), Inc. (the Church) conform to accounting principles generally accepted in the United States of America. The following is a summary of the significant policies.

**Basis of Accounting**

The financial statements of the Church were prepared using the accrual basis of accounting. Material amounts of goods and services are recorded as assets and expensed at the time the liabilities arise, which is normally when title to the goods pass or when the services are received. Encumbrances representing outstanding purchase orders and other commitments for materials or services not yet received are not liabilities as of the reporting date.

**Basis of Presentation**

In order to comply with accounting principles generally accepted in the United States of America, the Church must prepare its external financial statements in accordance with statements issued by the Financial Accounting Standards Board as described in the AICPA Audit and Accounting Guide for not-for-profit organizations. The guide requires that all not-for-profit organizations provide a statement of financial position, a statement of activities, and a statement of cash flows. It requires reporting amounts for the Church's total assets, liabilities, and net assets in a statement of financial position; reporting the change in the Agencies' net assets in a statement of activities; and reporting the change in its cash and cash equivalents in a statement of cash flows.

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the organization's financial statements for the year ended December 31, 2017 from which the summarized information was derived.

**Memorandum Only - Total Columns**

Total columns on the financial statements are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of activities, or changes in financial position in conformity with accounting principles generally accepted in the United States of America. Neither are such data comparable to consolidation. Interfund eliminations have not been made in the aggregation of this data.

**Cash & Cash Equivalents**

For purposes of the Statement of Cash Flows, the Church includes cash and cash in bank checking accounts as cash equivalents.

**Investments**

The Church's investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets.

**Capital Assets**

Capital assets are recorded at cost; or if donated, at the approximate fair market value at the date of donation. Depreciation is computed using the straight-line method. Capital assets with an original cost of at least \$1,000 are capitalized.

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (continued)

**Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor- or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

*Net Assets With Donor Restrictions* – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

**Revenue Recognition**

Contributions received are recorded as increases in net assets with donor restrictions, or net assets without donor restrictions, depending on the existence and/or nature of any donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions, and reported in the statement of activities as net assets released from restrictions.

**Functional Allocation of Expenses**

The costs of program and supporting services activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Income Taxes**

The Church is a nonprofit organization that is exempt from federal income tax under Internal Revenue Code Section 501(c)(3).

**Use of Estimates**

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

**LIQUIDITY AND AVAILABILITY**

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the statement of financial position, comprise the following:

Cash & Cash Equivalents	\$ 423,791
Investments	82,481
Account Receivable	1,525
	<u>\$ 507,797</u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**LIQUIDITY AND AVAILABILITY** *(continued)*

The Church maintained net assets with donor-imposed restrictions (restricted for specific purposes) at December 31, 2018 of \$497,947. Donor-restricted funds are not available for general expenditure. In addition, funds have been designated by the board of directors for specified purposes. As of December 31, 2018, the Church reported designated net assets of \$403,157. Although the Church does not intend to spend from the board-designated funds, these amounts could be made available if necessary.

As part of the liquidity management plan, the Church invests cash in excess of daily requirements in short-term investments.

**FINANCIAL INSTRUMENTS**

Cash and equivalents consist of certain bank checking and money market accounts, mutual funds and any investment with a maturity date within three months of the purchase date. The balances in the banks are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000, per bank. At December 31, 2018, \$89,729 held in Chase bank exceeded the FDIC coverage, and therefore was not insured.

**INVESTMENTS**

Investments are stated at fair value and are summarized as follows:

	December 31, 2018	
	Cost	Fair Value
Texas Presbyterian Fdn.	\$ 530,357	733,585
Presbyterian Church (USA) - Investment and Loan Program:		
Fixed Rate, Term Notes, 0.55% to 2.76%	250,000	250,000
Total	<u>\$ 780,357</u>	<u>983,585</u>

**Disclosure About Fair Value of Financial Instruments**

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value hierarchy requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The standards describe three levels of inputs that may be used to measure fair value.

- Level 1 Quoted prices in active markets for identical assets or liabilities.
- Level 2 Observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities.
- Level 3 Unobservable to inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities.

Following is a description of the valuation methodologies used for assets measured at fair value on a recurring basis and recognized in the accompanying statements of financial position, as well as the general classification of such assets pursuant to the valuation hierarchy.

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**INVESTMENTS** *(continued)*

Investments - Where quoted market prices are available in an active market, investments are classified within Level 1 of the valuation hierarchy. If quoted market prices are not available, then fair values are estimated by using pricing models, quoted prices of investments with similar characteristics or discounted cash flows. The Church does not have any such investments classified as Level 2 or Level 3.

The following table presents the fair value measurements of assets and liabilities recognized in the accompanying statement of financial position measured at fair value on a recurring basis and the level of fair value hierarchy in which the fair value measurements fall at December 31, 2018:

	Fair Value	Fair Value Measurement Using		
		Quoted Prices In Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments	\$ 983,585	983,585		

**CAPITAL ASSETS**

A summary of changes in capital assets for the year ended December 31, 2018, follows:

	Balance 12/31/17	Additions	Deletions	Balance 12/31/18
Furniture and Equipment	\$ 1,149	2,847	-	3,996
Less: Accumulated Depreciation	(862)	(348)	-	(1,210)
Net Investment in Plant	\$ 287	2,499	-	2,786

Depreciation is calculated on the straight-line basis using a five-year estimated useful life.

**FUNDS HELD FOR OTHERS**

The reserves represent funds which are received from outside entities or special allocations of the Church's unrestricted funds which are being held for the benefit of specified groups within the Church.

Funds Held for Others at December 31, 2018, consisted of the following:

Synod Youth Workshop	\$ 8,938
Total Funds Held for Others	\$ 8,938

**COMPENSATED ABSCENCES**

Vacation and sick leave are available to qualified Church employees. It is normally required that vacation leave be taken each year. Sick leave benefits cannot be taken as "terminal leave" prior to retirement. There is no material liability associated with accrued compensated absences at December 31, 2018.

**PENSION PLAN**

The Church provides an employee pension plan through The Board of Pensions of the Presbyterian Church (U.S.A.). Pension costs are eleven percent of each participating employee's gross wage.



**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**ENDOWMENT**

The Church's endowment consists of two individual funds established for separate purposes. As required by GAAP, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Church's disclosure of its interpretation of the laws that underlie net asset classification of donor-restricted endowment funds follows:

The Church is subject to the State Prudent Management of Institutional Funds Act (SPMIFA) and, thus, classifies amounts in its donor-restricted endowment funds as net assets with donor restrictions because those net assets are time restricted until the Commissioners appropriate such amounts for expenditure. Most of those net assets also are subject to purpose restrictions that must be met before reclassifying those net assets to net assets without donor restrictions. The Commissioners have interpreted SPMIFA as not requiring the maintenance of purchasing power of the original gift amount contributed to an endowment fund, unless a donor stipulates the contrary. As a result of this interpretation, when reviewing its donor-restricted endowment funds, the Church considers a fund to be underwater if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gift amounts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument.

The Church has interpreted SPMIFA to permit spending from underwater funds in accordance with the prudent measures required under the law. Additionally, in accordance with SPMIFA, the Church considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the funds.
- (2) The purposes of the donor restricted endowment funds.
- (3) General economic conditions.
- (4) The possible effect of inflation or deflation.
- (5) The expected total return from income and the appreciation of investments.
- (6) The investment policies of the Foundation.

The Church's disclosure of its endowment net asset composition by type of fund as of December 31, 2018, follows:

	<u>Children Homes Scholarships</u>	<u>Children Homes General Support</u>	<u>Total</u>
Donor-Restricted Endowment Funds:			
Original Donor-Restricted gifts & amounts required to be maintained in perpetuity	\$ 50,000	74,035	\$ 124,035
Accumulated Investment Gains	<u>34,151</u>	<u>393</u>	<u>34,544</u>
	<u>\$ 84,151</u>	<u>74,428</u>	<u>\$ 158,579</u>

The Church's disclosure reconciliation of the beginning and ending balances of the endowment for the year ended December 31, 2018, follows:

	<u>Children Homes Scholarships</u>	<u>Children Homes General Support</u>	<u>Total</u>
Endowment Net Assets, Beginning of Year	\$ 86,461	81,390	\$ 167,851
Investment Return, Net	(2,310)	(2,962)	(5,272)
Contributions	-	-	-
Appropriations of Endowment Assets	-	(4,000)	(4,000)
Endowment Net Assets, End of Year	<u>\$ 84,151</u>	<u>74,428</u>	<u>\$ 158,579</u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

Underwater Endowment Funds – From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or SPMIFA requires the Foundation to retain as a fund of perpetual duration. Deficiencies of this nature are the result of unfavorable market fluctuations and continued appropriation. In such cases, the deficiency is temporarily offset by unrestricted net assets. For the year ended December 31, 2018, neither of the endowment funds were underwater.

Return Objectives and Risk Parameters – The Church has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to donor objectives supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Church must hold in perpetuity or for a donor-specified period. Under this policy, the endowment assets are invested in a manner approved by the Synod Assembly to produce results within a Balanced Fund with Texas Presbyterian Foundation. The Church expects its endowment funds, over time, to provide income for special grants in accordance with donor restrictions.

Strategies Employed for Achieving Objectives - To satisfy its long-term rate-of-return objectives, the Church relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Church targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

Spending Policy and How the Investment Objectives Relate to Spending Policy – The Church has a policy of reviewing donor-restricted endowments activity quarterly. Only the amounts exceeding the original gifts are available for spending on grants and scholarships in accordance with donor restrictions. Accordingly, over the long term, the Church expects the current spending policy to allow its endowment to grow annually. The Church’s policy does not approve grant or scholarship spending from underwater endowment funds. For board designated investments, the Church has a policy that permits spending from underwater investment funds, unless otherwise precluded by relevant laws and regulations. The board determines and approves what is spent from the investment funds on an as-needed basis during its regular meetings.

**NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions are restricted for the following purposes as of December 31, 2018:

Subject to expenditure for specified purpose:	
Children's Homes Support	\$ 393
Grants & Scholarships	278,814
Solar Under the Sun	94,705
	<u>373,912</u>
Perpetual in nature, not subject to appropriation:	
Children's Homes Support	74,035
Grants & Scholarships	50,000
	<u>124,035</u>
Total Net Assets with Donor Restrictions	<u>\$ 497,947</u>

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors during the year ended December 31, 2018.

Satisfaction of purpose restrictions:	
Children's Homes Support	\$ 4,000
Grants & Scholarships	35,097
Solar Under the Sun	155,006
Total	<u>\$ 194,103</u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**

Notes to Financial Statements

December 31, 2018

**BOARD DESIGNATED NET ASSETS**

Net assets without donor-imposed restrictions at December 31, 2018, have been designated for the following purposes:

Coordinating Team	\$	22,283
Grants & Scholarships		24,694
Meetings & Book of Order		14,782
Mission Giving		326,988
Networks		470
Technology Upgrades		<u>13,940</u>
Total Board Designated Net Assets	\$	<u>403,157</u>

**EVALUATION OF SUBSEQUENT EVENTS**

The Church has evaluated subsequent events through September 23, 2019, the date which the financial statements were available to be issued.

**SUPPLEMENTAL INFORMATION**

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**  
Schedule of Actual and Budgeted Support and Revenues and Expenses  
For Year Ended December 31, 2018

	Fiscal Year 2018		Variance Favorable (Unfavorable)	Fiscal Year
	Budget	Actual		2017 Actual
<b>Revenue, Gains &amp; Other Support:</b>				
Presbyteries	\$ 131,807	164,046	32,239	121,886
Sun Foundation	223,315	223,315	-	224,400
Donations	4,000	3,315	(685)	32,630
Investment Income, Net	20,000	(18,086)	(38,086)	152,328
Miscellaneous	-	11,169	11,169	237
Total Revenue, Gains and Other Support	<u>379,122</u>	<u>383,759</u>	<u>4,637</u>	<u>531,481</u>
<b>Expenses:</b>				
<b>OFFICE EXPENSES</b>				
Office Rent	-	-	-	8,580
Telephone & Internet	3,500	3,101	399	3,405
Postage	500	434	66	480
Copiers	200	-	200	22
Supplies	3,000	2,319	681	2,533
File Retention/Storage	2,500	2,090	410	2,121
Bookkeeping Services	30,000	27,653	2,347	9,000
Insurance	3,000	3,407	(407)	3,162
Audit Fees	11,000	11,000	-	11,000
Bank Charges	1,000	164	836	821
Misc. Charges	1,000	1,332	(332)	343
Contingency Expense	1,000	458	542	253
Total Office Expenses	<u>56,700</u>	<u>51,958</u>	<u>4,742</u>	<u>41,720</u>
<b>MEETING EXPENSES (Book of Order Related Expenses)</b>				
Stated Meeting, Fall	10,000	9,392	608	6,062
Stated Meeting, Spring	10,000	9,072	928	10,706
Perm Jud Commission	3,000	13	2,987	3,395
Administrative Commission	3,000	3,000	-	5,326
Committee on Representation	2,000	0	-	1,346
Other Committee Expense	7,000	7,185	(185)	10,096
Total Meeting Expenses	<u>\$ 35,000</u>	<u>28,662</u>	<u>4,338</u>	<u>36,931</u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**  
Schedule of Actual and Budgeted Support and Revenues and Expenses  
For Year Ended December 31, 2018

	Fiscal Year 2018		Variance Favorable (Unfavorable)	Fiscal Year 2017 Actual
	Budget	Actual		
<b>Expenses: (continued)</b>				
PERSONNEL				
Synod Leader and Stated Clerk				
Synod Leader/Stated Clerk Salary	\$ 90,000	90,000	-	80,000
Synod Leader/Stated Clerk BOP	27,500	27,097	403	24,272
Synod Leader/Stated Clerk FICA Share	6,885	6,724	161	6,028
Synod Leader/Stated Clerk Prof. Exp.	1,500	1,201	299	753
Synod Leader/Stated Clerk Prof. Dev. Allow.	1,500	1,500	-	1,500
Subtotal Synod Leader and Stated Clerk	<u>127,385</u>	<u>126,522</u>	<u>863</u>	<u>112,553</u>
Other Personnel Expenses				
Communications/Admin Salary	41,250	41,250	-	4,426
Communications/Admin BOP	15,231	10,607	4,624	-
Communications/Admin FICA Share	3,156	2,796	360	-
Communications/Admin Prof. Exp.	1,500	1,500	-	-
Temp Staff & Other Staff	10,000	3,393	6,607	22,196
Personnel Committee	2,000	1,255	745	5,193
Synod Leader/Stated Clerk Travel	28,000	23,591	4,409	23,560
Communications/Admin Travel	3,500	4,339	(839)	290
Subtotal Other Personnel Expenses	<u>104,637</u>	<u>88,731</u>	<u>15,906</u>	<u>55,665</u>
Total Personnel Expense	<u>232,022</u>	<u>215,253</u>	<u>16,769</u>	<u>168,218</u>
CONNECTIONAL EXPENSES (Network Support and Institutions)				
Solar Under the Sun	7,500	6,192	1,308	15,000
COM Event	-	-	-	3,166
EP Forum	4,000	4,690	(690)	3,134
Presbyterian Women	3,000	-	3,000	3,000
Covenant Relationships Travel	5,000	2,185	2,815	1,386
Covenant Partners	1,500	1,500	-	1,500
Multi-Cultural Youth Conf.	3,500	3,500	-	3,500
Synod Youth Workshop	3,500	3,500	-	3,500
Moderator Expenses	2,000	2,708	(708)	-
Total Connectional Expenses	<u>30,000</u>	<u>24,275</u>	<u>5,725</u>	<u>34,186</u>

**SYNOD OF THE SUN, PRESBYTERIAN CHURCH (U.S.A.), INC.**  
Schedule of Actual and Budgeted Support and Revenues and Expenses  
For Year Ended December 31, 2018  
*continued*

	Fiscal Year 2018		Variance Favorable (Unfavorable)	Fiscal Year 2017
	Budget	Actual		Actual
<b>Expenses: (continued)</b>				
<b>COMMUNICATION EXPENDITURES</b>				
Computer (Maint. Svc. Provider)	-	-	-	240
Webmaster	4,000	758	3,242	971
Communication Initiatives	5,000	3,492	1,508	1,805
Computer (Hardware & Software)	5,000	2,305	2,695	2,400
Communications (Mtgs, Web Exp)	1,500	1,115	385	642
Total Communications	<u>15,500</u>	<u>7,670</u>	<u>7,830</u>	<u>6,058</u>
<b>MISSIONS, GRANTS AND SCHOLARSHIPS</b>				
Mission Grants	30,000	46,281	(16,281)	55,000
Network Nurture	30,000	20,103	9,897	16,833
National Event Hospitality	7,000	5,465	1,535	-
Mission Convocation	5,895	4,968	927	9,730
Clerks Colloquium	3,000	-	3,000	1,324
Critical Needs Fund	2,000	-	2,000	2,000
Total Missions, Grants and Sch.	<u>77,895</u>	<u>76,817</u>	<u>1,078</u>	<u>84,887</u>
Total Expense	<u>\$ 447,117</u>	<u>404,635</u>	<u>40,482</u>	<u>372,000</u>

**SOLAR UNDER THE SUN**  
Statement of Financial Position  
December 31, 2018

**ASSETS**

Cash & Cash Equivalents	\$ 83,379
Investments	<u>12,746</u>
Total Assets	<u><u>\$ 96,125</u></u>

**LIABILITIES & NET ASSETS**

Liabilities:	
Accounts Payable	<u>1,420</u>
Total Liabilities	<u>1,420</u>
Net Assets:	
With Donor Restrictions	<u>94,705</u>
Total Net Assets	<u>94,705</u>
Total Liabilities & Net Assets	<u><u>\$ 96,125</u></u>



**SOLAR UNDER THE SUN**  
Statement of Activities  
For the Year Ended December 31, 2018

	With Donor Restrictions
<b>Revenue, Gains &amp; Other Support:</b>	
Donations	\$ 102,663
Program Revenue	34,940
Investment Income, Net	(399)
Other Revenue	1,566
Total Revenue	138,770
 Net Assets Released from Restrictions for Missions	
School Sessions	(22,455)
Scholarships	(985)
Small Equipment	(9,936)
Printing & Postage	(2,139)
Meetings	(3,887)
Personnel	(95,253)
Promotional Travel	(4,639)
Program Expenses	(11,904)
Website	(490)
Accounting Fees	(488)
Bank Service Charges	(1,176)
Miscellaneous	(1,654)
Total Net Assets Released from Restrictions for Missions	(155,006)
 Total Revenue, Gains & Other Support	(16,236)
 Change in Net Assets	(16,236)
 Net Assets, Beginning of Year	110,941
 Net Assets, End of Year	\$ 94,705

2019 Budget Worksheet

Account Name	2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
<b>Income</b>					
<b>Budgeted Revenue</b>					
40001 PY Rollover/Retained earnings	67,993.90	0.00	0.00	0.00	
41000 Presbyteries	131,807.44	131,807.44	152,614.93	152,614.93	
42100 Contributions	4,000.00	3,314.77	4,000.00	4,000.00	
42110 SOSPF Endowment	223,315.00	223,315.00	251,200.00	251,200.00	
42200 Investment income					
42210 PILP Interest earned	2,000.00	3,205.09	2,985.58	2,985.58	
42230 TPF Interest earned	18,000.00	18,848.47	18,000.00	18,000.00	
<b>Total 42200 - Investment income</b>	<b>20,000.00</b>	<b>22,053.56</b>	<b>20,985.58</b>	<b>20,985.58</b>	
43000 Services Income					
43100 Communication Services Program		8,410.56	30,000.00	30,000.00	
<b>Total 43000 - Services Income</b>	<b>-</b>	<b>8,410.56</b>	<b>30,000.00</b>	<b>30,000.00</b>	
<b>Total Budgeted Revenue</b>	<b>447,116.34</b>	<b>388,901.33</b>	<b>458,800.51</b>	<b>458,800.51</b>	
<b>Board designated income</b>					
46230 Pbty giving for use next year	152,614.93				
<b>Total Board designated income</b>	<b>152,614.93</b>				

**2019 Budget Worksheet**

Account Name		2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
<b>Expense</b>						
<b>Budgeted Expense</b>						
61000	<b>Connecting</b>					
61080	Presbyterian Women	3,000.00	0.00	500.00	500.00	
61100	Covenant relationships travel	5,000.00	2,185.28	4,000.00	4,000.00	
61110	Lyon College	100.00	100.00	100.00	100.00	
61120	Austin College	100.00	100.00	100.00	100.00	
61130	University of Ozarks	100.00	100.00	100.00	100.00	
61140	Schreiner University	100.00	100.00	100.00	100.00	
61150	Trinity University	100.00	100.00	100.00	100.00	
61160	Tulsa University	100.00	100.00	100.00	100.00	
61170	Pan American School	100.00	100.00	100.00	100.00	
61180	Austin Seminary	100.00	100.00	100.00	100.00	
61190	Pby. Children's Homes & Service	100.00	100.00	100.00	100.00	
61200	Evergreen Pby. Ministries	100.00	100.00	100.00	100.00	
61210	Vera Lloyd Home & Family	100.00	100.00	100.00	100.00	
61220	Goodland academy	100.00	100.00	100.00	100.00	
61230	Mo Ranch	100.00	100.00	100.00	100.00	
61240	Pres History Society of SW	100.00	100.00	100.00	100.00	
61250	TPF	100.00	100.00	100.00	100.00	
61260	Multi-Cultural Youth Conf.	3,500.00	3,500.00	3,500.00	3,500.00	
61300	National Conf Sponsorships	0.00	0.00	0.00	0.00	
61302.00	Connecting Initiatives			5,500.00	3,500.00	
61310	Critical Needs Fund	2,000.00	0.00	1,000.00	1,000.00	
61330	National Event Hospitality	7,000.00	5,465.48	5,000.00	7,000.00	
	<b>Total Connecting Expenditures</b>	<b>22,000.00</b>	<b>12,650.76</b>	<b>21,000.00</b>	<b>21,000.00</b>	

2019 Budget Worksheet

Account Name		2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
	<b>Equipping</b>					
61030	COM Event	0.00	0.00	0.00	0.00	
61070	EP Forum	4,000.00	4,690.03	5,000.00	5,000.00	
61280	Clerk Forum	3,000.00	0.00	4,000.00	4,000.00	
61290	Mission Convocation/Leadership event	5,894.96	4,967.73	7,000.00	7,000.00	
62000	Communication	0.00	0.00			
62010	Computer (Maint Svc Provider)	0.00	0.00	0.00	0.00	
62020	Webmaster	4,000.00	758.49	2,000.00	2,000.00	
62030	Communications Initiatives	5,000.00	3,491.80	5,000.00	5,000.00	
62040	Computer (Hardware & Software)	5,000.00	5,152.39	3,000.00	3,000.00	
62050	Communications (Mtg, web exp)	1,500.00	1,115.42	1,500.00	1,500.00	
	<b>Total Equipping Expenditures</b>	<b>28,394.96</b>	<b>20,175.86</b>	<b>27,500.00</b>	<b>27,500.00</b>	

2019 Budget Worksheet

Account Name	2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
<b>Empowering Expenditures</b>					
61050 Network Nurture	30,000.00	25,103.17	27,000.00	27,000.00	
Commissioned Pastors Network					
COR Network					
Empowering Women Network					
Oklahoma Presbytery Network (OPN)					
Hispanic Mission Ministries Network (HMMIN)					
Faithful Action on Climate Change Network					
IMAGINE event					
**Gulf Coast Disaster Preparedness Network					
**Network for Justice					
61020 Solar Under the Sun					
SUS Insurance			150.00	150.00	
SUS Bookkeeping		10,588.75	9,000.00	9,000.00	
SUS Audit			2,000.00	2,000.00	
BOP Commitment	7,500.00	6,192.26	0.00	0.00	
61270 Synod Youth Workshop	3,500.00	3,500.00	3,500.00	3,500.00	
SYW Insuranc					
SYW Bookkeeping					
Child Protection Training					
<b>Total Empowering Expenditures</b>	<b>41,000.00</b>	<b>45,384.18</b>	<b>41,650.00</b>	<b>41,650.00</b>	

## 2019 Budget Worksheet

Account Name	2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
<b>Representation</b>					
Committee on Representation	2,000.00	0.00			
<b>Total Representation Expenditures</b>	<b>2,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	
<b>Coordinating Team</b>					
Moderator Expenses	2,000.00	2,708.00	3,500.00	3,500.00	
Meeting and Book of Order Expenses	0.00				
Stated Meeting, Fall	10,000.00	9,392.29	15,000.00	13,500.00	
Stated Meeting, Spring	10,000.00	9,072.39	12,000.00	13,500.00	
Mid-Year Committee Gathering	0.00	0.00			
Administrative Commission	3,000.00	2,999.96	3,000.00	3,000.00	
Other Committee Expenses	7,000.00	7,185.04	10,000.00	10,000.00	
Office Expenses					
Office rent	0.00	0.00	0.00	0.00	
Telephone	3,500.00	3,100.74	4,000.00	4,000.00	
Postage	500.00	433.69	700.00	700.00	
Copiers	200.00	0.00	100.00	100.00	
Supplies	3,000.00	2,318.70	3,000.00	3,000.00	
File Retention/Storage	2,500.00	2,090.28	2,500.00	2,500.00	
Bookkeeping services	30,000.00	17,064.25	21,000.00	21,000.00	
Audit Fees	11,000.00	11,000.00	9,000.00	9,000.00	
Insurance	3,000.00	3,406.75	3,000.00	3,000.00	
Bank charges	1,000.00	164.16	1,000.00	1,000.00	
Aplos fees	0.00	572.90	600.00	600.00	
Miscellaneous Charges	1,000.00	755.92	1,000.00	1,000.00	
Contingency expense	1,000.00	458.17	1,000.00	1,000.00	
<b>Total Coordinating Team</b>	<b>88,700.00</b>	<b>72,723.24</b>	<b>90,400.00</b>	<b>90,400.00</b>	

**2019 Budget Worksheet**

Account Name	2018 Budget	2018 Actual*	2019 Budget	2020 Prelim. Budget	NOTES/QUESTIONS
<b>Personnel</b>					
65000					
65010	90,000.00	90,000.12	92,700.00	92,700.00	
65020	27,500.00	27,097.25	28,230.72	28,230.72	
65030	6,885.00	6,723.97	7,091.55	7,091.55	
65040	1,500.00	1,201.03	1,500.00	1,500.00	
65050	1,500.00	1,500.00	1,500.00	1,500.00	
65110	41,250.00	41,250.00	48,000.00	48,000.00	
65120	15,230.75	10,607.33	14,556.24	14,556.24	
65130	3,155.63	2,795.79	3,672.00	3,672.00	
65140	1,500.00	1,500.00	1,500.00	1,500.00	
65220	10,000.00	3,392.85	10,000.00	10,000.00	
65410	2,000.00	1,255.21	2,000.00	2,000.00	
65510	28,000.00	23,591.43	28,000.00	28,000.00	
65520	3,500.00	4,338.79	5,000.00	5,000.00	
<b>Total Personnel Expense</b>	<b>232,021.38</b>	<b>215,253.77</b>	<b>243,750.51</b>	<b>243,750.51</b>	
<b>Grants &amp; Scholarships</b>					
61040	30,000.00	7,184.00	30,000.00	30,000.00	
<b>Total Grants &amp; Scholarships</b>	<b>30,000.00</b>	<b>7,184.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	
<b>Permanent Judicial Commission</b>					
64040	3,000.00	13.40	3,500.00	3,500.00	
<b>Total Permanent Judicial Commission</b>	<b>3,000.00</b>	<b>13.40</b>	<b>3,500.00</b>	<b>3,500.00</b>	
<b>Total Budgeted Expense</b>	<b>447,116.34</b>	<b>373,385.21</b>	<b>458,800.51</b>	<b>458,800.51</b>	
<b>Total Expense</b>					
<b>Net Income (Loss)</b>	<b>0.00</b>	<b>15,516.12</b>	<b>0.00</b>	<b>0.00</b>	



## Synod of the Sun, PC(USA)

Balance Sheet  
as of 09/30/2019

Account Number	Account Name	Amount
<b>Assets</b>		
<b>Bank Accounts</b>		
10100	Chase Bank Checking	\$389,635.41
10110	Chase - Payroll account	\$4,920.74
10200	Bank of America Checking	\$0.00
<b>Total Bank Accounts</b>		<hr/> \$394,556.15
<b>Investments / Reserve accounts</b>		
12111	PILP	\$250,000.00
12214	Gatewood Acct/TPF	\$481,789.56
12215	UNR Gains Gatewood	\$0.00
12218	MACC Trust Fund Acct	\$47,794.90
12219	UNR Gains MACC Tr	\$0.00
12220	MAPPA Scholarship Fund	\$4,933.77
12221	UNR Gains MAPPA Scholarship Fund	\$0.00
12223	Crisp Endowment/TPF	\$79,027.57
12224	UNR Gains Crisp Fund	\$0.00
12225	Crisp Scholarship/TPF	\$92,928.75
12226	UNR Gains Crisp Scholarship	\$0.00
12229	Ministry Reserves	\$18,555.80
12230	UNR Gain/Loss on Mi	\$0.00
12231	Year-End Reserves A	\$46,158.95
12232	UNR Gains Year-End	\$0.00
12233	Disaster Assistance	\$31,272.66
12234	UNR G/L Reserves for	\$0.00
<b>Total Investments / Reserve accounts</b>		<hr/> \$1,052,461.96
<b>Fixed Assets</b>		
15000	Equipment	\$3,996.00
15100	Accumulated Depreciation	\$-862.35
<b>Total Fixed Assets</b>		<hr/> \$3,133.65
<b>Other Assets</b>		
16000	Prepaid insurance	\$1,958.23
16100	Prepaid expense	\$4,999.93
<b>Total Other Assets</b>		<hr/> \$6,958.16
<b>Accounts Receivable</b>		
16101	Receivables	\$2,873.00
<b>Total Accounts Receivable</b>		<hr/> \$2,873.00
<b>Total Assets</b>		<hr/> \$1,459,982.92
<b>Liabilities</b>		



Account Number	Account Name	Amount
<b>AP</b>		
20000	Accounts payable	\$0.50
<b>Total AP</b>		<u>\$0.50</u>
<b>Payroll Liabilities</b>		
20410	FICA withheld	\$516.73
20420	Income tax withheld	\$0.00
20425	403b Withheld Hunt	\$0.00
20430	403b Withheld Young	\$0.00
20431	SUTS ED BOP Withheld	\$0.00
20470	Medical savings - Young	\$1,800.00
20471	Dental - Young	\$0.00
20490	Dental - Riggs	\$73.53
20491	Admin Comm Coord BOP Withheld	\$0.00
20495	Optional benefits	\$0.00
<b>Total Payroll Liabilities</b>		<u>\$2,390.26</u>
<b>Current liabilities</b>		
20500	Due to / from Solar Under the Sun	\$-1,340.78
22100	V Young Credit Card	\$12,614.09
<b>Total Current liabilities</b>		<u>\$11,273.31</u>
<b>Total Liabilities</b>		<u>\$13,664.07</u>
<b>Equity</b>		
<b>Unrestricted</b>		
30100	Donations	\$288.75
30110	Unrestricted Net Asset	\$-39,615.17
30120	Professional Devel Ex	\$3,462.71
30130	Pass Thru Funding	\$822.93
30140	Prepaid Workers Comp	\$0.00
30150	SYW Scholarship	\$0.00
<b>Total Unrestricted</b>		<u>\$-35,040.78</u>
<b>Board Designated</b>		
31100	Gatewood Fund Balance	\$481,789.56
31110	Ministry Reserve Fund	\$18,555.80
31120	Year-End Reserves	\$46,158.95
31130	Disaster Assistance Fund	\$31,272.66
31140	Spanish Translation	\$0.00
31150	Database Development	\$0.00
31160	Racial Ethnic Ministries	\$11,067.35
31170	Solar Under the Sun	\$0.00
31180	Special Meetings	\$6,992.02
31190	Synod Leadership Travel / CT approval	\$5,511.95
31200	Muticultural Youth	\$0.00
31210	Admin. Commission	\$5,808.86
31220	COR Network	\$471.10
31222	Commissioned Pastor Network Fund Balance	\$15,000.00

Account Number	Account Name	Amount
31230	Pbty giving for use odd years	\$152,614.93
31240	Pbty giving for use even years	\$214,980.18
31250	Promotional Swag	\$2,274.57
31260	Network Reserves	\$13,939.78
31270	Cross Cultural Intern	\$4,792.50
31280	Presbytery Leader Formation	\$10,500.00
31290	Mission Convocation event	\$0.00
31300	International mission trips	\$13,500.00
31310	Mission Network Grants	\$0.00
31320	Book Study by Video	\$0.00
32100	Synod Executives Forum	\$0.00
32110	Hospitality	\$0.00
32120	SOSP Disaster Network - Fund Balance	\$0.00
32130	Opioid Crisis - Fund Balance	\$500.00
<b>Total Board Designated</b>		<b>\$1,035,730.21</b>
<b>Donor Restricted</b>		
33100	MAPPA Fund Bal Hispanic American	\$4,933.77
33110	Crisp Scholar Fund Bal	\$92,928.75
33120	Crisp Endow Fund Bal	\$79,027.57
33130	David Robinson Fund	\$2,454.29
33140	Seminary Scholarship	\$38,074.41
33150	Volunteers in Mission	\$25,962.23
33160	Educational Programs	\$418.96
33170	Peacemaking	\$7,797.14
33180	Emergency Aid	\$0.00
33187	Aid for Pastors - Fund Balance	\$11,141.37
33188	Church Extension and Development - Fund Balance	\$23,172.55
33189	National Missions in Texas - Fund Balance	\$14,592.13
33190	TX National Missions (Synod Special Acct)	\$0.00
33200	Old Age Concerns	\$47,012.09
33210	Reserve for Higher Ed	\$32,815.62
33220	Child & Youth Schroeder	\$569.88
33240	Viola Williams Memorial	\$25.73
33250	MACC Fund Balance	\$47,794.90
<b>Total Donor Restricted</b>		<b>\$428,721.39</b>
<b>Synod Youth Workshop</b>		
37100	Synod Youth Workshop - Current year	\$7,971.88
37110	SYW Income/Loss Prior Year	\$6,685.98
37120	SYW Racial Ethnic Scholarship	\$2,250.17
37121	SYW Brad Phillips Fund Fund Balance	\$0.00
<b>Total Synod Youth Workshop</b>		<b>\$16,908.03</b>
<b>Total Equity</b>		<b>\$1,446,318.85</b>
<b>Total Liabilities + Total Equity</b>		<b>\$1,459,982.92</b>

**Synod of the Sun  
Budget Year to Date - 3rd Qtr 2019**

Account Number	Account Name	Actual	YTD Budget	Annual Budget
<b>Income</b>				
<b>Budgeted Revenue</b>				
40001	PY Rollover/Retained earnings	0.00	0.00	0.00
41000	Presbyteries	152,614.93	114,461.19	152,614.93
42100	Contributions	778.38	2,999.97	4,000.00
42110	SOSPF Endowment	188,400.00	188,399.97	251,200.00
42200	Investment income	0.00	0.00	0.00
42210	PILP Interest earned	2,402.75	2,239.20	2,985.58
42230	TPF Interest earned	14,583.07	13,500.00	18,000.00
	<b>Total 42200 - Investment income</b>	<b>16,985.82</b>	<b>15,739.20</b>	<b>20,985.58</b>
43000	Services Income	0.00	0.00	0.00
43100	Communication Services Program	28,420.00	22,500.00	30,000.00
	<b>Total 43000 - Services Income</b>	<b>28,420.00</b>	<b>22,500.00</b>	<b>30,000.00</b>
	<b>Total Budgeted Revenue</b>	<b>387,199.13</b>	<b>344,100.33</b>	<b>458,800.51</b>
<b>Board designated income</b>				
46230	Pbty giving for use in 2020	83,472.73	0.00	0.00
<b>Expense</b>				
<b>Budgeted Expense</b>				
61000	Connecting Expenditures			
61080	Presbyterian Women	500.00	375.03	500.00
61100	Covenant Relationships Travel	618.57	2,999.97	4,000.00
61110	Lyon College	100.00	74.97	100.00
61120	Austin College	100.00	74.97	100.00
61130	University of Ozarks	100.00	74.97	100.00
61140	Schreiner University	100.00	74.97	100.00
61150	Trinity University	100.00	74.97	100.00
61160	Tulsa University	100.00	74.97	100.00
61170	Pan American School	100.00	74.97	100.00
61180	Austin Seminary	100.00	74.97	100.00
61190	Pby. Children's Homes & Service	0.00	74.97	100.00

**Synod of the Sun**  
**Budget Year to Date - 3rd Qtr 2019**

Account Number	Account Name	Actual	YTD Budget	Annual Budget
61200	Evergreen Pby. Ministries	100.00	74.97	100.00
61210	Vera Lloyd Home & Family	100.00	74.97	100.00
61220	Goodland academy	100.00	74.97	100.00
61230	Mo Ranch	100.00	74.97	100.00
61240	Pres History Society of SW	100.00	74.97	100.00
61250	TPF	100.00	74.97	100.00
61260	Multi-Cultural Youth Conf.	3,500.00	2,625.03	3,500.00
61300	National Conf Sponsorships	0.00	0.00	0.00
61302	Connecting Initiatives	0.00	4,124.97	5,500.00
61310	Critical Needs Fund	0.00	749.97	1,000.00
61320	OGA/PMA Unrestricted Giving	0.00	0.00	0.00
61330	National Event Hospitality	2,431.53	3,750.03	5,000.00
<b>Total 61000 - Connecting Expenditures</b>		<b>8,450.10</b>	<b>15,749.55</b>	<b>21,000.00</b>
62001	Equipping			
61030	COM Event	0.00	0.00	0.00
61070	EP Forum	4,446.49	3,750.03	5,000.00
61280	Clerk Forum	1,159.52	2,999.97	4,000.00
61290	Mission Convocation	6,441.31	5,249.97	7,000.00
62000	Communication	0.00	0.00	0.00
62010	Computer (Maint Svc Provider)	107.99	0.00	0.00
62020	Webmaster	280.02	1,500.03	2,000.00
62030	Communications Initiatives	2,655.54	3,750.03	5,000.00
62040	Computer (Hardware & Software)	1,256.21	2,250.00	3,000.00
62050	Communications (Mtgs, web exp)	798.00	1,125.00	1,500.00
<b>Total 62001 - Equipping</b>		<b>17,145.08</b>	<b>20,625.03</b>	<b>27,500.00</b>
63000	Empowering Expenditures			
61020	Solar Under the Sun	4,113.55	8,362.53	11,150.00
61050	Network Nurture	4,639.27	20,250.00	27,000.00
61270	Synod Youth Workshop	3,500.00	2,625.03	3,500.00
<b>Total 63000 - Empowering Expenditures</b>		<b>12,252.82</b>	<b>31,237.56</b>	<b>41,650.00</b>

**Synod of the Sun**  
**Budget Year to Date - 3rd Qtr 2019**

Account Number	Account Name	Actual	YTD Budget	Annual Budget
64001	Coordinating Team			
61340	Moderator Expenses	0.00	2,625.03	3,500.00
64000	Meeting and Book of Order Expenses	0.00	0.00	0.00
64010	Stated Meeting, Fall	590.74	11,250.00	15,000.00
64020	Stated Meeting, Spring	9,973.89	9,000.00	12,000.00
64030	Mid-Year Committee Gathering	0.00	0.00	0.00
64050	Administrative Commission	2,417.16	2,250.00	3,000.00
64100	Other Committee Expenses	5,083.17	7,499.97	10,000.00
66000	Office Expenses	0.00	0.00	0.00
66010	Office rent	0.00	0.00	0.00
66020	Telephone	1,680.77	2,999.97	4,000.00
66030	Postage	586.61	524.97	700.00
66040	Copiers	0.00	74.97	100.00
66050	Supplies	2,351.89	2,250.00	3,000.00
66060	File Retention/Storage	1,854.94	1,874.97	2,500.00
66070	Bookkeeping services	15,270.00	15,750.00	21,000.00
66071	Audit Fees	0.00	6,750.00	9,000.00
66090	Insurance	1,366.00	2,250.00	3,000.00
66100	Bank charges	0.00	749.97	1,000.00
66105	Aplios fees	0.00	450.00	600.00
66110	Miscellaneous Charges	749.97	749.97	1,000.00
66120	Contingency expense	0.00	749.97	1,000.00
	<b>Total 64001 - Coordinating Team</b>	<b>41,925.14</b>	<b>67,799.79</b>	<b>90,400.00</b>
65000	Personnel Expense			
65010	Synod Leader/SC Salary & House	69,525.09	69,525.00	92,700.00
65020	Synod Leader/SC BOP	21,226.14	21,173.04	28,230.72
65030	Synod Leader/SC FICA share	6,623.67	5,318.64	7,091.55
65040	Synod Leader/SC Prof Expenses	850.31	1,125.00	1,500.00
65050	Synod Leader/SC Prof Development	0.00	1,125.00	1,500.00

**Synod of the Sun**  
**Budget Year to Date - 3rd Qtr 2019**

Account Number	Account Name	Actual	YTD Budget	Annual Budget
65110	Comm. & Admin Coordinator Salary	36,000.00	36,000.00	48,000.00
65120	Comm. & Admin Coordinator BOP	10,955.61	10,917.18	14,556.24
65130	Comm. & Admin Coordinator FICA Share	1,549.05	2,754.00	3,672.00
65140	Comm. & Admin Coordinator Prof Dev	1,164.22	1,125.00	1,500.00
65220	Temp Staff & Other Staff expense	169.00	7,499.97	10,000.00
65410	Personnel Committee	80.23	1,500.03	2,000.00
65510	Synod Leader/SC Travel	19,442.79	20,999.97	28,000.00
65520	Comm. & Admin Coordinator Travel	1,064.63	3,750.03	5,000.00
	<b>Total 65000 - Personnel Expense</b>	<b>168,650.74</b>	<b>182,812.86</b>	<b>243,750.51</b>
66001	Grants & Scholarships			
61040	Mission Grants	24,400.00	22,500.00	30,000.00
	<b>Total 66001 - Grants &amp; Scholarships</b>	<b>24,400.00</b>	<b>22,500.00</b>	<b>30,000.00</b>
66002	Representation			
64090	Committee on Representation	0.00	749.97	1,000.00
	<b>Total 66002 - Representation</b>	<b>0.00</b>	<b>749.97</b>	<b>1,000.00</b>
66003	Permanent Judicial Commission	0.00	2,625.03	3,500.00
64040	Perm. Judicial Commission	2.40	0.00	0.00
	<b>Total 66003 - Permanent Judicial Commission</b>	<b>2.40</b>	<b>2,625.03</b>	<b>3,500.00</b>
	<b>Total Budgeted Expense</b>	<b>272,826.28</b>	<b>344,099.79</b>	<b>458,800.51</b>
	<b>Net Income (Loss)</b>	<b>0.00</b>	<b>114,372.85</b>	<b>0.00</b>

## An Overture from the Presbytery of Cimarron to the Synod of the Sun

**Recommendation:** The Presbytery of Cimarron overtures the Synod of the Sun to examine the University of Tulsa's covenant with the Synod of the Sun and to clarify the University of Tulsa's status as a Presbyterian-related university. We request that such clarification occur through conversations between Synod of the Sun leadership and the University of Tulsa leadership, members of the Board of Trustees, and/or the Sharp Chaplain (currently Rev. Jeff Francis). We hope that the Synod's inquiry into the University of Tulsa will impact the work of the Presbyterian Mission Agency and the Task Force to Study the Purpose and Place of the Humanities. We in Cimarron Presbytery are ready to participate in such conversations if invited, perhaps in conjunction with members of Eastern Oklahoma and Indian Nations presbyteries.

**Rationale:** The University of Tulsa has adopted a radical restructuring proposal that begins to take effect in the 2019-2020 academic year.<sup>1</sup> In "True Commitment: Reimagining The University of Tulsa," the academic program closures and consolidations reduce humanities to a minor footnote to the university's mission.<sup>2</sup> These cuts are of deep concern to Presbyterians who highly value liberal arts and understand the humanities to provide a vital foundation for ethical and moral reasoning, which is at the heart of liberal arts education. Deep student engagement with liberal arts is critical to the career paths chosen by many students, such as business, health care, and law.

TU's restructuring is taking place at a time when the Presbyterian Church (USA) is confronting the widespread trend that considers higher education primarily as a vehicle to commercial success. Groups of students, faculty, and alumni have protested this sudden reorientation of the university toward 'job training,' objecting to the administration's lack of transparency and rushed process as well as the resulting program cuts.<sup>3</sup> The Association of Presbyterian Colleges and Universities lists the University of Tulsa as a member. We would hope that this organization, though a voluntary collaboration among our denominational schools, would uphold the liberal arts values that we regard as important. A pillar of our Reformed tradition is our understanding that all vocations are focused on love of God and neighbor, not as solo pursuits of wealth as the mark of 'the good life.' The 223<sup>rd</sup> General Assembly (2018) approved formation of a task force to study the place and purpose of the humanities at Presbyterian-affiliated colleges and universities.<sup>4</sup> The overture that requested this task force makes a strong case for the joining of faith and reason as foundational to Presbyterian values, which is more important than ever in our time of 'alternative facts,' divisive nationalism and institutional racism.

The Presbyterian heritage handed down through generations of TU faculty and students is not a narrow, denominational stream of thought separated from the world outside the doors of academe. Instead, the Reformed tradition represents open-minded, generous scholarship that finds kindred spirits in world religions beyond the Judeo-Christian tradition, and in the secular humanities, particularly philosophy and religion. Presbyterian-related colleges and universities are well positioned to provide a college experience that grounds students in ethics, history, and moral reasoning in order to resist consumerism, to develop respect for diverse cultures, and to be good stewards of creation whatever their chosen career. Because the University of Tulsa has been a respected liberal arts institution in the south-central and southwest region of the United States and has been a covenant partner with Synod of

<sup>1</sup> <https://utulsa.edu/truecommitment/>

<sup>2</sup> <https://utulsa.edu/truecommitment/academicstrategy/#future>

<sup>3</sup> <https://www.tuplan.org>

<sup>4</sup> <https://www.pc-biz.org/#/committee/3000012/business>, "On a Collaborative Study of the Place and Purpose of the Humanities in the Teachings of PC(USA) Liberal Arts Colleges and Universities"—From the Presbytery of Greater Atlanta.

the Sun, we are especially distressed at its new direction and will find it difficult to recommend TU to Presbyterian students.

**Concerns:**

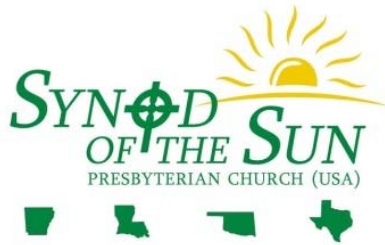
- 1) The University of Tulsa has not consulted with the Presbyterian Church (USA) about the changes that would diminish Presbyterian values supporting the liberal arts and humanities.
- 2) Representation of the Presbyterian Church (USA) on the Board of Trustees of the University of Tulsa is completely lacking.
- 3) What was once a university-wide, historic Presbyterian connection now appears to be developed and recognized only through Sharp Chapel programs and events that are attended by a small proportion of the TU community.
- 4) The University of Tulsa is not fulfilling its responsibilities as a covenant partner within the Synod of the Sun.
- 5) Though the Presbyterian Mission Agency was instructed to form and resource this task force by the 223<sup>rd</sup> General Assembly, it has not been named as of this date.<sup>5</sup>

Respectfully Submitted,  
Rev. Deborah Meinke, Stated Clerk  
Cimarron Presbytery

---

<sup>5</sup> [http://oga.pcusa.org/section/committees/committees/ga223-special-committees-and-task-forces/#Places\\_Purpose](http://oga.pcusa.org/section/committees/committees/ga223-special-committees-and-task-forces/#Places_Purpose)





## REPORT TO SYNOD OF THE SUN

Synod Grants and Scholarships Commission

October 31, 2019

### 2019 HIGHLIGHTS

The Synod of the Sun  
Grants and Scholarships Commission  
has now funded  
scholarship and grant applications  
totaling more than

**\$1,000,000**

since its inception in 2012.



IMAGINE: Compassion, to be held in Kingsville, Texas, is an event developed by Synod of the Sun leaders and supported by the Synod Grants and Scholarships Commission; and it is in accordance with the Synod's Vision Plan, "to work for the dismantling and eradication of injustices (including internal) based on race, culture, gender, gender identity, accessibility, and socioeconomic status through Education and Training, Shared Experience(s), and Building Community." The IMAGINE: Compassion scripture is Micah 6:8, Come See...Go Tell.

#### **Come see:**

Through conversation and action, IMAGINE:Compassion participants will hear, see and feel the story of those mobilized to help asylum seekers and children separated from their parents at the Texas/Mexico border.

#### **Go tell:**

Equipped with first-hand knowledge of the border crisis, participants will be able to return to their home congregations with stories to tell and actions to take.

This report describes calendar year 2019 grants and scholarships awarded to the people and organizations in each of the four states of the Synod: Arkansas, Louisiana, Oklahoma, and Texas.

The Synod Grants and Scholarships Commission meets in January, April, July, and October to review applications submitted during the previous quarter. Notices based on the Commission's decisions are sent out normally within two weeks after the quarterly meeting. The listings of scholarships and grants available through the Synod of the Sun's Grants and Scholarships Commission are located on the Synod's website ([synodsun.org](http://synodsun.org)).

**Scholarships.** Any Presbyterian within the synod may apply for a scholarship. Scholarships are for individuals within the Synod of the Sun who meet the criteria for assistance within the specified purposes of the funds.

**Grants.** Any Presbyterian organization within the synod may apply for a grant; however, priority is normally given to applications from partnerships with two or more congregations, presbyteries, institutions related to synod by covenant, or multicultural endeavors (or committees of these organizations). The synod becomes a member of the partnership when the grant is approved.

Applications are processed upon the completion of each quarter; for instance, the applications submitted during the fourth quarter of 2018 were reviewed in January, 2019. Not all applications are approved for full funding; some may receive partial funding, may be disapproved, returned for clarification, or referred elsewhere for funding.

### **Funds Approved for Presbyteries of the Synod of the Sun for the Calendar Year 2019**

This report for the calendar year 2019 highlights many needs fulfilled through the funding of scholarship requests from individuals and grant requests from organizations of the presbyteries submitting applications for assistance.

#### **Cross-Presbytery Awards**

- Hispanic Ministries Mission Network (HMMN) Meeting \$2,000
- Transportation for Montreat College Conference \$3,000
- Wall of Welcome \$2,000
- Youth Triennium expenses for four presbyteries (Mission, Tres Rios, New Covenant, South Louisiana) \$6,800

#### **Cimarron Presbytery**

- Perry Food Pantry Start-up Costs \$5,000

#### **Eastern Oklahoma Presbytery**

- Seminary scholarship recipient, for certificate in ministry program through Austin Presbyterian Theological Seminary \$1,300

#### **Grace Presbytery**

- Scholarship recipient, to attend the PC(USA) Peacemaking Program Travel Study Seminar to Central American Migrant Trails \$1,500

#### **Indian Nations Presbytery**

none

#### **Mission Presbytery**

- Seminary scholarship recipient, for attendance at Austin Presbyterian Theological Seminary \$6,880
- Connect for Hope Partnership with Camp Gilmont \$3,500
- Cross Cultural Intern Project in Harlingen, TX with focus on Hispanic families with children and youth \$4,000
- Accessibility Renovation for bathroom remodel to provide handicap accessibility \$5,000
- Primera Iglesia Presbiteriana Mexicana – Young Christian Latina Leaders project and YCLL Leadership Retreat \$5,000
- One individual to attend small church pastor’s retreat at Mo-Ranch \$540

Page left intentionally blank.

## STATEMENT OF PURPOSE

---

*Within this policy, the term “child,” “children,” “youth,” and “young people” refer to all persons less than 18 years of age.*

---

*“Therefore, as God’s chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive whatever grievances you may have against one another. Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity. Let the peace of Christ rule in your hearts, since as members of one body you were called to peace. And be thankful. Let the word of Christ dwell in you richly as you teach and admonish one another with all wisdom, and as you sing psalms, hymns and spiritual songs with gratitude in your hearts to God. And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him.”*

*Colossians 3:12-17*

The Synod of the Sun believes that we are called by God to create a safe haven for all of the children and youth in our care, nurturing, protecting, and empowering them through faith and trust. This commitment includes taking appropriate steps to reduce the risk of harm to the young people in our care.

The following policy was established to minimize the risk of any of our children and youth being subjected to sexual, physical, or mental abuse. These policies and procedures are also intended to respect the rights and afford due process to persons accused of improper conduct.

**Specifically this policy will address the following:**

- Roles, Expectations, and Responsibilities of Event Staff and Sponsors
- Screening and Selection of Event Staff and Sponsors
- Guidelines for Event Staff and Sponsor
- Code of Conduct
- Reporting of Allegations
- Responding to Allegations
- Consequences
- Education and Training for Event Staff and Sponsors

## **ROLE, EXPECTATIONS, AND RESPONSIBILITIES**

---

*“Teaching is highly responsible work. Teachers are held to the strictest standards.”  
James 3:1b*

As ambassadors of Jesus Christ, we must strive to be worthy of a very high standard of trust. For this reason, every volunteer associated with the Synod of the Sun who works with children and youth must avoid even the appearance of inappropriate behavior. All volunteers must diligently avoid any conduct that appears wrong to a reasonable observer, even if no actual misconduct takes place.

Volunteers should be persons who:

- Have a personal relationship with Jesus Christ
- Are willing to share their faith with children and youth
- Have a love of children and youth
- Are prepared, yet flexible
- Understand boundaries when interacting with children and youth
- Have a willing heart
- Are respectful of children and youth and those they work with

Volunteers must:

- Comply with this policy
- Uphold Christian moral standards
- Discuss suspicions of any unhealthy or abusive activities or situations with the Synod Event Director and the Synod of the Sun Staff Person
- Have undergone a background check within 24 months of the Synod event

Failure to comply with this policy will be grounds for immediate dismissal as a volunteer.

Each Synod event that includes children and youth will be required to compose a list of expectations and responsibilities for its event staff and adult sponsors; a copy of this will be given to each event staff and adult sponsor; a copy will be kept on file at the Synod of the Sun office.

## SCREENING & SELECTION FOR EVENT STAFF & SPONSORS

---

*"As the one who called you is holy, be holy yourselves in all your conduct."*

*1 Peter 1:15*

### 1) EVENT STAFF

- An EVENT STAFF APPLICATION FORM (Appendix A), must be completed by each person desiring to serve on staff of a Synod of the Sun event that includes children and youth.
- A CONSENT FORM (Appendix C) must also be completed by each member of the Event Leadership Team unless they can provide documentation that a background check has already been completed by their congregation or governing body in the last 12 months (Appendix B). These forms will provide personal and confidential information necessary to perform criminal background and reference checks on each applicant, which will be completed by the designated Synod staff person.
- The EVENT STAFF APPLICATION FORM and the CONSENT FORM authorizing Synod of the Sun to conduct criminal background checks will be kept on file at the Synod of the Sun office.

The designated Synod of the Sun staff person, on behalf of the appropriate event leadership group, will conduct the background checks and may consult with the event leadership staff and/or Synod of the Sun Co-Leader concerning the results of any background check.

- Whether disclosed voluntarily or by result of the security background check, the following items will automatically disqualify a person from participating in the leadership or sponsorship of any children's or youth activity or program related to the Synod of the Sun:

*Any conviction for: murder; aggravated assault; sexual abuse; sexual assault (rape); aggravated sexual assault; injury to a child; incest; indecency with a child; inducing sexual conduct or sexual performance with a child; possession or promotion of child pornography; the sale, distribution, or display of harmful materials or prohibited substances to a minor; employment harmful to children; or abandonment or endangerment of a child. All other convictions or charges for any other crimes not listed above will be reviewed by the appropriate committee seeking to secure the particular employee or volunteer.*

## **2) ADULT SPONSORS**

The Synod of the Sun strongly urges each local church to adopt its own screening procedure, which includes a security background check to ensure the safety and protection of its own children and youth. The Synod relies on the local church session to fulfill its own responsibility to its children and youth.

- Ordinarily, adult sponsors will only be permitted to serve as sponsors at Synod events if they have been members of the local church for a period of not less than six months, unless the adult volunteer or advisor/sponsor is transferring from active membership in another church where references can be attained.
- Each church must submit an **APPROVED ADULT LEADERSHIP FORM** (Appendix D) to the Synod event registrar which lists those adults, 21 or older, who have had a security background check, a driving record check and are approved to serve as sponsors and drivers in order to participate in a Synod event.
- Background checks and driving record checks need to be done within the past 12 months.
- All adult sponsors are required to sign a Covenant of Community Living specific to each Synod event.

## GUIDELINES FOR EVENT STAFF & ADULT SPONSORS

---

*“Children are a gift from the Lord. They are a reward from Him.”*

*Psalm 127:3*

### 1) Adult / Student Ratios

- The minimum ratio of adult to child or youth is 1: 6.
- Each Synod event can implement stricter guidelines specific to that event.  
As often as possible, there should be at least two adults in each small group, and where possible, at least one adult of each gender. As as much as is possible, make sure that an adult is not left alone one on one with a child or youth. (See Code of Conduct)

### 2) Driving Policy

Transportation of children, whether on buses, motor coaches or private passenger vehicles, is a serious responsibility. Especially when utilizing church owned vehicles or private vehicles of employees and volunteers, utmost care shall be taken in view of the risks associated with managing transportation.

The following standards shall apply:

1. No employee or volunteer shall transport a single child that is not his/her own, except as may be required in an emergency with the approval of a supervisor. Communications shall be established to verify the whereabouts, expected arrival and change of custody of the child.
2. Any driver operating a vehicle which holds 16 passengers or more, including the driver, shall possess a valid Commercial Driver License (CDL).
3. Any person who drives on behalf of (Your Church) sponsored programs shall be previously qualified under our transportation and driver qualification procedure. (Appendix G)
4. Adult-child ratios shall be maintained and within the safe loading limits of the vehicles being used.
5. As practicable, mixed age groups are not to sit together.
6. Employees and volunteers are not to make unauthorized or unplanned stops.
7. On each trip, a vehicle log shall be maintained which documents the departing time, arrival time, destination, mileage, names of passengers and supervising staff and volunteers and any unusual occurrences.
8. All passengers are to be seated and to use safety belts as available.
9. Employees and volunteers are to be seated on larger vehicles in a way that permits them to supervise young passengers.
10. When passengers must disembark at a rest facility or destination, care shall be taken to obtain a headcount on arrival and departure. All passengers shall be required to complete a trip on the same vehicle to assure accountability .



## CODE OF CONDUCT

---

This Code of Conduct defines individual responsibilities as Ministers, leaders, employees or volunteers to meet the expectations of the Synod of the Sun with respect to behavior or conduct in the service of the ministries of the Synod, especially those which serve children and “vulnerable adults”.

### General Requirements --

Each person subject to this Code shall

1. Act as a team member in fulfilling ministry objectives
2. Treat children and “vulnerable adults” with respect, and fairly without regard to race, age, gender, sexual orientation or religion
3. Practice those behaviors we regard as necessary and positive as well as to refrain from those behaviors which have been defined as prohibited.

### General Prohibitions --

The following behaviors are prohibited at all times:

1. Display affection toward a child/client in privacy.
2. Use profanity or tell off-color jokes.
3. Discuss their sexual encounters with or around children or in any way involve children in their personal problems or issues.
4. Date or become romantically involved with children.
5. Use or be under the influence of alcohol or illegal drugs in the presence of children.
6. Possess sexually oriented materials, including printed or online pornography, on Synod property, or property being utilized for a Synod event.
7. Have secrets with clients/youth/children.
8. Stare at or comment on children’s bodies.
9. Engage in inappropriate or unapproved electronic communication with children.
10. Work one-on-one with children in a private setting.
11. Abuse clients/youth/children in anyway including (but not limited to) the following:
  - Physical abuse: hit, spank, shake, slap, unnecessarily restrain
  - Verbal abuse: degrade, threaten, curse
  - Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations
  - Mental abuse: shame, humiliate, act cruelly
  - Neglect: withhold food, water, shelter
  - Permit children to engage in the following: Hazing, bullying, derogatory name-calling, games of Truth or Dare, ridicule or humiliation or sexual activity
12. Manipulate or exploit a “vulnerable adult” in any way.

**Child and Youth Protection Policy of the Synod of the Sun**

**Reporting Obligations --**

Each Minister or statutory “mandatory reporter” shall report:

1. Concerns or complaints about other employees and volunteers, other adults, or children to a supervisor.  
(Appendix E – Incident Report Form)
2. Allegations or incidents of “suspected abuse” to the designated law enforcement or child welfare authority.  
(Appendix E– Incident Report Form)

**Specific Interaction Standards –**

As often as possible, there should be at least two adults in each small group, and where possible, at least one adult of each gender. ON the event grounds, as much as is possible, an adult should not be left alone one on one with a child or youth.

Each Minister, employee or volunteer worker of the Synod shall conduct him/herself in a manner that fosters understanding of SafeConduct™ in the context of serving children and “vulnerable adults”. The standards articulated below serve two purposes:

- To protect children and “vulnerable adults” from abuse or grooming for abuse elsewhere; and
- To protect/prevent staff and/or leadership from engaging in patterns of behavior that may be construed as abusive or predatory. While a single infraction of guidelines may not constitute abuse, a pattern of repeated violations will result in disciplinary action up to and including dismissal from ministry.

1. **Approval and Affection** – In providing approval or affection, the following guidelines apply:

<i>Appropriate Physical Interactions</i>	<i>Inappropriate Physical Interactions</i>
<ul style="list-style-type: none"> <li>• Side hugs</li> <li>• Shoulder-to-shoulder or “temple” hugs</li> <li>• Pats on the shoulder or back</li> <li>• Handshakes</li> <li>• High-fives and hand slapping</li> <li>• Verbal praise</li> <li>• Pats on the head when culturally appropriate</li> <li>• Touching hands, shoulders, and arms</li> <li>• Arms around shoulders</li> <li>• Holding hands (with young children in escorting situations)</li> </ul> <p>These may be inappropriate if unwanted by the child or the employee or volunteer.</p>	<ul style="list-style-type: none"> <li>• Full-frontal hugs</li> <li>• Kisses</li> <li>• Showing affection in isolated area</li> <li>• Lap sitting</li> <li>• Wrestling</li> <li>• Piggyback rides</li> <li>• Tickling</li> <li>• Allowing a child to cling to an employee’s or volunteer’s leg</li> <li>• Any type of massage given by or to a child</li> <li>• Any form of affection that is unwanted by the child or the employee or volunteer</li> <li>• Compliments relating to physique or body development</li> <li>• Touching bottom, chest, or genital areas</li> </ul>

**Child and Youth Protection Policy of the Synod of the Sun**

2. **Verbal Interactions** – The manner of speaking with children establishes respect. The following guidelines apply:

<i>Appropriate Verbal Interactions</i>	<i>Inappropriate Verbal Interactions</i>
<ul style="list-style-type: none"> <li>• Positive reinforcement</li> <li>• Appropriate jokes</li> <li>• Encouragement</li> <li>• Praise</li> </ul>	<ul style="list-style-type: none"> <li>• Name-calling</li> <li>• Discussing sexual encounters or in any way involving children in the personal problems or issues of employees and volunteers</li> <li>• Secrets</li> <li>• Cursing</li> <li>• Off-color or sexual jokes</li> <li>• Shaming</li> <li>• Belittling</li> <li>• Derogatory remarks</li> <li>• Harsh language that may frighten, threaten or humiliate children</li> <li>• Derogatory remarks about the child or his/her family</li> </ul>

3. **Out of Program Contact** - strongly recommends that Ministers, employees or volunteers do not have outside contact with children from church programs. However, if off-site contacts are unavoidable, the following forms of outside contact are appropriate and inappropriate:

<i>Appropriate Outside Contact</i>	<i>Inappropriate Outside Contact</i>
<ul style="list-style-type: none"> <li>• Taking groups of children on an outing</li> <li>• Attending sporting activities with groups of children</li> <li>• Attending functions at a child’s home, with parents present</li> </ul>	<ul style="list-style-type: none"> <li>• Taking one child on an outing without the parents’ written permission</li> <li>• Visiting one child in the child’s home, without a parent present</li> <li>• Entertaining one child in the home of a Synod employee or volunteer</li> <li>• A lone child spending the night with a Synod employee or volunteer</li> </ul>

## Child and Youth Protection Policy of the Synod of the Sun

4. **One-on-One Interactions** – Because most abuse occurs when an adult is alone with a child, private one-on-one meetings with a child are prohibited unless approved in advance by (Chair, Employment Committee). When so permitted, the following guidelines shall apply:

### *One-on-One Interaction Guidelines*

- When meeting one-on-one with a child, always do so in a public place in full view of others.
- Avoid physical affection that can be misinterpreted. Limit affection to pats on the shoulder, high fives, and handshakes.
- If meeting in a room or office, leave the door open or move to an area that can be easily observed by others passing by.
- Inform other employees and volunteers that you are alone with a child and ask them to randomly drop in. (Ask to be supervised.)
- Document and immediately report any unusual incidents, including disclosures of abuse or maltreatment, behavior problems and how they were handled, injuries, or any interactions that might be misinterpreted.

*To the extent any of these guidelines may appear to be in conflict, the spirit of them is that one shall seek to be under the supervision of others while meeting privately with a child.*

## 5. Social Media – Electronic Communications –

**General Social Media Policy** -- No Minister, employee, or volunteer of the Synod shall create or use a media site (web, Facebook, YouTube, or similar) in the name of or purporting to represent the Synod without the explicit written permission of the Board of Directors or Event Leadership. When clergy or staff, acting in their capacity as a representative of the Synod, lead or coordinate a group activity using social media, each may use only official Synod sites/channels when they have been made available by the Synod. These may include web pages, Facebook, e-mail and similar means.

### **Social Media Communications –**

In order to extend the life of the Church, enhance communication and develop participation of young people in the life of the Synod and its ministry, the Synod will authorize certain persons to manage the Synod's official website and organization Facebook page. Use by Ministers of private pages and private profiles are prohibited.

Persons who shall create public pages on behalf of Synod programs are responsible to monitor communications and to assure that employees and volunteers do not have private (and possibly inappropriate) conversations with children.

**Child and Youth Protection Policy of the Synod of the Sun**

Persons having Facebook privileges on behalf of the Synod, shall treat unsolicited communication or “friending” from children under age as an unauthorized text message. No reply may be given except to indicate by a posting that accepting a “friend” invitation by under-age children is a violation of the Code of Conduct.

If a child reveals abuse or inappropriate interactions with an adult, the person must report this information in the manner of any “suspected abuse”.

When using Facebook to communicate with children, the authorized Minister shall inform parents/guardians of each child that the latter is communicating with the person via Facebook, providing the parent/guardian the opportunity to disapprove or to participate in a Group.

**Social Networking Code of Conduct –**

Each person who leads using the resources of social media shall apply this Social Networking Code of Conduct:

- Prohibit comments that are, or could be construed by any observer, to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
- Prohibit sexually oriented conversations or discussions about sexual activities.
- Prohibit private messages between employees and volunteers and children.
- Prohibit posting inappropriate pictures (for example, sexually suggestive, exploitive or voyeuristic) or inappropriate comments on pictures.
- Provide children and their parents with this Social Networking Code of Conduct.
- Encourage parents to play a role in monitoring their children’s interactions with employees and volunteers.
- Continuously remind children how to interact appropriately through social networking sites.
- Deny participation by individuals who repeatedly violate the Code of Conduct.

At the institution of the use of social media, the authorized Minister shall present this Social Networking Code of Conduct to children (or other client group) and parents/guardians.

\*\*\*\*\*

If offered a position as Minister, employee or volunteer, I affirm that application disclosures are complete and truthful. I agree to comply with the policies and rules contained in this policy, to include training, monitoring, reporting and ministry administrative procedures. I agree to meet standards for one-on-one relationships with children/clients as defined above. If requested to do so, I will cooperate with any investigation of a possible violation of Synod policies and rules by providing complete and truthful information in an oral and/or written statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name  
Revised 8/7/2014

## REPORTING ALLEGATIONS

---

*"Don't abuse or take advantage of others...Don't mistreat widows or orphans.  
If you do and they cry out to me, you can be sure I'll take them most seriously..."*  
*Exodus 22:21-23*

- At the orientation session, make sure all event staff knows the incident reporting procedure and the requirements of state and local laws regarding the reporting of child abuse.
- Discuss suspicions of any unhealthy or abusive activities or situations with the Synod Event Director.
- If an incident is witnessed or reported, that person should first secure the safety of the child or youth. Children and youth should not be left alone. The person initially contacted by the alleged victim, or who observed the offense, should immediately fill out a written report recorded verbatim, called an "INCIDENT REPORT" (Appendix E).
- The Director of the event is to immediately notify the Synod of the Sun Staff Person and Child Protective Services (if necessary).
- All Synod Event Staff and adult sponsors must uphold confidentiality and respect regarding any reported incident. All Synod Event Staff and adult sponsors should be instructed that all communications about any incidents come only from the Director of the Event and Synod of the Sun Staff Person.
- The Synod of the Sun Staff Person should prepare a list with agencies to be contacted for each event. (For example: Event Director's phone number, local police, hospital, etc.)
- Any accusation made after the event is over should be directed to the Synod of the Sun Staff Person.

## RESPONSE TO ALLEGATIONS

---

*“The LORD has shown you what is good. He has told you what he requires of you.  
You must treat people fairly. You must love others faithfully.  
And you must be very careful to live the way your God wants you to.”  
Micah 6:8*

In responding to allegations of sexual misconduct, the Synod of the Sun will seek to uphold the dignity of all persons involved, including persons who are alleging harm, persons who are accused of sexual misconduct, and the families and communities of each. Where possible, the privacy of persons will be respected and confidentiality of communications will be maintained.

The Synod of the Sun will respond to every allegation and Incident Report, conduct a thorough investigation, and determine the appropriate action.

- When an Incident Report is submitted, a Response Team will be composed minimally of...
  - *Director of the Event*
  - *Synod of the Sun Staff Person*
  - *Stated Clerk*
- The Response Team should immediately contact the Synod’s legal counsel and insurance company.
- The Response Team should immediately inform the accused and the accuser that they have the right to retain their own counsel. The Synod’s legal counsel will represent the Synod but not individual interests.
- The Response Team is to contact the families of the alleged victim and the accused to communicate action already taken. (“Here’s what’s already been done; here’s what is going to be done.”) The continuing pastoral care of the alleged victim and family, and the accused, needs to be done by someone outside of the Response Team, such as a pastor or social worker.
- The Response Team should prepare a statement for possible use with the media and other inquiring agencies and communities.
- If the accused is a member of the clergy, s/he is also subject to the “Rules of Discipline” of the Presbyterian Church (USA), and their Presbytery’s “Guidelines for Responding to Allegations of Clergy Sexual Misconduct”.

## CONSEQUENCES

---

*"If a fellow believer hurts you, go and tell him - work it out between the two of you. If he listens, you've made a friend. If he won't listen, take one or two others along so that the presence of witnesses will keep things honest, and try again. If he still won't listen, tell the church. If he won't listen to the church, you'll have to start over from scratch, confront him with the need for repentance, and offer again God's forgiving love."*

*Matthew 18:15-17*

- Any person accused of committing a Prohibited Act, whether a staff member, employee, member, or volunteer, will immediately be removed of responsibilities with direct child contact. If investigation supports the accusations, the accused person will be suspended from participation in all children's and youth activities and programs of Synod of the Sun. Such suspension shall continue during any investigation by the church and/or law enforcement or child protection agencies.
- Any person found to have committed a Prohibited Act shall be prohibited from future participation in children's and youth activities and programs of Synod of the Sun. If the person is a staff member or employee of the Synod, such conduct may also result in termination of employment.
- As required by Texas law, all reports of abuse will be forwarded in a timely manner by Synod of the Sun to the appropriate child protection and law enforcement authorities.
- Failure to timely report a Prohibited Act to the designated person shall be considered a procedural violation of this Child Protection Policy and shall be grounds for termination of employment of a staff member or employee and suspension and dismissal from participation in all children's and youth activities and programs of Synod of the Sun by any person.
- When the allegations involve a member of the clergy, the provisions of the Synod of the Sun the guidance of the church's discipline will be followed.



## **EDUCATION and TRAINING of EVENT STAFF & SPONSORS**

---

*“For you are great and do wondrous things; you alone are God. Teach me your way, O Lord, that I may walk in your truth; give me an undivided heart to revere your name. I give thanks to you, O Lord my God, with my whole heart, and I will glorify your name forever.”*

*Psalm 86:10-12*

In order to create a safe and nurturing environment for our children and youth, we are committed to providing tools, education and guidelines for our Event Staff and Adult Sponsors. Therefore we have developed and implemented training on this child protection policy that educates those who work with children and youth on preventing, recognizing, reporting, and responding to abuse.

### **EVENT STAFF**

Event Staff will be required to participate in and complete online training, as provided and administered by Synod staff, prior to or during a Synod event. Verification of completion for each adult staff should be obtained by the Event Leader/Liaison prior to meetings/events involving youth.

All volunteers must sign a VOLUNTEER COVENANT (Appendix F) and Code of Conduct form provide within as written acknowledgement stating they have received and reviewed a copy of this Child Protection Policy, and that they will observe these policies and guidelines.

### **ADULT SPONSORS**

Each Synod of the Sun event that involves children and youth will compose a list of expectations for its participating adult sponsors. This Adult Expectation list and the Synod of the Sun’s Child & Youth Protection Policy will be sent to each participating church for them to review with the adult sponsors they are sending to the event. Each adult sponsor will be required to sign that they have read, understand and will abide by this policy and the expectations of the Synod of the Sun.

**APPENDIX A**

**SYNOD OF THE SUN  
EVENT STAFF APPLICATION FORM**

Name: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Church: \_\_\_\_\_ City: \_\_\_\_\_ Church Phone: \_\_\_\_\_

Endorsement of Pastor, Christian Educator, Youth Leader: \_\_\_\_\_  
(please circle one)

Place of Employment: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Your honest answers to the following questions will assure our church family, parents, and children of the finest care we can provide.

- 1) In what area of ministry do you wish to serve and why?
  
  
  
  
  
  
  
  
  
  
- 2) What gifts and experience do you bring to this ministry?
  
  
  
  
  
  
  
  
  
  
- 3) Have you ever been subject to any disciplinary action, complaint or allegations that you violated any employer's or any organization's policy concerning sexual misconduct? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, please explain)
  
  
  
  
  
  
  
  
  
  
- 4) Have you ever been arrested, charged, indicted or convicted for any criminal offense (misdemeanor or felony) other than a traffic violation? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, please explain)

**Child and Youth Protection Policy of the Synod of the Sun**

- 5) Have you ever had your driver's license suspended or restricted for any reason? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, please describe the date(s) and reasons for each occurrence.
  
- 6) Have you ever been hospitalized or treated for alcohol or substance abuse? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, please explain)
  
- 7) Were you a victim of sexual or physical abuse or molestation while a minor Yes \_\_\_\_\_ No \_\_\_\_\_
  
- 8) Other than the above questions, is there any fact or circumstance involving you or your background that would cause you or the church to have concerns about your being entrusted with the supervision, guidance and care of minors? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, please explain.)

References: Please list two persons who are familiar with your character and abilities. Contacts at prior churches are appropriate. Please do not include relatives. References are confidential.

- 1) Name: \_\_\_\_\_  
Address \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Nature of the relationship with you: \_\_\_\_\_
- 2) Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Nature of the relationship with you: \_\_\_\_\_

**Child and Youth Protection Policy of the Synod of the Sun**

I understand and agree that:

- 1) All information I have provided may be verified. I agree to release from liability any person or organization that provides information regarding me, including these persons I have listed as references. I do hereby agree to indemnify and hold harmless, the Synod of the Sun, its employees, representatives and agents from any claims or causes or action relating in any manner to the verification of or attempts to verify the information provided, attempts to contact references or conversations with any references. I understand that any information received will not be disclosed to me, and I hereby waive any right I any have to inspect any information provided about me by any person or organization identified by me on this form.
- 2) By signing this form, I certify and affirm that the information I have given is true, complete and correct in all respects.
- 3) I hereby give my permission for the Synod of the Sun to obtain information relating to my criminal history record through the appropriate agency. The criminal history record, as received from the reporting agencies may include arrest and conviction data as well as plea bargains and deferred adjudications. I understand this information will be used, in Part, to determine my eligibility for an employment or volunteer position with the church. I also understand that I will have the opportunity to review the criminal history, and a procedure is available for clarification, if I dispute the record as received. I, the undersigned, do for myself and heirs, executors and administrators, hereby release and forever discharge and agree to indemnify the investigating agency ad each of their officers, directors, employees, and agents and hold them harmless from and against any and all causes of actions, suits, liabilities, costs, debts and sums of money, claims and demands whatsoever, and any and all related attorney’s fees, court costs and other expenses resulting from the investigation of my background in connection with my application to become an employee or a volunteer.

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form is confidential and will be kept on file at the Synod of the Sun office.

*Note: It is your responsibility to attend a scheduled training session on abuse and the Synod of the Sun’s Child & Youth Protection Policy before you work as Synod Event Staff.*

APPENDIX B

SYNOD EVENT STAFF

A Criminal Background Statement

A Criminal Background Check **HAS BEEN** administered on behalf of

\_\_\_\_\_

(Your name)

Yes \_\_\_\_\_

No \_\_\_\_\_

If yes, by \_\_\_\_\_

(Check by institution/church)

My Criminal Background Check was:

Statewide \_\_\_\_\_

Nationwide \_\_\_\_\_

My background check **DID NOT** reveal items of offense that would prevent me from ministry with youth at the Synod Youth Workshop.

Correct statement \_\_\_\_\_

NOT correct statement \_\_\_\_\_

If incorrect statement, please provide additional information.

If no criminal background check has been administered in the last 12 months, I understand that the Synod of the Sun Staff Person will contact me for permission to administer a criminal background check. The background check information will be held in highest confidence and read only by the Synod Event Director and the Synod of the Sun Staff Person, and possibly the Synod Co-Leader, and then deleted.

I verify that the above information is accurate and true.

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

APPENDIX C

SYNOD EVENT STAFF

BACKGROUND & DRIVERS LICENSE CONSENT FORM

The Synod of the Sun, PCUSA, is authorized by state law to obtain criminal history record and driving record information on volunteers who wish to work with minor children. The information requested below is confidential and will be used solely for that purpose. Information obtained during this process will be stored either physically or electronically. By signing below you agree to give Synod Event Staff, Synod of the Sun, PCUSA, or its' agents, permission to request information with regards to your criminal history.

Please Print:

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
City State Zip

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex: Male \_\_\_ Female \_\_\_ S.S. # \_\_\_\_\_

Drivers License Number \_\_\_\_\_ State \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy # \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

APPENDIX D

APPROVED ADULT LEADERSHIP

NAME OF CHURCH: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

All of the individuals listed on this form have acknowledged receiving and reading the Synod of the Sun Child & Youth Protection Policy. All of the individuals listed on this form are currently members of this congregation and have been screened and had a criminal background check and a driving record search conducted in the last 12 months. These individuals have been authorized to work with and drive the children and youth of this church.

Date \_\_\_\_\_, 2014

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Printed Name \_\_\_\_\_

Capacity with Church \_\_\_\_\_ Capacity with Church \_\_\_\_\_

Background Checks have been conducted through (Name of Organization):

\_\_\_\_\_

<u>Name</u>	<u>Criminal Background</u>	<u>Driving Record</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____

APPENDIX E

SYNOD OF THE SUN  
INCIDENT REPORT FORM

REASON FOR REPORT \_\_\_\_\_

DATE OF INCIDENT \_\_\_\_\_ TIME \_\_\_\_\_

SYNOD EVENT \_\_\_\_\_

LOCATION OF EVENT \_\_\_\_\_ DATE \_\_\_\_\_

NAME OF REPORTER \_\_\_\_\_ TITLE \_\_\_\_\_

NAME (S) OF CHILD (REN)/YOUTH \_\_\_\_\_

AGE (S) OF CHILD (REN)/YOUTH \_\_\_\_\_

QUOTE THE CHILD'S/YOUTH'S FIRST WORDS VERBATIM:

\_\_\_\_\_  
\_\_\_\_\_

BRIEFLY DESCRIBE THE CHILD'S/YOUTH'S DEMEANOR/APPEARANCE:

\_\_\_\_\_  
\_\_\_\_\_

BRIEFLY DESCRIBE WHAT HAPPENED:

\_\_\_\_\_  
\_\_\_\_\_

WHAT ACTION DID YOU TAKE?

\_\_\_\_\_  
\_\_\_\_\_



**Child and Youth Protection Policy of the Synod of the Sun**

HAS THE INCIDENT BEEN RESOLVED? \_\_\_ YES \_\_\_ NO

EXPLAIN: \_\_\_\_\_  
\_\_\_\_\_

INJURY REQUIRES PHYSICIAN/HOSPITAL VISIT?                      YES \_\_\_                      NO \_\_\_\_\_

NAME OF PHYSICIAN/HOSPITAL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHYSICIAN/HOSPITAL PHONE NUMBER: \_\_\_\_\_

MEDICAL ATTENTION THAT WAS DESIRED AND/OR REQUIRED:  
\_\_\_\_\_  
\_\_\_\_\_

NAMES OF WITNESSES:	SIGNATURES OF WITNESSES (IF POSSIBLE):
_____	_____
_____	_____
_____	_____

SIGNATURE OF INJURED PARTY \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF STAFF/MEMBER PERSON REPORTING INCIDENT \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE OF PERSON WHO ACCEPTED THIS REPORT \_\_\_\_\_ DATE \_\_\_\_\_

**APPENDIX F  
SYNOD OF THE SUN  
VOLUNTEER COVENANT - SAMPLE**

**“COVENANT FOR COMMUNITY LIVING”  
SYNOD YOUTH WORKSHOP JULY 21-26, 2014  
TULSA UNIVERSITY, TULSA, OKLAHOMA**

PLEASE READ, SIGN AND BRING THIS COVENANT TO THE \_\_\_\_\_

- I covenant to attend the ENTIRE Workshop, arriving Monday, July 21 and leaving Saturday, July 26.
- I covenant with the Synod Youth Workshop community **to participate in all Workshop Groups as well as all other conference events.**
- I covenant to **stay on campus**, unless the entire Workshop Group is on a field trip or in the case of an emergency (e.g. to receive medical attention, obtain medicine). If such an emergency should arise I will inform either the SYW Director or SYW Coordinator. This regulation is for my own safety as well as for the purpose of knowing at all times where I can be reached.
- I covenant to be **responsible** to the Administrative Staff at all times, to my Workshop Group Leader during scheduled meetings and activities of the Workshop Group, and to the adult serving as Hall Monitor and the Administrative Staff after each evening’s designated ‘room time.’ **I will be in my assigned room at ‘room time.’** The University residence hall regulations request that ‘quiet hours’ be observed after 11:30p.m. I understand that residence halls may be locked and no entrance or exit permitted after 11:30 p.m., then dorms closed till 8 a.m.
- I covenant to accept responsibility for **all damage and necessary repairs** to the University property if I am the person responsible. This responsibility also included following all rules and regulations of the University.
- I covenant not to bring **illegal drugs, alcohol, or tobacco products** to Synod Youth Workshop and to avoid their use at all times while I’m a participant in Synod Youth Workshop. **No cell phones in any group meeting.**
- I covenant not to **gamble, use inappropriate language or topics** at Synod Youth Workshop.
- I covenant to abstain from **inappropriate sexual behavior** toward other participants of the Workshop. To aid in upholding this portion of the Covenant, I will keep the doors to dorm rooms open when members of the opposite sex are present, and I will not rearrange furniture so that the view of the room from the hall is blocked.

**NOTE TO ALL PARTICIPANTS AND PARENTS**

The above agreement has been developed by the planning team youth and adults to enhance the quality of the Synod Youth Workshop community. Participants are expected to accept the responsibilities inherent in the Covenant in order to build a community characterized by respect, trust, concern, love and dignity.

It is **expected** that all participants and their parents/guardians will sign, accept and abide by this Covenant as a pre-requisite for attendance at Synod Youth Workshop. I understand that any failure on my part in abiding by this Covenant may result in my being dismissed from the Workshop and returned home at my own/my parent’s expense.

I accept the responsibility of keeping this Covenant.

Registrant’s signature \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_

APPENDIX G

VOLUNTEER DRIVER

Qualification Form & Agreement for Use of Personally Owned Vehicles

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Years of driving experience \_\_\_\_\_

Driver license No. & State\*: \_\_\_\_\_ Expiration Date : \_\_\_\_\_

Insurance Carrier \_\_\_\_\_ Expiration date: \_\_\_\_\_

Liability Policy Limit -- Bodily Injury \_\_\_\_\_ Property Damage \_\_\_\_\_

- I. Are all licensed vehicles you own covered by insurance as required by law? Yes, No
- 2. Have you ever been denied a driver's license or had one suspended or revoked? Yes, No
- 3, Have you had any moving traffic violations or accidents in the past three years? Yes, No

If the answer to questions 2 or 3 is YES, explain. Give dates and details of violations and accidents on the back of this form.

I AGREE to the following as a condition of being permitted to act as a Volunteer Driver:

- 1. The vehicle owner's insurance is the primary liability insurance coverage in the event of an accident.
- 2. The owner of the vehicle which I am driving is responsible for keeping the vehicle in safe working order.
- 3. The owner of the vehicle is responsible for all damage to the owned vehicle however caused.
- 4. The owner of the vehicle shall maintain liability insurance in the amount of at least
- 5. Bodily Injury -- \$50,000 per person and \$100,000 per accident or \$200,000 combined single limit; and
- 6. Property Damage -- \$25,000 per accident
- 7. The church's insurance shall apply in excess of the vehicle owner's liability insurance limits in the event the primary limits are exhausted, and only to the extent the church is legally obligated to pay damages.
- 8. I will not receive or initiate phone calls while operating a vehicle for church activities, to include receiving or initiating text messages.**
- 9. I will indemnify and hold the church harmless from liabilities and damage resulting from my operation of a motor vehicle not owned by the church. The church will indemnify and hold harmless the volunteer driver for liabilities and damages resulting from acts or negligence of the church.

I hereby AFFIRM that the information I have given is stated truthfully and that I shall abide by the terms of the church's Vehicle Use Policy.

Attach a copy of Driver's License and current Insurance ID Card

Driver Signature: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED: \_\_\_\_\_ Date: \_\_\_\_\_ Expiration: \_\_\_\_\_

Page left intentionally blank.

**SYNOD OF THE SUN PERMANENT JUDICIAL COMMISSION**

*The Permanent Judicial Commission meets to consider remedial or disciplinary cases transmitted to the Commission, utilizing the powers prescribed by and conducting its proceedings according to the Constitution and rules governing the procedure of such cases with the denomination.*

**D-5.0101 Election.** . . each synod **or cooperating synods**, . . shall elect a permanent judicial commission from the teaching elders and ruling elders subject to its jurisdiction. Each commission shall be composed of teaching elders and ruling elders in numbers as nearly equal as possible. When the commission consists of an odd number of members, the additional member may be either a teaching elder or a ruling elder. The General Assembly commission shall be composed of one member from each of its constituent synods. The synod commission shall be composed of no fewer than eleven members distributed equally, insofar as possible, among the constituent presbyteries.

**D-5.0102 Term** The term of each member of a permanent judicial commission shall be six years,

**D-5.0103 Classes.** . . commissioners shall be elected in three classes, with no more than one half of the members to be in one class.

**Nominating Committee nominates - Synod of the Sun elects members to the commission.**

**Time Requirement:** Meetings are called by the Stated Clerk, who is staff to the Commission, as needed for judicial work. A two-day biennial training meeting is also held.

Pby	Class	Name	S	E	A	Address
A	2021	Sam Highsmith	ME	W	SA	Little Rock, AR 72223
EO	2021	Del Gustafson	ME			Tulsa, OK 74103
PD	2021	Sam Lanham	MM			Lamesa, TX 79331
IN	2023	Richard Mize	MM	W		Edmond, OK 73003
SL	2023	Dick Krajeski	MM			Gray, LA 70359
P	2023	Sandra Watson	FE			Rayville, LA 71269
TR	2023	Patricia Lane	FM			El Paso, TX 79904
G	2025	<b>VACANT</b>				
M	2025	Jeanie Stanley	FM			
NC	2025	<b>VACANT</b>				
C	2025	Christianne Chase	FE			Enid, OK 73703

**ROSTER**  
**Synod of the Sun Permanent Judicial Commission**

Members whose terms have expired (D-5.0206b)

**Class of 2017**

Rick Baggett  
223 W. Broadway St.  
Ardmore, OK 73401  
580-223-3800  
[rbgoodnews@yahoo.com](mailto:rbgoodnews@yahoo.com)

Nanette Cagney 4020  
Hodges St, Lake  
Charles, LA 70605 337-  
794-6197  
[Cagney13@yahoo.com](mailto:Cagney13@yahoo.com)

Kathleen Hignight 611  
S. Main St. Hope, AR  
71802 870-474-7005 H  
318-347-0735 C  
[kthignight@gmail.com](mailto:kthignight@gmail.com)

Ralph E. Truskowski,  
P.E. 2800 Emerson Ln.  
Midland, TX 79705 432-  
260-1647  
[retski@suddenlink.net](mailto:retski@suddenlink.net)

**Class of 2015**

Leslie Belden  
15 S. Block, Ste 201  
Fayetteville, AR 72701  
479-443-9401  
[lesliebeld@aol.com](mailto:lesliebeld@aol.com)

**Class of 2013**

Barbara Ware  
1090 N. Rockcliff Rd.  
Ponca City, OK 74604  
580-765-7757

Melinda Veatch  
2925 Alton Rd.  
Fort Worth, TX 76109  
817-737-5554 O  
817-832-7915  
[melindav@tarrantareach.org](mailto:melindav@tarrantareach.org)

Nancy Chester  
McCranie  
P.O. Box 787  
McDade, TX 78650  
512-342-4716 W  
512-567-5527 C  
[nancymccranie@yahoo.com](mailto:nancymccranie@yahoo.com)

Hill Kemp  
122 Hardwood Ct.  
Many, LA 71449  
318-256-9793 H  
318-315-1534 C  
[hillk@suns-river.com](mailto:hillk@suns-river.com)

**Class of 2011**

Bert Bronaugh  
P.O. Box 22  
Ballinger, TX 76821  
325-265-9066  
[Bertsmail5@aol.com](mailto:Bertsmail5@aol.com)

Mr. Tom Myrick P.O.  
Box 455  
Benton, LA 71006  
318-965-2533  
[tmyrick@bellsouth.net](mailto:tmyrick@bellsouth.net)

Rev. Ted Roeling  
12909 Old Hammond  
Hwy  
Baton Rouge, LA 78016  
225-275-1242 O  
225-824-6206 H

Mr. Jim Shaw  
100 Park Avenue #200  
Oklahoma City, OK  
73102  
405-236-8541  
[jshaw@millerdollarhide.com](mailto:jshaw@millerdollarhide.com)

Page left intentionally blank.

## **Grants and Scholarships Commission Meeting Policy**

The Grants and Scholarships Commission will ordinarily meet by telephone conference call quarterly in the month following each financial/calendar quarter; that is in April, July, October, and January.

When the commission receives scholarship applications that are time-sensitive between meetings, it may consider and act on those by email.

Because funds accrue quarterly, the Commission will ordinarily aim to award no more than  $\frac{1}{4}$  of funds from the synod annual budget at the first meeting of the year, with any unawarded funds rolling over to subsequent quarters, though it will also necessarily consider extraordinary situations and the pace of applications received.

Rationale:

We are committed to making the very best use we can, with God's help, of the resources available to the Synod of the Sun, both of money and time. We have been concerned specifically with the need to "pace ourselves" with the awarding of available funds for Mission Grants and Network Grants which come from the annual Synod budget. We want to make sure that projects considered early in the year, when the available totals look high both to applicants and even to ourselves, do not have an unfair advantage over those that come in later in the year. We think slowing down the schedule of our meetings and disciplining ourselves to consider the synod mission and network grants in quarterly installments will help us ensure fairness. Funds from synod endowments already accrue on a quarterly basis. To give plenty of advance notice of this change, we expect to begin the new policy in 2014.

We realize that there is a need for follow-up on applications either because information is missing or because further background data would be helpful. Those who are willing have volunteered to take turns, two per quarter, making follow-up telephone calls or emails to complete applications and gather needed background information. Quarterly meetings will allow us more flexibility to complete these tasks.

Finally, we are also concerned to be good stewards of staff and volunteer time. We think we can work more efficiently and thoughtfully, keeping the big picture in view, in longer quarterly meetings than in monthly meetings.



Page left intentionally blank.

## Network Team Policies & Procedures

---

### I. Composition of the Networks Team

A. The Networks Team will be composed of seven people appointed by the Moderator of the Connecting Committee. Three should be commissioners to the Synod of the Sun; others may be co-opted members. Every effort will be made to include representatives of racial-ethnic minorities within the synod. One member shall be a representative of an existing or previous network. The Synod Co-leader for Mission and Partnership is an ex officio member of the Networks Team with voice but not vote.

B. The members of the team shall elect their own moderator.

C. The appointment of the members will take place annually at the spring meeting of the synod. While there is no mandatory term limit, the Connecting Moderator will appoint members based on their abilities and willingness to serve.

### II. Steps in the Approval Process for New Networks

A. The document by which a potential network applies to be come an official Synod Network is the Network Planning Guide. It serves as the application.

B. When a potential network submits a completed Planning Guide, the Co-leader for Administration will forward it by email to the Networks Team and set up a conference call to discuss it.

C. At the conference call meeting the Team will set up a plan for building a relationship with the proposed network. Two members of the team will be assigned to make personal contact with the proposed network leaders. In supporting the development of a network the Team may

1. Gather more information
2. Support the proposed network in identifying and taking its next steps
3. Identify and recommend other resources
4. Help refine the final covenant to define the relationship of the Network and the Synod.

D. When all members of the Team are satisfied that they are prepared, the Team will vote on its recommendation and forward it to the Connecting Committee for information and placement on the agenda for the next regular meeting of the synod.

E. The synod votes whether to enter into the covenant and endorse the plan as a Synod Network.

### III. Finances

While the Networks Team may offer funding recommendations to the Synod for proposed or continuing Synod Networks, the Synod is ultimately responsible for all allocation of funds to endorsed Networks. These funds may be used for three functions:

A. Exploration. Some portion of the annual budget will be available for potential networks to use, as approved by the Team, for exploring their mission. An example would be to cover expenses for a needed face-to-face meeting of possible participants.

B. Formation. Some disbursement of funds may be recommended for approval by the Synod at the time the Team recommends establishment of a new Synod Network as part of the synod's participation in the Network.

Synod of the Sun Assembly approved: \_\_\_\_\_

## Network Team Policies & Procedures

---

C. The Network Team may recommend, and the synod may approve, a commitment to fund an endorsed Network into a second year. This would be contingent upon submission of the Follow-up section of the Planning Guide and would ordinarily be funded through the Network Nurture line item.

Synod of the Sun Assembly approved: \_\_\_\_\_

Page left intentionally blank.

## **PERSONNEL POLICIES AND PROCEDURES**

### **SYNOD OF THE SUN**

#### **PERSONNEL COMMITTEE**

##### **Overview**

The synod is committed to the full use of the human potential of its staff through an open-partnership style of shared rights, responsibilities, and accountability. The synod will form and activate, through its coordinating team, a standing personnel committee consisting of five (5) members: two (2) members from governance working group, one (1) member from communications working group one (1) member from mission working group, and the synod moderator elect. The personnel committee moderator will be appointed by the coordinating team in consultation with the synod executive. The synod executive serves as staff resource to the personnel committee. The personnel policies of the synod are established by the synod and administered by the personnel committee. The personnel committee reports to the synod through the coordinating team.

The Personnel Committee will conduct its business with the following understandings and philosophy:

1. The committee will work in cooperation with the synod staff.
2. All committee members will respect confidentiality of information.
3. The committee will become informed from the synod staff as to:
  - a. work loads
  - b. staffing assignments
  - c. work effectiveness

4. It is the responsibility of the committee to write job descriptions and personnel policies for approval by the synod. The committee may request assistance from appropriate working groups and staff in writing job descriptions.
5. The committee will annually provide information to the budget group and the coordinating team in the determination of annual salaries for the synod staff.
6. The committee will meet annually with the staff to listen and to offer support in order to facilitate healthy communication.
7. When a new synod executive is to be called, the personnel committee will be nominated along with the addition of as many persons as needed to insure the representative of each presbytery to serve as the slate for the search committee to be elected by the synod.
8. The term of membership on the Personnel Committee will be two (2) years, with the option of additional terms to assure continuity.
9. A quorum will be three (3) persons.

## GENERAL POLICIES

1. **Change in Policy:** The synod reserves the right to change any policy at any time, including those covered here. Changes will be dated and distributed to all employees.
  
2. **Employment Relationship:** Employment with Synod of the Sun is voluntary, and employees serve at will.
  
3. **Equal Employment Opportunity Policy:** The Synod of the Sun is an equal employment opportunity employer and does not discriminate on the basis of race, marital status, gender, sexual orientation, disability, or age.
  
4. **Position Descriptions:** A position description is required for each position. The personnel committee will review these descriptions at least every two years. The committee will recommend any modification to the coordinating team after review.
  
5. **Annual Review:** All staff will receive an annual evaluation of their progress and performance. The head of staff will conduct such reviews. The head of staff will review these evaluations with the personnel committee.
  
6. **Confidentiality Policy:** Confidentiality will be respected.
  
7. **Employment Trial Period:** The first 90 days of employment constitute a trial period which gives both the employee and the supervisor the opportunity to evaluate interest in and qualifications for the position under actual working conditions. After the trial period, a written

performance appraisal is discussed. Separation policies do not apply to employees working under a trial employment period.

8. **Safety:** The synod makes every effort to provide a safe working environment for all employees. Safety is everyone's responsibility. Therefore, the synod requests that employees do everything reasonable and necessary to keep the synod office a safe place to work.

### **EMPLOYMENT BENEFITS**

1. **Salaries:** The synod is committed to salary policies that provide fair pay for the work performed, incentives for personal achievement and growth, and flexibility to meet changes in duties and the cost of living. Salaries will normally be reviewed every 12 months. The synod executive will consult with the personnel committee which will make recommendations regarding staff salaries to the coordinating team and budget group.
2. **Pensions & Insurance:** Exempt staff and support staff are covered by Board of Pensions plan of the Presbyterian Church (USA) which includes health insurance and pension.
3. **Social Security:** All salaried and hourly employees are governed by the Federal Insurance Contributions Act (Social Security).
4. **Continuing Education:** Each support staff employee has five days per year, and each exempt staff employee has two weeks per year of continuing education. Funding is designated annually for participation in continuing education for the enhancement of skills



used in their work or to be added to their responsibilities on the initiative of their supervisors and/or the synod executive.

Funding and the annual days allowed for continuing education may be accumulated for a period not to exceed three years.

Funding and time off to attend the annual Southwest Region conference of the Administrative Personnel Association (PCUSA) is granted to support employees. If work prevents employees from attending the regional conference, they may attend the national conference with the same time and funding as they would have used to attend the regional conference.

5. **Days Off:** Each full-time support staff employee works a 37.5 hour week. Specific days off will be selected with the approval of the synod executive and will ordinarily be the same days each week.
6. **Compensatory Time:** Support staff employees are to be compensated in time for time worked in addition to 37.5 hours a week, on an hour for hour basis. The office manager keeps the record of compensatory time requested and taken. The synod executive approves these requests. No more than 30 hours may be accrued for compensatory time.
7. **Vacation Days:** Exempt staff are entitled to four weeks of vacation. Full-time support staff are entitled to ten working days of vacation granted annually after one year of continuous service; after five years of service they will receive fifteen days of vacation annually. Half-time staff will have five paid days of vacation granted annually after one year of continuing

service; after five years of service they will receive ten days of vacation annually. First year vacation is granted on a prorated basis based on hire month. Vacation may be granted one period at a time or a few days at a time, all to be charged to the total vacation leave. All vacation leave will be pre-arranged and approved by the synod executive. Vacation time will not be cumulative from year to year, though with the permission of the synod executive, vacation from one year may be used in the first quarter of the next year. Cash will not be paid in lieu of vacation except upon separation. Contract employees receive no vacation pay.

If an employee started in:	Full-time:	Part-time:
January	10.0 days/yr	5 days/yr.
February	9.0 days/yr.	4.5 days/yr.
March	8.0 days/yr.	4 days/yr.
April	7.5 days/yr.	3.5 days/yr.
May	6.5 days/yr.	3 days/yr.
June	6.0 days/yr.	2.5 days/yr.
July	5.0 days/yr.	2 days/yr.
August	4.0 days/yr.	2 days/yr.
September	3.0 days/yr.	1.5 days/yr.
October	2.5 days/yr.	1 days/yr.
November	1.5 days/yr.	.5 days/yr.
December	.5 days/yr.	0 days/yr.

8. **Holidays:** The synod office is closed New Year's Eve Day, New Year's Day, Martin Luther King, Jr. Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve Day, and Christmas Day. If a holiday falls on Saturday, Sunday or other day when office is closed, the head of staff will determine which alternate days will be observed as holidays. If the holiday falls within a vacation period, the additional time may be added to the vacation time with the approval of the head of staff. Contract employees will not receive holiday pay.
9. **Personal Leave:** To reduce the impact of loss of income during a major illness of themselves or a family member, each full-time staff member will receive 10 working days of personal leave during each calendar year to be used in case of illness. Personal leave will be cumulative from year to year, but will not exceed 120 working days. Personal leave entitlement during the first year of employment will be prorated based on hire month. Each half-time staff member will receive five days of personal leave per calendar year; this time will be cumulative from year to year, but will not exceed 120 working days. Personal leave pay is based on the employee's average daily rate. At the time of termination of employment, either voluntary or involuntary an employee will have no claim for pay in lieu of unused sick leave. Contract employees will not receive any sick leave.

If an employee started in:	Full-time:	Part-time:
January	10.0 days/yr	40 hours/yr.
February	9.0 days/yr.	36 hours/yr
March	8.0 days/yr.	32 hours/yr
April	7.5 days/yr.	30 hours/yr

May	6.5 days/yr.	26 hours/yr.
June	6.0 days/yr.	24 hours/yr.
July	5.0 days/yr.	20 hours/yr.
August	4.0 days/yr.	16 hours/yr.
September	3.0 days/yr.	12 hours/yr.
October	2.5 days/yr.	10 hours/yr.
November	1.5 days/yr.	6 hours/yr.
December	.5 days/yr.	2 hours/yr.

**10. Administrative Leave:**

a. A maximum of one week of leave with pay will be given in the event of the death of a member of the employee's immediate family.

b. In the event an employee is called for jury duty, regular salary will be paid for the time served. If the absence of the employee will seriously affect the operation of the office, postponement of the jury duty may be requested of the court.

c. The head of staff may declare the office closed because of inclement weather. Employees may be compensated without reporting to work. If the office is not declared closed, employees failing to come to work will be expected to make up the lost time within that pay period or suffer loss of compensation for time.

d. Military leave will be granted in accordance with the law. Upon presentation of a military pay voucher, employees will be reimbursed for the difference between their normal compensation and the pay they receive while on such military training duty, up to a maximum of 20 calendar days a year. In addition, employees returning from active military service who apply for re-employment, and who comply with their obligations under USERRA, may return to employment as provided for in that statute and its accompanying regulations.

11. **Leave without pay:** Requests for leave without pay may be made to the synod executive and will be considered on an individual basis.
12. **Workers Compensation:** The synod carries insurance to cover the cost of work-incurred injury or illness. To be assured of maximum coverage, the employee must immediately report work-related accidents to his/her supervisor so that appropriate action can be taken to file timely claims.
13. **Cafeteria Plan:** Employees may designate a portion of their salary to be placed in a cafeteria plan for the purpose of covering medical expenses not covered by insurance. To receive reimbursement for medical expenses, employees are to provide validation (receipts) of expenses. Employees forfeit any monies remaining in the fund at the end of the fiscal year. Monies may not be carried over to a subsequent year.

## **SEPARATION POLICIES**

1. Exempt staff are expected to give 30 calendar days notice prior to leaving employment of the church and all other employees are expected to give 14 calendar day's notice prior to leaving.

2. **Reduction in Force:** In the event that reduction of staff is necessary through no fault of the employee, written notice of separation will be given 30 calendar days in advance. In the event notice is not given, employees will be given a minimum of 20 working days of severance pay.
  
3. **Dismissal:** Dismissal will be by the head of staff in conversation with the moderator of the personnel committee.

### **GRIEVANCE POLICY**

Any employee who feels he/she has a grievance will discuss the problem first with his/her immediate supervisor. If the grievance is not resolved, the head of staff will be consulted. If this discussion does not result in solution of the problem, the matter will then be taken to the personnel committee. These lines of communication will be respected; and employment difficulties will not be discussed with individual members of the synod.

Revised by Personnel Committee: 2009

Approved by Synod of the Sun: November 2009

**Addition to the proposed Personnel Policies as written in the plenary packet.  
– approved, Nov. 2009**

*The Statement below is intended to be considered as a part of the Personnel Policy presented by the Synod's Personnel Writing Team for approval by the Synod.*

**Sexual Misconduct and Sexual Harassment:**

It is the policy of the Synod of the Sun to maintain a workplace free of any form of sexual misconduct or intimidation, including sexual harassment, by any Synod employees, including supervisors, or by non-employee work contacts. Should allegations of sexual misconduct be made, they will be fully and fairly investigated. Corrective or disciplinary action, which may include dismissal from employment, will be taken as warranted.

Page left intentionally blank.



# 1 Standing Rules

---

## 2 1. Mission Statement

3 **Mission Statement:** The Synod of the Sun of the Presbyterian Church (U.S.A.) serves Christ by  
4 connecting, equipping, and empowering Presbyterians for Christ's mission within and beyond  
5 the Synod's bounds.

6  
7 *This mission will be accomplished through:*

### 8 9 1. CONNECTING:

10 The synod maintains current covenant relationships and establishes new covenants with  
11 Presbyterian-related institutions such as schools, colleges, universities, and service organizations  
12 who wish to be connected to Presbyterians within the synod and who wish to emphasize  
13 Presbyterian faith and heritage.

### 14 15 2. EQUIPPING :

16 The synod works to develop effective means for interpreting Presbyterian mission,  
17 communicating mission opportunities, gathering Presbyterians together in regional educational  
18 events, and publicizing activities sponsored by presbyteries, synod-related networks and  
19 institutions. The goal is to strengthen connectionalism within the Church, the synod, presbyteries  
20 and congregations. Possible means to achieve this mission include:

- 21 a. E-newsletters and an interactive website
- 22 b. Brochures and other promotional material
- 23 c. Social networking media
- 24 d. Regional (or statewide) educational events

### 25 26 3. EMPOWERING:

27 **Networks:** The synod helps to create, encourage, facilitate, and provide financial assistance for  
28 networks of people engaged in similar ministries. The networks enable relationships and mission  
29 opportunities which are not possible within a single presbytery. These networks provide  
30 opportunities for peer learning, support, and new mission initiatives. The synod develops  
31 covenant relationships with each network through consultation and the use of a Synod Network  
32 Planning Guide.

33  
34 Network participants are responsible for planning and implementing the activities sponsored by  
35 the networks. The Synod Leader helps to organize, shepherd, and nurture the networks as needed  
36 or requested. Some networks sponsor conferences or other events to further their common  
37 ministry. The synod helps to finance the networks to the extent funds are available and in  
38 accordance with the mission and priorities established by the synod.

39  
40 **4. COORDINATING** resources, endowments, grants and scholarships. The synod has been  
41 authorized by a number of endowments as the agent to disburse funds for designated purposes  
42 (as restricted by the donors), and to use funds from undesignated endowments. The Grants and

43 Scholarship Commission works to distribute the interest from endowments and other designated  
44 funds in accordance with recorded donor designations.

45  
46 4. **CARRYING OUT** Book of Order required functions. Guided by the Stated Clerk, the synod  
47 will fulfill all required duties as listed in the Form of Government, G-3.0101 – G-3.0113 and G-  
48 3.0401 – G-3.0406, and the Rules of Discipline. Disciplinary functions are accomplished through  
49 the Permanent Judicial Commission. Other functions are accomplished through the synod’s  
50 continuing support and coordination of groups and events including, for example, the Executive  
51 Presbyter Forum, COM/CPM Event, Staff Convocation, and Presbytery Stated Clerks gathering  
52 and continued education opportunities.

## 53 **2. Synod Assembly**

54 The Synod Assembly will seek to establish policies that benefit the synod as a whole.  
55 The Synod Assembly will be responsible for itself and its membership through regular self-  
56 evaluation, and discipline as well as commissioner orientation and development.

57  
58 The agenda of each Synod Assembly meeting, as planned by the Coordinating Team, will  
59 contain time for gathering in community, celebration of the Lord’s Supper, worship, and study.  
60 The first meeting of each year should have a component for orientation of new commissioners.

61  
62 Between synod gatherings, committee, task force and work team meetings will be conducted via  
63 *conference telephone call, video, or other electronic means* – unless circumstances require a  
64 face-to-face meeting. The committees, task forces, and work teams may meet during stated  
65 meetings of the Synod Assembly.

66  
67 The Vision Team will draft a set of objectives to the synod’s work. The Coordinating Team shall  
68 report to the first assembly of the year as to the assessment of the previous year’s objectives. To  
69 ensure appropriate focus of resources and accountability the synod will review objectives  
70 annually. .

## 71 **3. Commissioners and Representatives**

72 Commissioners serve as leaders and missionaries of the synod. They are to seek and to discern  
73 the will of Christ, interpret the mission and actions of the synod, and serve the needs of the  
74 denomination in the region and member presbyteries.

75 Commissioners, in taking action as the full Synod Assembly, speak with one voice. It is  
76 expected that while not all actions will be unanimous, the decisions of the body will be respected  
77 and supported by all. One voice ensures clarity of purpose and direction.

78  
79 Commissioners are the direct link to constituent presbyteries and will maintain regular  
80 communication with the presbytery for which they serve. Whenever possible, commissioners  
81 will obtain time on their presbytery’s docket in order to provide a report of the work of the  
82 synod. Where a personal report is not possible, a written report will be provided for publication.  
83

84  
85 Every commissioner serves on one of three Standing Committees (Connecting, Equipping,  
86 Empowering) based upon his/her input of personal discernment, and in conjunction with the  
87 needs of those committees. Additional opportunities for service are in subcommittees,  
88 commissions, and teams or task forces.

89  
90 Commissioners, while offering their gifts, skills, and abilities to the work of Synod, will avoid  
91 conflicts of interest in exercising their fiduciary responsibility.

92  
93 Co-opted and corresponding members, as well as synod staff, offer a unique perspective of the  
94 execution of the synod's mission. They will have voice and vote in the work of committees and  
95 will have voice but no vote in Synod Assembly. Corresponding members will be encouraged to  
96 take part in the life of the synod through committees and Assembly attendance.

#### 97 **4. Commissions and Committees**

98 Members of a Synod Committee or Commission (with the exception of the Permanent Judicial  
99 Commission) may, in addition to elected commissioners, include up to three (3) persons co-opted  
100 for particular skills or service.

101 Synod will strive for inclusive representation in matters of cultural diversity, ordination, and  
102 wherever possible, presbytery representation in all working bodies.

103

104 Any working body of the synod shall include at least one Synod Commissioner.

105 All Standing Committee moderators are elected by the Synod Assembly.

106

#### 107 **Connecting**

108 *Charged with relationships between synod and the world! (i.e. Congregations; Presbyteries;  
109 Covenant Institutions & Agencies; PC(USA) Agencies)*

- 110
- 111 • Presbyteries/Congregations
  - 112 • Covenant Relationships
  - 113 • Communication and maintenance of relationships (i.e. Synod Sunday; Video Bank;  
114 Conversations with the Clerk; Presbyterian Disaster Assistance)
  - 115 • Develop new and creative ways of strengthening relationships between and among the  
Body of Christ.

#### 116 **Equipping**

117 *Charged with oversight and development of that which equips presbyteries and the synod to live  
118 into their call to ministry. (i.e. Synod Communications Services Plan)*

- 119
- 120 • All aspects of the Communications Services Plan
  - EP & Clerks (Forum; COM & leadership training)

- 121       • Develop new and creative ways of equipping Presbytery leadership and strengthening  
122       communications with and between presbyteries and the world.

123       **Empowering**

124       *Charged with development, nurture, and empowerment of **Synod Networks**. Networks should*  
125       *consist of participants from more than one presbytery, be responsive to emerging needs and*  
126       *locally generated initiatives seeking to fulfill a purpose beyond the reach of a single presbytery.*

- 127       • Development  
128       • Support  
129       • Maintenance  
130       • Celebration

131

132       **Representation**

133       *Book of Order duties per G-3.0103*

- 134       • Synod shall elect from among members of the synod at-large (*not Synod Commissioners*),  
135       six members, each serving a three-year term;  
136       • Shall consist of three classes except where initial classes of one and two year terms are  
137       necessary to establish regular rotation;  
138       • Committee members shall be elected to no more than two consecutive terms;  
139       • Committee shall consist of equal numbers of men and women representing a minimum of  
140       four (4) presbyteries;  
141       • A majority of the members shall be selected from the racial ethnic groups within the  
142       synod.

143       **Personnel**

144       Responsible for the review and oversight of synod staff, development and maintenance of  
145       personnel policies, and management of hiring processes.

- 146       • One person from each standing committee (Connecting, Equipping, Empowering)  
147       • One member of the EP Forum as decided by the Forum  
148       • One member not currently serving as Synod Commissioner

149

150

151       **Permanent Judicial Commission**

152       The Permanent Judicial Commission is charged with exercising judicial process in accordance  
153       with the Rules of Discipline. It shall consist of eleven members, elected and constituted in  
154       accordance with the Rules of Discipline. The Stated Clerk shall provide for the regular training  
155       of commission members.

156

157 **Grants & Scholarships Commission**

158 *Charged with application process, review and award of funds designated specifically for the*  
159 *program, as outlined in manual.*

- 160
  - 5 members
  - Elected from among members of the synod at-large (*not necessarily Commissioners*)
  - Elected to rotating, staggered 3-year terms with a maximum of two consecutive terms.

163

164 **Coordinating Team**

165 *Charged with uplifting the work of Commissions and visioning for the synod; approval of*  
166 *preliminary budget; assessment of impact; and coordination of Assemblies with authority to*  
167 *make decisions on behalf of the assembly between meetings.*

168 **Comprised of (11):** Moderators of Connecting, Equipping, Empowering, Representation, Grants  
169 & Scholarships Commissions, and Personnel; Synod CT Chair; Synod Moderator; Synod  
170 Moderator-Elect; Staff Resource – Synod Leader/Stated Clerk and Assistant Stated Clerk

- 171
  - Assessment of ministry impact relative to established mission, vision, values and why
  - 172 statements
  - 173 • Synod Budget
  - 174 • Oversee administrative function
  - 175 • Nominating

176

177 **Vision Team**

178 *Charged with vision and planning of the life and work of the synod, as well as an annual*  
179 *Coordinating Team Retreat. The purpose of the retreat is orientation and articulation of vision*  
180 *and focus, building team and relationships among the Coordinating Team.*

181 **Comprised of (6):** CT Chair, Synod Moderator, Synod Moderator-Elect, and one person from  
182 the Executive Presbyter/Stated Clerk’s Forum, Assistant Stated Clerk, and Synod Leader &  
183 Stated Clerk.

184

185 **Event Planning Teams**

186 “Synod Event” Planning Teams are ordinarily made up of at least one member of the EP Forum,  
187 and/or one Presbytery Stated Clerk, Synod staff, and at least on Synod Commissioner.

188

189 **Investigating and/or Administrative Review Committee(s)**

190 The Stated Clerk, working with the Moderator, has the authority to appoint an Investigating  
191 and/or Administrative Review Committee, as deemed necessary upon notification or request.

192

193 The synod and/or its standing committees may designate additional committees to operate in  
194 addition to and in consultation with standing committees, on an ad hoc or permanent basis.

195 These may include:  
196 Finance  
197 Communication  
198 Recruitment  
199 Covenant Review Teams  
200 Development  
201

## 202 **5. Officers and Staff**

203 The office of Moderator-elect/Moderator rotates among the eleven constituent presbyteries,  
204 wherever possible, alphabetically.

205  
206 A Synod Moderator-elect is nominated by the Coordinating Team, in consultation with the  
207 presbytery in rotation, and elected in the fall prior to the beginning of the one-year term.

208  
209 Installation of the Moderator ordinarily occurs at the end of the fall meeting prior to the  
210 beginning of that one-year term.

### 211 **Commission Vice-Moderator Responsibilities**

- 213 • Works with the Commission Moderator and Synod Leader & Stated Clerk to call  
214 meetings, set agendas, and see that the Commission's mission is carried out in a timely  
215 fashion and with energy, imagination, and love;
- 216 • Serves and participates in the life of the Commission, assisting the Moderator wherever  
217 possible;
- 218 • Communicates, interprets, and celebrates the work of the commission to synod and  
219 beyond;
- 220 • Provides open and inclusive space for ALL to serve: Commissioners and Corresponding  
221 members, as well as encouraging and recruiting Coopted service;
- 222 • Stands in the gap: In the event that the Commission Moderator is or becomes unavailable  
223 to fulfill any or all of their responsibilities;
- 224 • Wherever possible, serves the following year as the Commission Moderator.

### 225 **Commission Moderator**

- 226 • Ordinarily, would have previously served as Commission Vice-Moderator
- 227 • Works with the Commission Vice-Moderator and Synod Leader & Stated Clerk to call  
228 meetings, set agendas, and see that the Commission's mission is carried out in a timely  
229 fashion and with energy, imagination, and love;
- 230 • Assures that full and complete minutes, including commission budget, are taken and  
231 provided to the synod staff in a timely way;

- 232 • Serves and participates on the Synod Coordinating Team by, among other things, sharing  
233 about the work of the Standing Commission;
- 234 • Communicates, interprets, and celebrates the work of the commission to synod and  
235 beyond;
- 236 • Provides open and inclusive space for ALL to serve: Commissioners and Corresponding  
237 members, as well as encouraging and recruiting Coopted service;
- 238 • Assures that the commission provides written policies for its work and presents those,  
239 and any changes, to the Synod Assembly for full approval.

#### 240 **Synod Moderator-Elect**

- 241 • Moderates the Assembly in the event the Moderator is unavailable;
- 242 • Serves on the Coordinating Team;
- 243 • Leads synod nominations work;
- 244 • Serves, at times, on any appointed groups of the Synod that are deemed necessary by the  
245 Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod  
246 Commissions;
- 247 • Serves on a Standing Commission as agreed with the Moderator and Chair of CT, so that  
248 each commission has an elected officer;
- 249 • Represents the Synod at events beyond Assembly meetings as requested and appropriate.

#### 250 **Synod Moderator**

- 251 • Ordinarily, will have served previous year as Synod Vice-Moderator;
- 252 • Moderates all Assembly meetings;
- 253 • Serves on the Coordinating Team;
- 254 • Works with Stated Clerk to plan the Synod Assembly docket;
- 255 • Leads Synod annual budgeting & oversight;
- 256 • Appoints, and at times serve on, any Task Forces, Teams or Commissions that are  
257 deemed necessary by the Coordinating Team or Assembly for dealing with needs beyond  
258 that outlined for Synod Commissions;
- 259 • Represents the Synod at events beyond the Assembly meetings as requested and  
260 appropriate;
- 261 • Serves on a Standing Commission as agreed with the Moderator-elect and Chair of CT,  
262 so that each committee has an elected officer;
- 263 • Reviews and approves the minutes of Assembly meetings, in partnership with the  
264 Moderator-elect, as prepared by the Stated Clerk.

#### 265 **Coordinating Team Chair**

- 266 • Ordinarily, will have served previous year as Synod Moderator;
- 267 • Develops agenda and moderates Coordinating Team;

- 268 • Reports to the Assembly on behalf of the CT;
- 269 • Leads synod administrative oversight, i.e. Insurance Review, etc.
- 270 • Represents the Synod at events beyond Assembly meetings as requested and appropriate;
- 271 • Serves on a Standing Commission as agreed with the Moderator-elect and Moderator, so
- 272 that each commission has an elected officer;
- 273 • Serves on Task Forces, Teams or Commissions that are deemed necessary by the
- 274 Coordinating Team or Assembly for dealing with needs beyond that outlined for Synod
- 275 Commissions.

276  
277 Synod shall have a current Personnel Manual, with staff position descriptions, included in the  
278 Synod's Manual of Operations and updated as necessary.

## 280 **6. Trustees**

281 Description and election of the Synod Trustees is outlined in section 6 of the Bylaws.

## 283 **7. Bylaws**

284 The Synod Bylaws and Standing Rules will be reviewed regularly and amended as needed.

285  
286 The Synod Moderator will appoint a task force at least every five years to review and update the  
287 Mission Statement, Bylaws, and Standing Rules.

## 288 **8. Finance**

### 289 **Budget Guidelines**

- 290 a. Mission Contributions from Presbyteries are normally retained in a board
- 291 designated fund to be applied to the budget for the following year. (i.e. funds
- 292 received in 2013 are used to meet budgetary needs in 2014)
- 293
- 294 b. The Coordinating Team will normally present a budget based on projected
- 295 income to the full assembly at the fall meeting. At the winter/spring meeting any
- 296 necessary adjustments will be made and approved by the assembly.
- 297
- 298 c. Unless otherwise specified all gifts received (undesignated, designated as general
- 299 mission or administration), other than Presbytery mission support, will be applied
- 300 to income during the year in which they were received.

301  
302 The synod will conduct an annual, professional, external financial audit.

303  
304 Synod grants shall be disbursed only to organizations that conduct annual financial reviews or  
305 formal audits. The synod may require copies of these financial reviews or audits. All  
306 scholarships are ordinarily paid directly to the event or institution.



307  
308 The synod receives interest from endowments some of which are unrestricted in their use and  
309 some restricted for specific grants and scholarships. Other synod income includes presbytery  
310 mission contributions, church, and individual contributions. The synod will provide complete  
311 and accurate reporting to include budget and financial statements for the synod, as well as those  
312 ministries for which the synod provides financial oversight, reflecting all restricted and  
313 unrestricted funds, at each assembly meeting, to the Coordinating Team at least quarterly and  
314 may at the discretion of the Coordinating Team, provide such information to others upon request.  
315

## 316 **9. Overtures to General Assembly**

317 From the Standing Rules of the General Assembly:

318 *Overtures are items of business that have been approved by a presbytery (with*  
319 *concurrence of another presbytery) or a synod and shall request the General Assembly to*  
320 *take a particular action, or approve or endorse a particular statement or resolution. (See*  
321 *Book of Order, G-3.0302d.)*

322 and

323 The stated clerk of a presbytery or synod considering an overture to the General  
324 Assembly shall:

- 325 (1) Examine the most recently published Minutes of the General Assembly to determine  
326 if a similar overture has already been passed.  
327 (2) Consult with the Office of the General Assembly to determine whether the desired  
328 action has been voted by any previous General Assembly.  
329 (3) Consult with the Office of the General Assembly to determine whether a similar  
330 overture has already been proposed in order that the presbytery or synod may concur  
331 with the existing overture.  
332 (4) Draft the overture in the following form:

333 “The Presbytery of \_\_\_\_\_ overtures the [# of the assembly] General  
334 Assembly [(year)] of the PC(USA) to [state the specific action the General Assembly is  
335 asked to take].”

336 To this shall be appended a rationale, stating the reasons for submitting the overture.

337

338 **Synod Overtures to General Assembly**

339 Overtures to the General Assembly from the Synod of the Sun shall be submitted to the  
340 Synod’s Stated Clerk by a current Synod Commissioner, or by majority vote of one of the  
341 three Synod Standing Committees: Connecting, Equipping, and Empowering.

342 The Synod’s Stated Clerk shall be responsible for items 1-4 above, and upon determining  
343 that the Overture and rationale are in order, will add the overture to the agenda of the next  
344 Synod Assembly. In working with those considering, preparing, or submitting Overtures, the  
345 Stated Clerk should make them aware of the General Assembly deadlines for consideration.  
346 If an Overture cannot be submitted to the next Synod Assembly ahead of the General  
347 Assembly deadlines, that Overture shall not be considered by the Synod.

348 **Requests for Concurrence**

349 The Synod shall consider written requests to concur with the Overtures of other Presbyteries  
350 as part of the overture submission process to General Assembly. The Synod’s Stated Clerk,  
351 upon receiving requests for concurring votes from any Presbytery, should determine the  
352 overture to be in good standing, and refer the request to the next meeting one of the  
353 Connecting, Equipping, or Empowering Committee (whichever meets first). The assigned  
354 committee shall determine by majority vote, whether the Synod should consider concurrence  
355 at the next Synod Assembly—considering the known interests and appropriateness of the  
356 overture in the context of Synod’s ministry and mission. If the Synod Assembly will not  
357 meet the General Assembly deadlines for submission, the concurrence shall not be  
358 considered.

359 **Consideration of Overtures and Concurrence**

360 The Synod’s Stated Clerk or the Committee referring the Overture or the request for  
361 concurrence, shall submit the motion to the Synod Assembly without any recommendation,  
362 but simply, “Shall the Synod overture the General Assembly” or “Shall the Synod concur  
363 with the overture to the General Assembly,” seeking the Synod Assembly to answer in the  
364 affirmative or the negative.

365  
366  
367 These Standing Rules may be amended as needed at any Stated Synod meeting by simple  
368 majority vote.

369  
370 Approved by Synod Assembly, Nov. 2, 2013  
371 Revised by Synod Assembly, Nov. 1, 2014  
372 Revised by Synod Assembly, Nov. 6, 2015  
373 To be revised by Synod Assembly, March 2019

374  
375  
376

Page left intentionally blank.



**INSURANCE BOARD**  
Partners in Protection

700 Prospect Ave  
Cleveland, OH 44115-1100  
(800)437-8830 Fax (216)736-3239  
[www.InsuranceBoard.org](http://www.InsuranceBoard.org)

November 6, 2018

SYNOD OF THE SUN  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

Dear Friend,

We are pleased to provide your renewal package for the policy period that will begin January 1, 2019. Enclosed are the Coverage Summary and the Memorandums of Insurance (MOI) that detail your insured locations, coverages, limits, and deductibles for the upcoming program year. Your first quarterly installment is due January 1, 2019.

The Coverage Summary indicates the coverages you have selected through the Insurance Board program. You may see "Not Included" next to certain coverages. If you are interested in adding these coverages, please contact your agent, UNITED CHURCH INS. SVCS. at 877-597-8247 .

The MOI lists the insured property values and type of construction for each building you have covered through the program. In order to keep pace with increased construction costs, property limits are 2% above the values in the current period. Please review the schedule of locations and the insured values. If you notice anything that needs to be corrected or changed, please advise your agent as soon as possible.

WC and Automobile invoices: Please note the enclosed invoice does NOT include premiums for WC or owned/leased vehicles. These lines are covered on individual policies and invoices that will be sent directly by the insurance carrier. If you carry either WC or Automobile through the Insurance Board program, you should have already received renewal information.

Your invoice for 2019 coverages will be mailed separately. Invoices for quarterly payment plans will be mailed mid-November. If you are not on a quarterly payment plan, invoices will arrive a few weeks before each due date.

Thank you for choosing the Insurance Board for your property and casualty insurance, and for being in partnership with thousands of churches and ministries from the denominations we serve. If you've not done so recently, we encourage you to visit our website at [www.InsuranceBoard.org](http://www.InsuranceBoard.org). In addition to finding numerous resources and links, you may also sign up to receive our quarterly newsletters.

Faithfully,

Timothy S. Harris  
President and CEO



**PACKAGE POLICY COVERAGE SUMMARY**

**NAME AND MAILING ADDRESS OF INSURED**

SYNOD OF THE SUN  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

**Issuing Agency:**  
Willis of Ohio, Inc.  
1001 Lakeside Ave., Suite 1500  
Cleveland, OH 44114

**Sub-Agent: UNITED CHURCH INS. SVCS.**  
Telephone: 877-597-8247

MEMORANDUM NO./IB NO. PKP 0080964 11 / S000400000

POLICY PERIOD From: 01/01/2019 To: 01/01/2020 12:01 AM Standard Time at your address shown above.

This document is to evidence that the organization named above is or will be an insured under master policies issued to the Insurance Board for the stated time period and the coverages shown below. A detailed Memorandum of Insurance is attached. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the master policies. Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

**COVERAGE PART DESCRIPTION**

<b>PROPERTY</b> .....		Included
<i>Blanket Limit - Total Values:</i>		
<i>Deductible:</i>	\$6,120	
<b>INLAND MARINE</b> .....	\$1,000	Not Included
<i>Scheduled Fine Arts:</i>	None Reported	
<i>Scheduled Commercial Articles &amp; Miscellaneous Equipment:</i>	None Reported	
<b>CRIME</b> .....		Included
<b>GENERAL LIABILITY</b> .....		Included
<b>UMBRELLA</b> .....		Included
<b>ABUSIVE ACTS &amp; PASTORAL LIABILITY</b> .....		Included
<b>DIRECTORS &amp; OFFICERS LIABILITY</b> .....		Included
<b>OWNED AND LEASED AUTOMOBILES</b> .....		NOT INCLUDED *
<b>HIRE &amp; NON-OWNED AUTOMOBILE LIABILITY</b> .....		Included
<b>TOTAL PACKAGE POLICY PREMIUM:</b>		\$2,389.00
<i>(see separate invoice for payment instructions)</i>		

\* Coverage for Owned or Leased Vehicles, if insured through the IB Program, is on a separate policy.

*Andrew Gunn*  
Andrew Gunn, Authorized Representative  
Willis of Ohio, Inc.  
Agent/Broker for the  
Insurance Board



**INSURANCE BOARD**  
Partners in Protection

700 Prospect Avenue  
Cleveland, OH 44115  
(800) 437-8830  
Fax (216) 736-3239  
www.InsuranceBoard.org

**PROPERTY PROGRAM  
MEMORANDUM OF INSURANCE**

**NAME AND MAILING ADDRESS OF INSURED**

**SYNOD OF THE SUN**  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

**Issuing Agency:**  
**Willis of Ohio, Inc.**  
1001 Lakeside Ave., Suite 1500  
Cleveland, OH 44114

**Sub-Agent: UNITED CHURCH INS. SVCS.**  
**Telephone: 877-597-8247**

**MEMORANDUM NO./IB NO.** PKP 0080964 11 / S000400000

**NAMED INSURED(S)**

**SYNOD OF THE SUN**  
Solar Under The Sun

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of several select denominations that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverages shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

**POLICY PERIOD From: 01/01/2019 To: 01/01/2020** 12:01 AM Standard Time at your address shown above.

*Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.*

**COMMERCIAL PROPERTY  
(EQUIPMENT BREAKDOWN INCLUDED)**

**Blanket Limit - Total Values:** \$6,120  
**Deductible:** \$1,000

**PROPERTY SCHEDULE**

Address	Description of Premises	FL	EQ	Construction Type	Building Value	Contents Value
908 Little Creek Trail (Contents Only) Oak Leaf TX 75154	V.Young Home	Y	Y	Joisted Masonry		\$5,100
3325 Creekbend Drive (Contents Only) Garland TX 75044	M.Hunt Home	N	Y	Frame		\$1,020

**SUBLIMITS OF INSURANCE**

Note: In the preceding schedule, the FL (flood) and EQ (earth movement) columns indicate if coverage applies to a described premises. Y for "Yes"; N for "No".

**Flood**

Program aggregate limit for all participating churches in any one-year is \$100,000,000.  
Coverage is unavailable for locations in Federal Flood Zones starting with A or V.

See Schedule

**Earth Movement (EQ)**

Program aggregate limit for all participating churches in any one-year is \$100,000,000 except California, where the Program aggregate in any one year is \$25,000,000.  
Deductible is 3% of insurable values at each location, for each occurrence for all states, except for locations in CA, the deductible is 5%.

See Schedule

**Hurricane & Named Storm**

Per occurrence limit for all participating churches is \$100,000,000 for losses incurred due to a named storm (hurricane, tropical storm, and hurricane spawned tornadoes), including resulting perils, subject to a percentage deductible based on the stated values at each location and each occurrence in the following states:

Included for All Locations

**1. 5 percent deductible for entire state of Florida, and the following counties/cities/parishes by state:**

- Alabama: Baldwin, Mobile;
- Georgia: Bryan, Camden, Chatham, Glynn, Liberty, McIntosh;
- Louisiana: Calcasieu, Cameron, Iberia, Jefferson, Lafourche, Livingston, Orleans, Plaquemines, St. Mary, St. Bernard, St. Charles, St. James, St. John the Baptist, St. Tammany, Terrebonne, Vermilion;
- Mississippi: Hancock, Harrison, Jackson;
- North Carolina: Beaufort, Bertie, Brunswick, Camden, Carteret, Chowan, Craven, Currituck, Dare, Hyde, Jones, New Hanover, Onslow, Pamlico, Pasquotank, Pender, Perquimans, Tyrrell, Washington;
- South Carolina: Beaufort, Berkeley, Charleston, Georgetown, Horry, Jasper;
- Texas: Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jefferson, Kenedy, Kleberg, Liberty, Matagorda, Newton, Nueces, Orange, Refugio, San Patricio, Victoria, Willacy.

**2. 2 percent deductible for entire state of Hawaii, and the following counties/cities/parishes by state:**

- Georgia: Brantley, Charlton, Effingham, Long, Wayne;
- Louisiana: Acadia, Ascension, East Baton Rouge, Iberville, Jefferson Davis, Lafayette, Tangipahoa, Washington, West Baton Rouge;
- Mississippi: George, Pearl River, Stone;
- North Carolina: Bladen, Columbus, Duplin, Hertford, Lenoir, Martin, Pitt;
- South Carolina: Colleton, Dorchester, Williamsburg;
- Texas: Bee, Brooks, Fort Bend, Goliad, Hardin, Harris, Hildalgo, Jackson, Jim Wells, Wharton;
- Virginia: Accomack, Chesapeake City, Gloucester, Hampton City, Isle of Wight, James City, Lancaster, Mathews, Middlesex, Newport News, Norfolk City, Northampton, Northumberland, Poquoson City, Portsmouth City, Suffolk City, Surry, Virginia Beach City, Westmoreland, Williamsburg City, York;

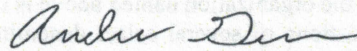
Business Income, including	Actual Loss Sustained - Up to \$500,000
Extra Expense	Included
Tuition & Fees (one year from date of restoration)	Included
Optional Additional Business Income	\$0
Upgrade to Green Coverage	Up to \$50,000
Terrorism Coverage	Included
Unscheduled Fine Arts	\$25,000
Valuable Papers and Records	\$25,000
Accounts Receivable	\$25,000
Electronic Data & Media	\$25,000

**ADDITIONAL INTERESTS**

**Mortgagees and/or Loss Payees**

**Name and Mailing Address**

**Type of Interest**



Andrew Gunn, Authorized Representative  
 Willis of Ohio, Inc.  
 Agent/Broker for the  
 Insurance Board

\$1,000,000  
 \$2,000,000  
 \$3,000,000  
 \$4,000,000  
 \$5,000,000



Andrew Gunn, Authorized Representative  
 Willis of Ohio, Inc.  
 Agent/Broker for the  
 Insurance Board





**COMMERCIAL CRIME  
MEMORANDUM OF INSURANCE**

**NAME AND MAILING ADDRESS OF INSURED**

**SYNOD OF THE SUN**  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

**Issuing Agency:**  
**Willis of Ohio, Inc.**  
1001 Lakeside Ave., Suite 1500  
Cleveland, OH 44114

**Sub-Agent: UNITED CHURCH INS. SVCS.**  
**Telephone: 877-597-8247**

**MEMORANDUM NO./IB NO. PKP 0080964 11 / S000400000**

**NAMED INSURED(S)**

**SYNOD OF THE SUN**  
Solar Under The Sun

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of several select denominations that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverages shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

**POLICY PERIOD From: 01/01/2019 To: 01/01/2020 12:01 AM Standard Time at your address shown above.**

*Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.*

**COMMERCIAL CRIME COVERAGE PART**

Employee Theft	\$1,000,000
Forgery or Alteration	\$1,000,000
Theft of Money and Securities	\$1,000,000
Money Orders & Counterfeit Money	\$1,000,000
Computer & Funds Transfer Fraud	\$1,000,000

**Deductible: \$1,000**

Andrew Gunn, Authorized Representative  
Willis of Ohio, Inc.  
Agent/Broker for the  
Insurance Board



**INSURANCE BOARD**  
Partners in Protection

700 Prospect Avenue  
Cleveland, OH 44115  
(800) 437-8830  
Fax (216) 736-3239  
www.InsuranceBoard.org

**LIABILITY PROGRAM  
MEMORANDUM OF INSURANCE**

**NAME AND MAILING ADDRESS OF INSURED**

**SYNOD OF THE SUN**  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

**Issuing Agency:**  
**Willis of Ohio, Inc.**  
1001 Lakeside Ave., Suite 1500  
Cleveland, OH 44114

**Sub-Agent: UNITED CHURCH INS. SVCS.**  
**Telephone: 877-597-8247**

**MEMORANDUM NO./IB NO.** PKP 0080964 11 / S000400000

**NAMED INSURED(S)**

**SYNOD OF THE SUN**  
Solar Under The Sun

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of several select denominations that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverage shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. Limits shown are per participant and are the most that will be paid regardless of the number of Named Insureds listed above. Upon your request to the Insurance Board, a copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

**POLICY PERIOD From: 01/01/2019 To: 01/01/2020** 12:01 AM Standard Time at your address shown above.

**COMMERCIAL LIABILITY COVERAGE PART**

**Commercial General Liability\***

Each Occurrence Limit	\$2,000,000
Damage to Premises Rented to You	\$500,000 any one premises
Medical Expense Limit	\$10,000 any one person
Personal & Advertising Injury Limit	\$2,000,000
Products/Completed Operations Aggregate Limit	\$4,000,000
General Aggregate Limit	\$4,000,000
Included in General Aggregate Limit:	
Nurses Professional Liability*	Included
Cemetery Professional Liability*	Included
Employee Benefit Liability (Claims Made)*	
Retroactive Date: 06/01/2003	Included
Privacy Breach Protection*	\$100,000 each occurrence \$100,000 aggregate \$500 Deductible

**ADDITIONAL INTERESTS**

Name and Mailing Address	Type of Interest
<b>CRISIS RESPONSE &amp; CRISIS MANAGEMENT</b>	
Crisis Response Limit of Insurance	\$50,000 per participant
Crisis Management Limit of Insurance	\$50,000 per participant
Crisis Response and Crisis Management Combined	\$50,000 aggregate per participant

**PROFESSIONAL LIABILITY**

Pastoral Counseling Liability and Sexual Misconduct Liability are covered unless indicated below as "Not Covered".

<b>Pastoral Counseling Liability (Claims Made)*</b> Retroactive Date: 06/01/2003	\$2,000,000 each claim
<b>Sexual Misconduct Liability (Claims Made)*</b> Retroactive Date on \$1mm Limit: 06/01/2003 Retroactive Date on \$2mm Limit: 10/01/2006	\$1,000,000 each victim \$2,000,000 each victim

**DIRECTORS & OFFICERS LIABILITY**

<b>Directors &amp; Officers Liability (Claims Made)</b> Including Employment Practices Liability Including Educators Professional Liability Retroactive Date: 06/01/2003	\$3,000,000 each loss \$4,500,000 annual limit (subject to agg.)
---	---

**COMMERCIAL AUTOMOBILE (NON-OWNED)**

<b>Hired and Non-Owned Automobile Liability*</b>	\$2,000,000 any one accident
<b>Hired Automobile Physical Damage*</b> (Up to \$100,000 limit available upon request)	\$50,000 per vehicle
<b>Owned, Licensed Trailers Absent a Power Unit-Liability*</b> -Physical Damage	\$1,000 ded. per occurrence \$2,000,000 any one accident \$50,000 each trailer
<b>Garagekeepers*</b> Comprehensive & Collision	\$1,000 ded. per occurrence \$35,000 each occurrence \$1,000 ded. per occurrence

*These coverages apply excess of any other valid and collectible insurance and are included in the CGL General Aggregate Limit.*

\*Indicates which coverages are included in the CGL General Aggregate Limit. The overall program aggregate limit on General Liability is capped at \$50MM for non-Sexual Misconduct and \$25MM for Sexual Misconduct.



Andrew Gunn, Authorized Representative  
Willis of Ohio, Inc.  
Agent/Broker for the  
Insurance Board



**INSURANCE BOARD**  
Partners in Protection

700 Prospect Avenue  
Cleveland, OH 44115  
(800) 437-8830  
Fax (216) 736-3239  
www.InsuranceBoard.org

**EXCESS and/or UMBRELLA PROGRAM  
MEMORANDUM OF INSURANCE**

**NAME AND MAILING ADDRESS OF INSURED**

**SYNOD OF THE SUN**  
445 E FM 1382, STE 3-778  
CEDAR HILL TX 75104

**Issuing Agency:**  
**Willis of Ohio, Inc.**  
1001 Lakeside Ave., Suite 1500  
Cleveland, OH 44114

**Sub-Agent: UNITED CHURCH INS. SVCS.**  
**Telephone: 877-597-8247**

**MEMORANDUM NO./IB NO.** PKP 0080964 11 / S000400000

**NAMED INSURED(S)**

**SYNOD OF THE SUN**  
Solar Under The Sun

This document is to evidence that the organization named above is or will be an insured under a master policy issued to Churches and affiliated entities and organizations of several select denominations that participate in the program of the United Church Insurance Association (aka Insurance Board) for the lines of coverage shown below. The organization named above is or will be an insured as of the beginning of the policy period and for the coverages shown below. Limits shown are per participant and are the most that will be paid regardless of the number of Named Insureds listed above. Upon your request to the Insurance Board, a copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

**POLICY PERIOD From: 01/01/2019 To: 01/01/2020 12:01 AM Standard Time at your address shown above.**

**COMMERCIAL EXCESS LIABILITY COVERAGE PART**

There are **Distinct Excess Liability Parts** within the Insurance Board Program.

**\$30,000,000 each occurrence / \$30,000,000 general aggregate per participant**

Coverage provides excess limits for Commercial General Liability; Employee Benefits Liability; Cemetery Professional Liability; Automobile Liability for Owned Autos insured under the Insurance Board Program; and for Commercial Hired and Non-Owned Automobile Liability.

Coverage provides excess limits for Pastoral Counseling Liability. (See note below regarding exceptions.)

Coverage provides excess limits for Employers' Liability, subject to a required \$1,000,000 limit in the primary coverage. (This requirement is satisfied by coverage in the Insurance Board sponsored Workers' Compensation Program.)

Coverage provides excess limits for Owned Automobile Liability, subject to a required \$1,000,000 Combined Single Limit in the primary coverage. (This requirement is satisfied by coverage in the Insurance Board sponsored Owned Automobile Program.)

**\$2,000,000 each victim, \$5,000,000 Per Participant Annual Limit for Sexual Misconduct Liability.**  
(See note below regarding exceptions.)

If any one or more "Memoranda of Insurance" applies to the same occurrence, incident, claim or accident, the limit will not exceed the highest limit available under any one "Memorandum of Insurance."

**Note:** The limits provided above for Pastoral Counseling Liability and Sexual Misconduct Liability apply excess of coverage carried in the Primary Liability Programs. If the Primary Liability Memorandum of Insurance indicates "Not Covered", the limits provided above do not apply.

---



Andrew Gunn, Authorized Representative  
Willis of Ohio, Inc.  
Agent/Broker for the  
Insurance Board

Page left intentionally blank.

## A

**Attachment A**, 6, **15**, 115, **119**  
**Attachment B**, 6, **17**, 115, **131**  
**Attachment C**, 6, **32**, 115, **140**  
**Attachment D**, 6, **42**, 116, **144**  
**Attachment E**, 6, **56**, 106, **146**  
**Attachment F**, 6, **56**, 106, **148**  
**Attachment G**, 6, **61**, 106, **151**  
**Attachment H**, 6, **67**, 106, **153**  
**Attachment I**, 6, **68**, 106, **154**  
**Attachment J**, 6, **69**, 107, **158**  
**Attachment K**, 6, **71**, 107, **163**  
**Attachment L**, 8, **72**, 107, **165**  
**Attachment M**, 7, **76**, 107, **166**  
**Attachment N**, 107, **173**  
**Attachment O**, 107, **195**  
**Attachment P**, 107, **201**  
**Attachment Q**, 107, **204**  
**Attachment R**, 107, **208**  
**Attachment S**, 107, **210**

**Audit**, 8, 112, **163**, 172

## B

Boundaries, 204  
**Budget**, 8-9, **66-71**, **72-75**, 112, 241, 243, 262  
Bylaw, 39, 52, 158, 162, 265

## C

Child and Youth Protection Policy, **213-236**  
Committee on Representation, 45, 111-112, 158-161, 167  
Commissioned Pastors, 106, 111, 114, 146  
Communication Services Plan, 8-9, 103-104, 114-115, 145,  
Connecting Committee, 7, 45, 110, 243  
Coordinating Team, 8-10, 36, 48, 116, 163, 188, 262  
Covenant, 6-7, 34, 45, 82-84, 110, 130-133, 211, 216, 226, 235, 243, 260

## E

Empowering Committee, 8, 111, 114, 146,  
Equipping Committee, 7, 111,

## G

**Grants and Scholarship**, 9-10, 82-84, 112, 144, 158-160, 169, 210-211, 241

## H

Hispanic Ministry Mission Network, 7, 147, 211

## I

IMAGINE:Compassion, 8-9, 88, 104, 110, 113, 210  
Indian Nations Presbytery Administrative Commission, 9  
Insurance, 8, 112, **269-278**

## L

Leadership Summit, 8, 97, 111,

## M

Mission Responsibility Through Investment, 7

## N

Nominations, 8, 111-112, 161,  
Nominating Committee, 161, 170, 238

## O

Opioid Crisis Teleconference, 95, 115

## P

Permanent Judicial Commission, 6, 110, 114, 150, 238-239  
**PERSONNEL**, 7-9, 111, **246-260**  
Prayer, 1, 3, 5, 7, 8, 106, 108-109, 113, 142

Presbyterian MoRanch, 6-7, 10, 76, 87,  
Presbyterian Women, 82, 100

## **Q**

Quorum, 1, 3, 6, 106, 108, 110

## **S**

Solar Under the Sun, 93, 112, 142

**Synod Leader/Stated Clerk**, 6, 8-10,  
110-111, 113, 114, 170, 224, 238

Stated Meeting, 1, 8, 56, 61, 106, 111,

Synod of the Sun Presbyterian  
Foundation, 9

Synod Youth Workshop, 7, 235

## **T**

Trinity University, 110, 140-143

## **V**

Vision Plan, 6, 17-31, 210,

## **W**

Worship, 6, **10-14**, 110, 113, **114-118**,  
144-145