

Presbytery of Northern Waters  
Stated Annual Presbytery Meeting Minutes  
October 9, 2021, at 10:00 a.m.  
Via Zoom

Call to Order and Constituting Prayer (Rev. Dorothy Duquette, Moderator)

- Opening of Meeting
  - Moderator, Rev. Dorothy Duquette, opened the meeting with a reading of Psalm 104 and prayer at 10:00 a.m.
- Declaration of Quorum
  - Rev. Brad Carloss, Stated Clerk, declared a quorum.
- **Approval of Docket (See Figure 2)**
  - **A motion to accept the docket as written was moved, seconded, and carried. (MSC)**
  - **A motion to amend the docket to allow the Ironwood Administrative Commission Report to occur after the Consent Agenda due to time constraints was moved and approved.**

Report of the Stated Clerk (Rev. Brad Carloss, Stated Clerk)

- Standing Rules
  - Mute microphones when not speaking during the meeting.
  - Mute and turn off the camera if eating.
  - Remember only commissioners are eligible to vote. Ruling Elders who are commissioned to serve a congregation and Ministers of Word and Sacrament.
  - Discouragement of using parliamentary procedures to disrupt the process.
  - Refraining from using acronyms, or at least letting it be known what the acronym stands for, is encouraged.
  - Any discussion is civil, caring, and positive. Humor may be used to try to make the meetings feel more personable but this is not intended to be perceived as inside jokes.
  - Identify yourself before speaking even though names are listed below images.
- Appointment of the Roll Clerk and Minutes Clerk
  - Rev. Brad Carloss, Stated Clerk, appointed Amanda Keppers as both the roll clerk and minutes clerk.
- Seating of Corresponding Members
  - Rev. Brad Carloss, Stated Clerk, acknowledged there were no corresponding members present to seat.
- Consent Agenda (Rev. Dorothy Duquette, Moderator) (See Figure 2)
  - Removal of the nominating report and the September 28, 2021 Council Action regarding an amendment to the proposed 2022 Budget from Finance and Budget from the Consent Agenda was requested by Rev. Brad Carloss, Stated Clerk.
  - **The Presbytery voted to approve the amended Consent Agenda.**

## Ironwood Administrative Commission Report (Rev. Lawrence Lee and Rev. Brett Foote)

- Report
  - The Administrative Commission was tasked by the Presbytery with five tasks in regards to the Ironwood Presbyterian Church. These tasks are as follows:
    - Task 1: Dismiss the Ironwood Presbyterian members to other congregations. The Administrative Commission has done this.
    - Task 2: Acquire and pass on the Minutes and Records books to the Presbytery of Northern Waters office. The Administrative Commission has done this.
    - Task 3: Dispose of the building and the properties there within. The Administrative Commission has done this. The current use of the building has created great excitement in the community.
    - Task 4: Take residual funds and return to the Presbytery. The Administrative Commission has done this.
    - Task 5: Plan a memorial celebration for the closing of the church. This had been planned but has since been delayed due to this meeting not being an in-person meeting. Chips Paulson is taking on the biographical information.

## Report of Synod Meeting (Cathy Hecht)

- Cathy Hecht was excused from this meeting due to the fact that she was on her return travels from the Annual Synod Meeting.
- A written summary from the Synod was provided. (See Figure 3)

## Council Report Committees of Council Reports

- Overtures and Bylaws (Barry Boyer)
  - Barry Boyer requested to be excused from this meeting.
  - Overtures and Bylaws have not met nor done any work to report on.
  - Rev. Richard Blood, General Presbyter, clarified that Overtures and Bylaws has been recently tasked with updating/rewriting the current Manual of Operations. They plan to meet and begin this process soon.
- Personnel Committee (Rev. Kari Jutila and Rev. Doug Workman)
  - Both Rev. Kari Jutila and Rev. Doug Workman requested to be excused.
  - The committee had been working on providing information to Finance and Budget.
- Committee on Preparation for Ministry
  - There is no chair to make a report at this time.
- Program Strategy (Rev. Arlin Talley)
  - The Congregation Vitality Fund is available to all churches, sessions, groups of sessions, etc. The doc has been amended and approved and is part of the docket. Three churches have accessed the fund to date and Program Strategy encourages others to use the fund.

- Triennium will occur next year and there has been interest in attending. A registrar is needed. Those interested should send information and keep in contact with Program Strategy.
- A Mission Trip in Hammond, Louisiana will occur in February. Mailings will go out when more information is acquired.

#### Special Announcements (Rev. Dorothy Duquette)

- Necrology Report
  - Dorothy Duquette recognized the elders who have died over the last year and asked that those in attendance take a moment to remember them.
  - Brad Carloss noted that we are hopeful to soon be able to host in person meetings again.
  - Rev. Matthew Arneson asked to acknowledge Amanda Keppers for facilitating the meetings via zoom and that it is not an easy task.

#### Committee on Ministry (Rev. Jim Deters)

- Report
  - Rev. Jim Deters shared a reading from Luke 8:11.
  - Jim Deters acknowledged that COVID-19 has taken a toll on our churches. Some are thriving and others are struggling.
  - Covid has created a continued need for the following: for social distancing especially with upcoming holidays, to gather up our lost sheep as our own members, to build community in safe ways, and to bring worship outside the community to those who cannot be a part of worship.
  - Continue to live into the five priorities of the church: worship, christian education, mission, mission, mission
  - Gary Cross has resigned and retired as co-chair of the Committee on Ministry.
  - Rev. Jim Deters is submitting his resignation as co-chair of the Committee on Ministry in preparation for the election of officers.
    - **A motion to accept Rev. Jim Deters' resignation as co-chair from the Committee on Ministry, with thanks, was moved, seconded, and approved.**

#### Finance and Budget (Paul Rigstad)

- Report
  - Budget approved by the council had an item added to it. Which was not included in the document in the packet.
    - Paul Rigstad brought attention to line 6020 on page 40 of the packet. This line refers to the Pastors Welfare Fund. The Pastors Welfare Fund had merged with the Care and Nurture Fund as of 2020. The Care and Nurture Fund carries over into the next year but is capped at \$5,000.00 whereas the Pastors Welfare Fund would not have rolled over..
    - The Treasurer, Jay Wilkinson, and the Finance and Budget Chair, Paul Rigstad, recommended that we do not add the \$2,500.00 to the Pastors

Welfare Fund as requested by council, but do remove the line 6020 Pastors Welfare Fund from the report.

- Discussion regarding how this conflicts with our current Manual of Operations. Attention was brought to the fact that the Manual of Operations is currently being rewritten.
- **A motion to remove line item 6020 and the recommendation from the Council was moved, seconded, and approved.**
- **A motion to approve the 2022 budget with the above amendments was moved, seconded, and carried.**
- Jay Wilkinson, Treasurer, pointed out the auditors report.

#### Nominating Committee (Rev. Robyn Weaver)

- Report
  - Robyn Weaver thanked all those on the committee for their hard work.
- Election of Officers
  - The committee would like to put before the floor the following nominations of officers: as Presbytery Moderator, Rev. James Deters; as Vice-Moderator, James Dunning.
  - There were no nominations from the floor.
  - **The committee moved to nominate James Deters as Moderator and James Dunning as Vice-Moderator. The motion carried**
- Election of Committee Members
  - **The committee would like to move the slate of those serving committees as written in the Nominating Report.**
    - John Gibbs noted that he is no longer a chaplain in Duluth which was listed as Honorably Retired.
    - Candy Deal noted she is not with the Calumet church but with Coleraine.
    - There were no nominations from the floor.
  - **The motion carried.**
- Additional Nominations
  - **A motion to nominate Rev. Matthew Arneson as chair of Program Strategy was moved, seconded, and carried.**

#### Worship

- Leader: Dorothy Duquette, Moderator
  - Rev. Dorothy Duquette, Moderator, led the meeting members in the Service of Worship.
- Music: Glen Avon Presbyterian Church
  - Glen Avon Presbyterian Church pastors and members provided pre-recorded special music. (There were some complications with sharing the video to begin with but this was figured out and music was played in a different order than the worship bulletin.)
- Offering: Peace and Global Witness & Christmas Joy

- Due to the meeting being virtual, it was asked that any offering be sent to the office of the Presbytery of Northernwaters with a notation of Annual Presbytery Meeting offering in the memo line.
- Installation of Moderator & Vice-Moderator
  - The installation of the Presbytery of Northern Waters Moderator, Reverend James Deters occurred as written in the docket.
  - **The Presbytery of Northern Waters confirmed the call of God to our brother Jim Deters as Moderator of the Presbytery.**
  - There was not an election of the vice-moderator as James Dunning was not present to be installed.
  - A transfer of duties took place after the worship service and Rev. Jim Deters took over the role of Moderator.

Unfinished Business (Rev. Dorothy Duquette, former Moderator)

- Recognition of Dorothy Duquette
  - Robyn Weaver requested that we recognize and thank Rev. Dorothy Duquette for all of her hard work.
  - Rev. Richard Blood, General Presbyter, thanked Rev. Dorothy Duquette for all of her work and perseverance through these difficult times. He presented her with a locally made pottery bowl that has the appearance of birch bark as a gift of thanks.
  - Dorothy Duquette thanked everyone for their patience and assistance through these times.

New Business (Rev. Jim Deters, Moderator)

- There was no new business to address.

Report of Roll (Rev. Brad Carloss, Stated Clerk)

- Brad Carloss reported the roll for the Annual Presbytery Meeting on October 9, 2021 via zoom as follows:
  - Ministers of Word and Sacrament/ Teaching Elders 14
  - Ruling Elders/Commissioners 10
  - Commissioned Ruling Elders 0
  - Council Members 1
  - Inquirers/Candidates 0
  - Corresponding Members 0
  - Staff 2
  - Visitors/Observers 4
  - Total 31
  - Offering Received To be announced
    - (Please send to the Presbytery Office)

Closing Prayer and Adjournment (Rev. Jim Deters, Moderator)

- **The Presbytery moved, seconded, and carried the motion to adjourn the meeting at 11:53 am.**
- Jim Deters yielded the floor to Rev. Dorothy Duquette and requested she close the meeting prayer.

Upcoming Meetings of the Presbytery of Northern Waters:

To be announced!

February 2022 (likely the 5th)

May 2022

October 2022

Meeting Minutes Respectfully Submitted by

Amanda Keppers,  
Minutes and Roll Clerk  
Presbytery of Northern Waters

Figure 1: Report of Roll:

<b>Annual Stated Presbytery Meeting -PNW- October 9, 2021 at 10:00 am via Zoom</b>						
<b>Presbytery Member</b>	<b>Status</b>	<b>Other</b>			<b>City</b>	<b>State</b>
Karel Hanhart	Absent - Excused					
Cathy Hecht	Absent - Excused		Council	Synod Rep		MN
Hope Dougherty	Present	registered no show	Council	PW	Manitowish Waters	
Chip Holt	Absent - Excused		CRE	Bemidji	Bemidji	MN

Ken Ribe	Present		Honorably Retired	PNW Pastoral Care		MN
Kate Stangl	Absent - Excused		Honorably Retired			
Susan Goodin	Present		Honorably Retired			MN
C. Arlin Talley	Present		Honorably Retired			
Robert Goodin	Present		Honorably Retired			MN
Bradley Carloss	Present		Honorably Retired	PNW Stated Clerk		WI
Richard Blood	Present		Honorably Retired	PNW General Presbyte	Duluth	MN
John D. Gibbs	Present		Honorably Retired			
Ruth Andersen	Present		Honorably Retired		Bemidji	MN
Barry Boyer	Absent - Excused		Honorably Retired			
James Deters	Present		Minister of Word & Sacrament	Ashland	Ashland	WI
Brett Foote	Present		Minister of Word & Sacrament	Superior UPC	Superior	WI

Lawrence Lee	Present		Minister of Word & Sacrament	Bayfield	Bayfield	WI
Matthew Arneson	Present		Minister of Word & Sacrament	Phillips	Phillips	WI
Kathryn Reid-Walker	Absent - Excused		Minister of Word & Sacrament	Eau Claire, First	Eau Claire	WI
Karen Schuder	Present		Minister of Word & Sacrament	Member-at-Large	Duluth	MN
Douglas Workman	Absent - Excused		Minister of Word & Sacrament	Tower	Tower	MN
Robyn Weaver	Present		Minister of Word & Sacrament	Duluth, Glen Avon	Duluth	MN
Chips Paulson	Absent - Excused		Minister of Word & Sacrament	Manitowish Waters	Manitowish Waters	WI
Corey Larsen	Absent - Excused		Minister of Word & Sacrament	Ely	Ely	MN
Jason Schiller	Present		Minister of Word & Sacrament	Grand Rapids	Grand Rapids	MN
Kari Jutila	Absent - Excused		Minister of Word & Sacrament	Duluth Lakeside	Duluth	MN
Dorothy Duquette	Present		Minister of Word & Sacrament	Bovey, Calumet		MN



Kathryn Nelson	Absent - Excused	registered no show	Observer/visitor	Phillips	Phillips	MN
Jackie Ranco	Present		Observer/visitor	Superior UPC	Superior	WI
Cindy Martinson	Present		Observer/visitor	Duluth-Lakeside	Duluth	MN
Marvin Arneson	Present		Observer/visitor	Phillips	Phillips	WI
Marie Arneson	Present		Observer/visitor	Phillips	Phillips	WI
Cheryl Behling	Present		Ruling Elder/Commissioner	Duluth, First	Duluth	MN
Peggy Smith	Present		Ruling Elder/Commissioner	Calumet-Co mmunity	Calumet	MN
Debbie Sauer	Present		Ruling Elder/Commissioner	Duluth, Glen	Duluth	MN
Barbara Meyer	Absent - Excused	registered no show	Ruling Elder/Commissioner	Grand Rapids	Grand Rapids	MN
Dawn Trexel	Present		Ruling Elder/Commissioner	Virginia	Virginia	MN
Paul Rigstad	Present		Ruling Elder/Commissioner	Duluth, Westminster	Duluth	MN
Sue Hendrickson	Present		Ruling Elder/Commissioner	Superior, Country Pe	Superior	WI

Lynda Butek	Present		Ruling Elder/Commissioner	Chippewa Falls	Chippewa Falls	WI
Ruth Andersen	Present		Ruling Elder/Commissioner	Bemidji	Bemidji	MN
Candy Deal	Present		Ruling Elder/Commissioner	Coleraine	Coleraine	
Angela Michler	Present		Ruling Elder/Commissioner	Phillips	Phillips	MN
Amanda Keppers	Present		Staff	Minutes/roll clerk	Duluth	MN
Jay Wilkinson	Present		Staff	Treasurer		MN
Paula Gaboury	Absent - Excused		Temp. Relation	Two Harbors	Two Harbors	MN

**PROPOSED STATED & ANNUAL MEETING DOCKET**  
The Presbytery of Northern Waters  
Via ZOOM Video Conferencing  
Saturday, October 9, 2021

- 10:00 Call to Order and Constituting Prayer Dorothy Duquette, Moderator
- Declaration of a Quorum Approval of the Docket
- 10:10 Report of the Stated Clerk Brad Carloss, Stated Clerk
- Standing Rules for this Meeting
  - Appointment of the Roll Clerk and Minutes Clerk
  - Seating of Corresponding members
  - Consent Agenda Dorothy Duquette, Moderator
- (Actions Taken on Behalf of Presbytery and reports)
- Report of Synod Meeting
- Council Report Committees of Council Reports
- Overtures and Bylaws Barry Boyer
  - Personnel Committee
  - Committee on Preparation for Ministry
  - Program Strategy Arlin Talley
- 10:20 Special Announcements
- 10:30 Committee on Ministry Jim Deters
- 10:45 Finance and Budget Paul Rigstad
- 11:00 Nominating Committee Robyn Weaver
- Election of Officers
  - Election of Committee Members
- 11:30 Worship
- Leader: Dorothy Duquette, Moderator
  - Music: Glen Avon Presbyterian Church
  - Offering: Peace and Global Witness & Christmas Joy
  - Installation of Moderator & Vice-Moderator
- Unfinished Business
- New Business
- Report of the Roll
- Closing Prayer and Adjournment

**NORMS and STANDING RULES FOR ZOOM PRESBYTERY MEETINGS**

1. When using ZOOM microphones are to be kept muted until recognized to speak.
2. To request to speak, please use the chat function within ZOOM or raise your hand under “reactions” on the ZOOM bar.
3. When using ZOOM, be mindful that the meeting is being recorded. Cameras and microphones must be turned off if eating. If using a portable device, be mindful of one’s surroundings and what others may be seeing.
4. Committee reports that are written should be read in advance. They will not be presented during the meeting and will be accepted as part of the Consent Agenda.
5. Commissioners arrive promptly for working sessions and remain to their conclusion unless excused.
6. Parliamentary procedures are used enough to keep work moving along, but not in ways that prohibit participation in discussion.
7. Acronyms are explained when used for the first time or upon request.
8. We work to create and maintain an atmosphere for discussion that is civil, caring, and positive. Speakers are heard with courtesy. When disagreements occur, we argue about issues, but do not attack people. This style includes acknowledging our mistakes.
9. The docket may provide some “free time” periods throughout the meetings for socializing and is flexible. The ZOOM connection will be left open. At these times, unmuting microphones is appropriate.
10. Participants identify themselves before speaking.
11. The moderator recognizes someone before that person speaks.
12. Enrollment of Commissioners is the role of the Stated Clerk of the Presbytery. Any decisions made by the Stated Clerk in this capacity may be appealed to the Presbytery.

**A: Items approved by the Council on behalf of the Presbytery (Consent Agenda):**

Presbytery of Northern Waters Council  
July 2021 – September 2021

- July 27, 2021:** Council approved a motion to approve a name change from “Church Development Fund” to “Congregational Vitality Fund.”  
(See the following document)
- July 27, 2021:** Council approved a motion to approve and the new application for the Congregational Vitality fund.  
(See the following document)
- July 27, 2021:** Council approved a motion to approve Rev. Kim as the speaker for the October Stated Presbytery Meeting to be funded from the speaker’s fund.
- July 27, 2021:** Council approved a motion to hold the October Stated Presbytery meeting as a non-hybrid meeting, but have it recorded.
- July 27, 2021:** Council approved a motion from the Clearwater Forest Representatives to accept the changes to the Clearwater Bylaws and the Articles of Incorporation as written.  
(See the following document)
- August 31, 2021:** Council approved a motion that Due to the resurgence of COVID in our nation and Presbytery, the Presbytery of Northern Waters will hold a fully online meeting via Zoom on October 9<sup>th</sup> instead of our scheduled fall meeting at Clearwater Forest on October 8<sup>th</sup> and 9<sup>th</sup>.
- September 28, 2021:** Council approved a motion to recommend to the Presbytery the proposed finance and budget with an amendment that would include the addition of \$2,500 under Pastors Welfare was moved, seconded, and carried.
- September 28, 2021:** Council approved a motion to approve the “Proposed Stated and Annual Meeting Docket of the Presbytery of Northern Waters October 9, 2021” as written.
- September 28, 2021:** Council approved a motion to ratify the decision, which was made out of session, in which an official action be made that the location of the October meeting has been changed to a virtual meeting as a result of concerns of the rise of the DELTA variant.

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## The Presbytery of Northern Waters

### **Congregational Vitality Fund**

#### **History**

The Congregational Vitality Fund sets aside net income from the sale of closed church buildings to be made available, by application, to other churches in the presbytery.

#### **Purpose**

The purpose of this fund is to provide grants for the development or expansion of ministries and mission in local congregations.

#### **Who may apply**

Church sessions, a consortium of sessions, or session(s) in conjunction with a committee/commission/task force of presbytery.

#### **Expectations**

It is intended that a grant would be used for expenses beyond regular/general maintenance of a building or program. As with all functions and ministries of a local church, a grant will be under the supervision and authority of the session. A report on the use of the grant will be sent to the presbytery when the funds have been expended.

#### **How to apply**

Send the session-approved proposal to the Program Strategy Committee of the presbytery, indicating who will be leading the effort and monitoring the intended outcome. Describe the use of the grant in terms of the Marks of Congregational Vitality outlined by the PCUSA General Assembly (attached). Grants may be requested in any amount:

Approval by Program Strategy Committee – up to \$5000

Approval by Presbytery Council – up to \$30,000

Approval by Presbytery – greater than \$30,000

## PCUSA General Assembly

# Marks of Congregational Vitality

### Marks of Congregational Vitality

1. **A commitment to forming disciples over every member's lifetime.** This leads first to personal transformation, as people put on the heart of Christ, and then to social transformation, as people joyfully go forth into the community and tackle the issues facing today's culture.
2. **Embracing the call to evangelism.** We show forth the love of Christ by our actions and our lives even more than by our words. Our relationships are genuine and caring. People know we are Christians by our love.
3. **An outward focus.** Our church is not a place to escape from the world, but rather our gateway to our community where we may be the hands, feet, heart and mouth of Jesus Christ for people who are suffering or marginalized.
4. **Empowering every member** to discover their individual calling and the gifts God has given them so they can go forth and serve.
5. **Spirit-inspired worship** that challenges, teaches, transforms, convicts and energizes us so when we are sent out, we have experienced the wonder of God and are changed for the better from when we arrived.
6. **Caring relationships** modeled on God's love. We open our doors and hearts to all people, and we build relationships modeled on God's love, which leads to genuine reconciliation and peace.
7. **Congregations with healthy systems.** Our mission focuses are clear. There is fiscal responsibility and accountability. We have thoughtful decision-making structures. Our leaders and staff enjoy a sustainable balance of work/rest time.

The Presbytery of Northern Waters

**Congregational Vitality Fund**

Grant Application

Date: \_\_\_\_\_

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

Project Leader: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Amount requested: \_\_\_\_\_

Description:

Signatures

Project Leader: \_\_\_\_\_ Date \_\_\_\_\_

Clerk of Session: \_\_\_\_\_ Date \_\_\_\_\_

Send this application to: Presbytery of Northern Waters  
5203 E 2nd Street  
Superior WI 54880-4363



**AMENDED BYLAWS OF  
PRESBYTERIAN CLEARWATER FOREST, INC.**

Proposed amendments June 10, 2021

**ARTICLE I  
MEMBERSHIP**

Section 1. The Governing Bodies are the five organizations who own and manage the ministries of Clearwater Forest. Governing bodies are: the Synod of Lakes and Prairies of the Presbyterian Church (U.S.A.), the Presbytery of the Twin Cities Area, the Presbytery of Northern Waters, Inc., the Presbytery of Minnesota Valleys, Inc., all Minnesota non-profit corporations; and the Presbytery of the Northern Plains, Inc., a North Dakota non-profit corporation. Other presbyteries within the said Synod of Lakes and Prairies may be admitted to membership as prescribed in these bylaws.

Section 2. There shall be no membership fees or dues.

Section 3. There shall be only one type of membership, that of voting member.

Section 4. New governing bodies may be added as members by majority vote of the membership, providing that any and all such new members shall be presbyteries of the Synod of Lakes and Prairies of the Presbyterian Church (U.S.A.).

Section 5. Any governing body may withdraw from membership in the corporation upon twelve- months' written notice of withdrawal delivered or mailed to the secretary of the corporation. Any such notice of withdrawal shall be registered upon receipt thereof by the secretary of the corporation, with withdrawal itself effective, unless sooner rescinded, twelve months from the date of receipt of withdrawal.

Section 6. The duties and responsibilities of the governing bodies shall be as follows:

- a. To elect, and when necessary to fill vacancies, persons to serve on the Board of Directors (hereafter referred to as the Board). Member presbyteries shall elect such persons from among its minister members or active members of churches within its bounds. The Synod of Lakes and Prairies shall elect such persons from among its constituent presbyteries who are either a minister member of a presbytery or an active member of a congregation.
- b. To amend the bylaws and articles of incorporation of the corporation.
- c. To act on the admission of governing bodies as members of the corporation or receive the termination of governing bodies as members from the corporation.
- d. To act on certain property and financial matters hereafter defined.

- e. To act on any other matters required by law to be acted upon by the members of a Minnesota non-profit corporation.

Section 7. The manner of giving notice for action by governing bodies on the above matters, except for the election of members to the Board, shall be as set forth in Article VII of the articles of incorporation.

## **ARTICLE II BOARD**

Section 1. The Board shall have responsibility for the general supervision and management of Presbyterian Clearwater Forest, Inc. and act as the liaison between governing bodies and Presbyterian Clearwater Forest, Inc. The Board shall oversee camp activities, programs, policies, general procedures, and the employment of staff sufficient to accomplish its goals and ministry. Employment of Leadership Team members shall be the responsibility of the Board.

Section 2. The Board shall be made up of at least ten (10) but not more than fifteen (15) Board members. Each governing body shall be represented by two voting Board members, elected by the governing body into different classes (for the purpose of staggering term completions).

In the event that a specific expertise is needed, the Board, by majority vote, may elect to the Board a person who has the desired expertise. The addition of at-large Board members should not result in more than five from a particular presbytery.

The Synod Executive, or designee, and the Presbytery Executive Leader, or designee, of each governing body presbytery shall be ex-officio non-voting members of the Board. Synod and presbytery staff are eligible for election as voting members of the Board at the discretion of their governing body.

The Board shall endeavor at all times to have no less than fifty percent laity among its entire membership and each governing body shall follow this same requirement in electing its representatives.

Ordinarily terms of the Board members shall be for a period of three years beginning January 1. A Board member may serve for a total of two consecutive terms (whether full or partial). Board members shall not be eligible for election until after three years off the Board.

Section 3. The Board shall hold an Annual Meeting in December. At this meeting, the Board members shall elect from their number the following officers: a President, a Vice-President, a Secretary, a Treasurer and such other officers as may, from time to time, be deemed necessary by the Board. At such Annual Meeting, the Board shall approve at-large members and a preliminary budget for the operation of the corporation and may transact such other business as may properly come before an annual meeting of a non-profit corporation. The time and place of the meeting shall be given to each Board member at least ten days in advance of such meeting.

Section 4. Regular meetings of the Board shall be held at least twice a year, and at such times and places as it may designate. The Annual Meeting may be considered to be one of the regular meetings.

Section 5. Special meetings of the Board may be called at any time by the President or by any three (3) Board members on ten days' advance written notice, stating the time, place and purpose of such meeting.

Section 6. A quorum at a meeting of the Board shall be a majority of the voting members with at least four out of five of the governing bodies being represented by at least one of their elected Board members.

Section 7. Any Board vacancies shall be filled by action of the electing body in the manner specified under Article I, Section 6 of these bylaws or Article II, Section 2.

Section 8. A Board member who has two consecutive unexcused absences shall be contacted by the president of the Board regarding their intention to return to active participation. If absences persist, the Board shall consult with the electing body, and after such consultation the Board may, by majority vote, remove the Board member and request the electing body to fill the vacancy so created.

Section 9. When a quorum is present, the acts of the majority of the Board shall be the acts of the entire Board. If a quorum is not present at any meeting, the Board members may discuss but not take action on items. Voting by proxy is not allowed.

**ARTICLE III  
OFFICERS**

A

Section 1. The officers of the corporation shall be voting Board members.

Section 2. The President shall preside at all meetings of the Board. The President shall be an ex-officio non-voting member of all standing teams.

Section 3. In the absence of the President, or in the event of the President's inability to act, or at the request of the President, the Vice-President shall exercise the powers and duties of the President.

Section 4. The Secretary shall keep a record of the meetings of the Board, shall prepare and give notices of all meetings of the Board, shall be the correspondent to the governing bodies, and shall perform such other duties usually pertaining to the office of Secretary.

Section 5. The Treasurer shall be responsible for the maintenance of accurate and complete records of all money and property received, owned and disbursed by the corporation and, in such manner as may be prescribed by said Board, shall deposit and keep safely all monies and property in such banks or other depositories as may be designated by the Board. The Treasurer, at the Annual Meeting of the Board, shall make a report of the finances of the corporation in such manner as the Board shall prescribe, and shall perform such other duties as may be designated by the Board.

Section 6. The terms of all offices shall be one calendar year. No person shall hold the same office for more than six consecutive years.

Section 7. Vacancies in the position of officer of the corporation may occur from time to time, and in such event, the Board shall fill that vacancy.

Section 8. A member of the Board who is elected to serve as an officer, may be removed from office by an action of two-thirds (2/3) of the members of the Board. Such action to remove may be taken at any regular or special meeting of the Board, provided that ten days' written notice of the time and place of the meeting shall have been given to each Board member, and further provided, that said written notice contains a statement to the effect that the consideration of said removal is docketed as an item of business for that meeting.

Section 9. No member of the Board shall hold more than one office at any one time.



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**ARTICLE IV  
TEAMS**

**Section 1:** Teams are authorized by the Board and appointed by the President to perform particular aspects of this ministry.

**Section 2:** The President appoints a Board member to chair each Team. Teams are comprised of sufficient members to complete its work, including Board members and non-Board members.

**Section 3:** Such teams shall meet on the call of the chairperson or the President.

**Section 4:** The purpose and responsibilities of each Team are outlined in the Board Function document in the Administrative Manual.

**ARTICLE V  
FISCAL RESPONSIBILITY**

**Section 1.** The Board shall adopt a fiscal accountability policy.

**Section 2.** No real property of the corporation shall be sold, mortgaged, leased or otherwise encumbered without the approval of at least four out of five governing bodies.

**Section 3.** The fiscal year of this corporation shall end with the close of business on the 31st day of December of each year.

**Section 4.** The Board shall ensure that a full financial review of all financial books and records shall be conducted every year by a public accountant or a Board appointed task force versed in accounting procedures. Reviewers should not be related to the treasurer(s) in accordance with the Book of Order of the Presbyterian Church (U.S.A.) (Book of Order, G-3.0113).

**Section 5.** The Board shall take no action which will create a corporate debt that exceeds ten percent (10%) of the annual operating budget in the aggregate without the approval of at least four out of five governing bodies.

**ARTICLE VI  
ELECTRONIC MEETINGS AND VOTING**

**Section 1. Electronic Meetings:** Clearwater Forest and any of its teams, task forces, employees, or other entities are authorized to meet by electronic means (e.g., internet, telephone, or video conferencing) at such time and means as determined by the chairperson of the particular entity, provided the following conditions are met:

- a. The technology employed provides the opportunity for simultaneous communication (listening and speaking) among all participating members.
- b. The meeting notice includes adequate description for how to participate in the meeting.
- c. Arrangements satisfactory to the member can be made for the participation of any member who lacks the necessary equipment.
- d. All members may participate fully and can be recognized when they wish to speak/comment.

**Section 2: Electronic Voting:** Upon initiative of the President, when there is not adequate time to call a special meeting or the item requiring a vote needs to be expedited, Board members

can be requested to vote electronically. The motion must set forth each proposed action and time frame for response, as well as provide an opportunity to vote for or against each item. Electronic approval is valid only if the number of votes cast equals or exceeds the number of votes that would be required to approve the action at a meeting. Electronic votes will be recorded in the next regularly scheduled Board meeting minutes.

#### ARTICLE VII AMENDMENTS

Section 1. The governing bodies of the corporation shall have authority to amend the articles of incorporation and the bylaws of the corporation proposed by the Board or any governing body.

Section 2. Amendments of the articles of incorporation and/or bylaws shall be by action of at least four out of five governing bodies. Written notice of the proposed amendment shall be sent by the stated clerk of each governing body at least ten days in advance of their meeting.

#### ARTICLE VIII PARLIAMENTARY RULES

The conduct of meetings of the Board, and of teams of the Board, shall be done in accordance with the provisions of the most recently published edition of *Robert's Rules of Order* in all matters which are not inconsistent with these bylaws, the articles of incorporation, or any applicable governing statute of the State of Minnesota.

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Approved by the Board of Presbyterian Clearwater Forest, Inc. on June 10, 2021.  
Approved by the Presbytery of Minnesota Valleys. on  
Approved by the Presbytery of the Northern Plains on  
Approved by the Presbytery of Northern Waters on  
Approved by the Presbytery of the Twin Cities Area on  
Approved by the Synod of Lakes and Prairies of the Presbyterian Church (U.S.A.) on

**ARTICLES OF INCORPORATION  
OF  
PRESBYTERIAN CLEARWATER FOREST,  
INC.**

The Articles of Incorporation of Presbyterian Clearwater Forest, Inc., a non-profit corporation under the provisions of the Minnesota Non-Profit Corporation Act, Minnesota Statutes Chapter 317A, and all amendments and supplements thereto shall be as follows:

**ARTICLE I  
NAME**

A

The name of the Corporation shall be Presbyterian Clearwater Forest, Inc.

**ARTICLE II  
LOCATION and REGISTERED OFFICE**

The location and post office address of the registered office of the corporation shall be 16595 Crooked Lake Road N.E., City of Deerwood, County of Crow Wing, State of Minnesota 56444- 8173.

**ARTICLE III  
PURPOSES**

A

The general purposes of this corporation shall be for religious, educational, and charitable purposes as part of the Presbyterian Church (U.S.A.) and its successors:

1. To serve as a Christian ministry which shall extend the love of God and the life of Christ as guidelines for responsible living by us as creatures of God. We affirm Christian ministry in this context to include those programs which allow participants to share, learn, and grow in this faith, and that speak to the needs of the people served. We believe that camp and conferences are significant ways to implement this ministry.
2. The powers of this corporation shall embrace all of the powers now or hereafter permitted to a non-profit corporation by law. These shall include but not be limited to:
  - a. The powers authorized by Minnesota Statutes Chapter 317A cited as the Minnesota Non-Profit Corporation Act,
  - b. The power to hold, acquire, manage, operate, maintain, repair, mortgage, keep, preserve, sell, and otherwise dispose of real and personal property, including corporate and individual securities and evidence of indebtedness, by any lawful means absolutely or in trust.

- c. To borrow money by any lawful and convenient means and, subject to statutory restrictions, to issue any necessary and convenient securities in connection with such borrowing.
- d. The power to acquire by gift or purchase, sell, rent, lease, mortgage, encumber, plat, erect, build, construct, repair, remodel, expand, manage, control, operate, maintain, any such facilities as necessary.
- e. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- f. The power to do all things lawful and convenient in connection with the execution of the purposes of this corporation.

#### **ARTICLE IV PROPERTY HELD IN TRUST**

All property owned or held by Presbyterian Clearwater Forest, Inc. is irrevocably held in trust for the use and benefit of the Presbyterian Church (U.S.A.) pursuant to G-4.0203 of the Book of Order of the Presbyterian Church (U.S.A.). This Article may not be amended or removed from the Articles of Incorporation except by written approval, in accordance with the Book of Order of the Presbyterian Church (U.S.A.), of the Governing Bodies identified in the Bylaws of the Corporation

#### **ARTICLE V NO PERSONAL LIABILITY**

None of the officers, Board members or governing bodies of the corporation shall have any personal liability attached to them for the obligations of the corporation.

#### **ARTICLE VI MEMBERSHIP**

Membership in this corporation shall be as provided by its bylaws.

#### **ARTICLE VII DISSOLUTION**

In the event this corporation, or any of its participating governing bodies, are realigned, dissolved, or transferred, in whole or in part, to some other judicatory, or successor denomination, or combination of denominations, the rights in the real and personal property, and due representation on the Board of Directors, shall be vested in the legal and ecclesiastical successor to such governing body or governing bodies, on the basis of formula which is agreed upon in said transfer, realignment, or dissolution. Only the members of the corporation shall have the power and authority to designate some other non-profit corporation or agency, the purposes of which are similar to the purposes of this corporation, to receive and become the owner of the real and personal property of this corporation. Only the members of the corporation shall have authority to transfer and convey the real and personal property of this corporation to such designated non-profit corporation in the manner provided by the by-laws.

Upon the dissolution of this corporation, any remaining assets shall be distributed to corporations



Restated Articles of Incorporation  
Presbyterian Clearwater Forest, Inc.  
Page 2

organized and operated exclusively for religious, charitable,  
educational, or scientific purposes as shall at the time qualify as exempt organizations under Section  
501(c)(3) of the Internal Revenue Code.



**ARTICLE VIII**  
**AMENDMENT**

The governing bodies of the corporation shall have authority to amend the Articles of Incorporation proposed by the Board or any governing body. Amendments to the Articles of Incorporation shall be by action of two-thirds (2/3) of the governing bodies. Written notice of each governing body meeting containing the proposed amendment shall be sent by the stated clerk of each governing body at least ten days in advance of their meeting. Article IV, Property Held In Trust, of the Articles of Incorporation can only be amended, or removed from the Articles of Incorporation, in accordance with the Book of Order of the Presbyterian Church (U.S.A.).

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Approved by the Board of Presbyterian Clearwater Forest, Inc. on June 10, 2021.

Approved by the Presbytery of Minnesota Valleys on \_\_\_\_\_

Approved by the Presbytery of Northern Plains on \_\_\_\_\_

Approved by the Presbytery of Northern Waters on \_\_\_\_\_

Approved by the Presbytery of Twin Cities Area on \_\_\_\_\_

**B. Items approved by Committee on Ministry on behalf of the Presbytery  
(Consent Agenda):**

Presbytery of Northern Waters Committee on Ministry  
July 2021 – October 2021

**May 18, 2021:** COM approved several confidential actions regarding Rev. Jeremiah Knabe.

**June 8, 2021:** COM approved the working agreement between Westminster Presbyterian Church, Duluth, and Rev. Carolyn Mowchan as written.  
(See the following document)

**June 8, 2021:** COM approved the working agreement between Pioneer Parish and Leslie Anderson, CRE, with a one-time exception being made for continuing education expenses.  
(See the following document)

**June 8, 2021:** COM approved the motion to dissolve Rev. Richard Blood's pastoral relationship with Pioneer Parish and grant him the title of Honorably Retired.

**June 8, 2021:** COM approved the motion to formally dissolve Rev. Chris McCurdy's pastoral relationship from his ministry with the Presbytery of Northern Waters and release him to the Eastminster Presbytery of Ohio.

**June 8, 2021:** COM approved the motion that COM supports the First Presbyterian Church of Duluth's session's action that they have entered through the Administrative Commission at the upcoming Specially Called Stated Meeting.

**June 8, 2021:** COM approved the motion that weddings may only be performed after a Commissioned Ruling Elder (CRE) is commissioned to their ministry.

**August 10, 2021:** COM approved Rev. Eric Bain as the long-term pulpit supply for First Presbyterian Church, Duluth.

**Sept 14, 2021:** COM approved the motion to approve Cindy Martinson to serve the sacrament of communion at Duluth Lakeside for this Sunday's service (September 19, 2021).

**Sept 14, 2021:** COM approved the motion to receive the resignations of Gary Cross, Leslie Anderson, and Elizabeth Liebenstein on behalf of the Presbytery of Northern Waters, with thanks and gratefulness for their service, was moved, seconded, and carried.

**Sept 14, 2021:** COM approved the motion to approve this consent agenda.

**Oct 7, 2021:** COM approved the motion to approve the 2022 Proposed Minimum Salary Standards as written.  
(See the following document)

**WORKING AGREEMENT FOR THE SERVICES OF  
REVEREND CAROLYN MOWCHAN**

The following comprises a Working Agreement between the **Westminster Presbyterian Church of Duluth** and **Reverend Carolyn Mowchan**, who hereby agrees to serve as the **Stated Supply** of the above organization, in accordance with the following provisions:

1. Duties in order of priority and with the understanding that available time will be allotted accordingly:
  - a. Conduct or provide for virtual worship service **10 Sundays per quarter**.
  - b. Serve as Moderator of the Session.
  - c. Do visitation for people in crisis or serious illnesses.
  - d. Provide leadership, inspiration, and expertise to the congregation which utilizes her training and years of experience shepherding congregations.
2. Time Expectations: The average working week for the Stated Supply will be **15** hours.
3. Relationships:
  - a. As Moderator of the Session, she shall relate to all church boards and committees as would an installed minister, but within the terms specified in items 1 and 2 above.
  - b. She shall attend Presbytery meetings and otherwise be an active participant in the life and work of the Presbytery of Northern Waters and shall cooperate with the Committee on Ministry and other Presbytery personnel.
  - c. She will cooperate fully with the Presbytery appointed Committee on Ministry member who is to provide supervision and/or consultation.
  - d. Since she is not a member of the Presbytery of Northern Waters, she shall be a corresponding member of the Presbytery of Northern Waters for the duration of this Working Agreement.
  - e. She shall support and promote the doctrinal stance of the Presbyterian Church (U.S.A.) as found in the Presbyterian Church (U.S.A.) Book of Confessions; the system of government of the Presbyterian Church (U.S.A.), as found in the Presbyterian Church (U.S.A.) Form of Government; worship as described in the Presbyterian Church (U.S.A.) Directory for Worship; discipline as described in the Presbyterian Church (U.S.A.) Book of Discipline; and in general the mission and program of the Presbyterian Church (U.S.A.).
4. Remuneration: The above organization will provide **Carolyn Mowchan** the following remuneration during the life of the Working Agreement:

- a. **\$30,000 per year cash salary**, payable monthly in equal payments, based on the time expectations specified in number 2 above.
- b. Reimbursement monthly for vouchered travel at the IRS allowable rate with a **maximum of \$2400** for the year.
- c. **4 weeks** per year of paid vacation.
- d. **2 weeks** per year continuing education time, with **\$1200** vouchered expense reimbursement.

5. Duration of this Working Agreement:

- a. This Working Agreement shall become effective when signed by Carolyn, the Clerk of the Westminster Session, and the Presbytery's Committee on Ministry Representative. The expected beginning date of this Working Agreement is **February 1, 2021**.
- b. This Working Agreement is expected to be in effect for **12 months**.
- c. This Working Agreement shall be valid for no more than one year; prior to which time if both parties wish an extension such shall be negotiated with/through the Presbytery's Committee on Ministry.
- d. Modifications to this Working Agreement may be initiated by any of the three parties; and when negotiated to the satisfaction of all three parties and signed by each, shall become effective.
- e. Additional hours and duties may be agreed to between the two principal parties, with remuneration to be added in relation to the hours and remuneration specified in this Working Agreement. The additional hours and duties shall be stated in writing and signed by the two principal parties. They shall also be approved by the Committee on Ministry and/or its authorized representative.
- f. This Working Agreement may be terminated upon 30 days written notice be either primary party, and the approval of the Presbytery of Northern Waters or its authorized representative, The Committee on Ministry.

**Signatures:**

Minister Rev Caroline Nowacka Date \_\_\_\_\_

Clerk of Session Jean E. Abramson Date 5/14/2021

Committee on Ministry \_\_\_\_\_ Date \_\_\_\_\_

Please send all signed copies of this contract to:

The Presbytery of Northern Waters  
 5203 East 2<sup>nd</sup> Street  
 Superior WI 54880

Figure 2 Working Agreement: Pioneer Parish and Leslie Anderson

**Working Agreement for the Services of**

Leslie Anderson

*Insert person's name*

The following comprises a Working Agreement between the Pioneer Parish  
*Church name*  
Church of Presbytery of Northern Waters and Leslie Anderson  
*Church location* *Person's name*

who hereby agree(s) to serve as Pastor CRE of the above organization.  
*Ministry designation*  
in accordance with the following terms:

1. Duties of the CRE (listed in order of priority, and with  
*Ministry designation* the understanding that available time will be allotted accordingly.)
2. Time Expectations: The average working week for the CRE  
*Ministry designation* will be 26 hours.
3. Relationships:
  - a. The (interim minister) (stated supply) (temporary supply), as moderator of session, shall relate to all church boards and committees as would an installed minister, but within the terms specified in items 1 & 2 above.
  - b. The person shall attend Presbytery meetings and otherwise be an active participant in the life and work of The Presbytery of Northern Waters, and shall cooperate fully with the Committee on Ministry and other Presbytery personnel (including the Presbytery-appointed moderator of session).
  - c. The (stated supply) (temporary supply) (student temporary supply) will cooperate fully with the (Presbytery appointed-moderator of session) (student supervisor) or Pioneer Parish Council, who is to provide supervision  
*Supervisor type* and/or consultation.
  - d. If the (interim minister) (stated supply), is not a member of The Presbytery of Northern Waters, he or she shall be a corresponding member of Presbytery for the duration of this Working Agreement.
  - e. The person shall support and promote the doctrinal stance of the Presbyterian Church (U.S.A.) as found in the Presbyterian Church (U.S.A.) Book of Confessions; the system of government of the Presbyterian Church (U.S.A.), as found in the Presbyterian Church (U.S.A.) Form of Government; worship as described in the Presbyterian Church (U.S.A.) Directory for Worship; discipline as described in the Presbyterian Church (U.S.A.) Book of Discipline; and in general the mission and program of the Presbyterian Church (U.S.A.).
4. Remuneration: The above organization will provide to the person fulfilling this Working Agreement the following remuneration during the life of the Working Agreement:
  - a. \$ 2500 per (week) (~~month~~) (year) cash salary, based on the time expectations specified in number 2 above.

- b. \$ 700 per (week) (~~month~~) (year) for housing/utilities/furnishings allowance.
- c. (Full) (None) PC (U.S.A.) (  ) pension payments.
- d. \$ <sup>IRS</sup> Mileage per (week) (month) (year) auto/travel expense allowance. up to \$7,000.00
- e. (Four) ( <sup>Rate</sup> 4 ) weeks per year paid vacation, to be allotted in accord with the person's time of service. For example: If four weeks per year, the person would be entitled to one week's vacation with pay, after three months served under this Working Agreement.
- f. ( 2 ) weeks per year continuing education time, with ( \$700 ) expense money. (To be allotted as described above.)

5. Duration of This Working Agreement:

- a. This Working Agreement shall become effective when signed by the person(s) fulfilling this Working Agreement, the Clerk(s) of session(s) (the Parish Council), and the Presbytery's Committee on Ministry Representative. The expected beginning date of this Working Agreement is June 1 2021.
- b. The Working Agreement is expected to be in effect for approximately 12 months.
- c. The Working Agreement shall be valid for no longer than one year; prior to which time, if both principal parties wish an extension, such shall be negotiated with/through the Presbytery's Committee on Ministry.
- d. Modifications to this Working Agreement may be initiated by any of the three parties; and when negotiated to the satisfaction of all three parties and signed by each, become effective.
- e. Additional hours and duties may be agreed to between the two principal parties, with remuneration to be added in relation to the hours and remuneration specified in this Working Agreement. The additional hours and duties shall be stated in writing and signed by the two principal parties. They shall also be approved by the Committee on Ministry and/or its authorized representative.
- f. The Working Agreement may be terminated upon 30 days written notice by either primary party, and the approval of the Presbytery of Northern Waters or its authorized representative (the Committee on Ministry).

Signatures:

Minister <u>Leslie Anderson</u>	Date <u>5/30/2021</u>
Clerk of Session/Parish Council <u>Marisa Caven</u>	Date <u>5/30/2021</u>
Committee on Ministry	Date

Please send all signed copies of this contract to:

The Presbytery of Northern Waters  
 5203 East 2<sup>nd</sup> Street  
 Superior, WI 54880

**2022 MINIMUM SALARY STANDARDS**

In keeping with the formula approved by Presbytery in October 2000, we propose the following minimum salary standards for the year 2022:

<u>Cash only (manse provided)</u>	<u>Cash &amp; Housing/Utilities</u>	<u>Years of Service</u>	<u>Cont. Education</u>
\$38,254	\$49,680	\$383	\$1,000

In addition, churches will grant at least four weeks annual vacation, two weeks of study leave time, and pay full Board of Pensions dues. Auto allowance is fully negotiable.

**FOR YOUR INFORMATION**

The Presbytery of Northern Waters took the following action with regard to salary structure in October 2000:

“The minimum salary level for the Presbytery of Northern Waters for 2002, and years after will be set at 80% of the previous year’s Church Wide Median Salary as published by the Board of Pensions, plus an additional 1% of the base cash salary for each year of total full-time ordained experience in the Presbytery of Northern Waters up to 10 years. Car allowance and study allowance are not included in computing effective salary.

NOTE: Effective salary is base (cash) salary, plus housing and utilities (these last two should have a combined value of at least 30% of base salary.)”

Comparative figures available from previous years are as follows (based on 80% of the previous year’s Median salary):

<b>Year</b>	<b>Cash Basis</b>	<b>+Yrs Service (to 10)</b>	<b>Cont. Ed.</b>	<b>Church Median</b>
2005	\$27,200	\$272	\$500	\$45,500
2006	\$28,000	\$280	\$500	\$46,500
2007	\$28,616	\$286	\$500	\$47,900
2008	\$29,477	\$295	\$500	\$49,000
2009	\$30,154	\$301	\$500	\$50,800
2010	\$31,262	\$312	\$500	\$52,200
2011	\$32,123	\$321	\$500	\$52,900
2012	\$32,554	\$325	\$500	\$53,300
2013	\$32,800	\$328	\$500	\$54,000
2014	\$33,231	\$332	\$1,000	\$54,500
2015	\$33,539	\$335	\$1,000	\$55,400
2016	\$34,093	\$341	\$1,000	\$56,200
2017	\$34,585	\$346	\$1,000	\$56,300
2018	\$35,629	\$356	\$1,000	\$58,000
2019	\$36,591	\$366	\$1,000	\$59,100
2020	\$37,415	\$374	\$1,000	\$60,800
2021	\$37,662	\$377	\$1,000	\$61,200
2022	\$38,254	\$383	\$1,000	\$62,100

Pastors shall receive a minimum of \$1,000 and two weeks of study leave per year. Since study time and money are understood as intended to benefit both pastor and congregation, it is expected that a pastor will confer with his or her session about a particular use of study leave prior to any expenditure of time and money. It is also recommended that pastors occasionally solicit suggestions from their sessions regarding skill areas to improve or specializations to gain for the sake of all concerned.

Study time and funds may be accumulated up to three years when a particularly expensive or lengthy study experience is anticipated. Carry-overs from one year to the next will be cleared with the Session and their

purpose and amounts recorded in Session minutes at the change of each calendar year pertaining. It should be kept in mind that with the pressures of ministry and the continuing need for rejuvenation pastors are ordinarily urged to use their study time fully each calendar year.

When a pastor terminates his or her position of church leadership, unexpended money will not be carried away nor unused time is taken as paid leave.

(over)

.....  
**CERTIFIED CHRISTIAN EDUCATOR'S MINIMUM STANDARD SALARY IN 2022**

1. Salary: 50% of the previous year church-wide median salary for ministers;
2. Full participation in the Board of Pensions Benefit Plan;
3. Continuing Education: 1 week and Presbytery-approved compensation;
4. Vacation: 2 weeks.

**PULPIT SUPPLY MINISTERS** minimum remuneration in 2022 will be **\$125** for one service and **\$175** for two services.

**MODERATORS OF VACANT CHURCHES** minimum remuneration in 2022 will be \$50.00 per meeting.

**BOTH PULPIT SUPPLY MINISTERS AND MODERATORS OF VACANT CHURCHES IN 2022** will be reimbursed for travel at the Federal Reimbursement rate which is **\$.56 (effective 01/01/2021)**. The IRS figure for 2022 will be released during December 2021.

Ministers & Their Work  
Sub-Committee of COM

*Recalculated and approved by COM 10/7/2021*  
*Pulpit Supply increase recommended 8/14/2018*  
*Continuing Ed changed by COM 10/8/2013*



**C. Report of Presbyterian Women (Consent Agenda):**

September 2021

We have had two Zoom PW Board Committee meetings. But no annual Presbyterian PW gathering, nor a fall Regional Cluster meeting. They have both been canceled until 2022. We have an Annual Northern Waters PW meeting tentatively scheduled for April.

While most of the individual groups have been working on PDA bags, I do not have any totals.

Our individual PW groups are doing the Horizon's Bible Study, "What Our Grandmothers Taught Us."

I feel that we are not as connected as other PW Presbytery groups, I think because of the age group most of us are in, the distances between the regions, etc.

But I am in constant prayers regarding unity for Northern Waters PW groups.

Peace and Blessings,

Hope Dougherty

Northern Waters Presbyterian Women, Moderator

**D. Report of Synod Commissioner (Consent Agenda):**

September 2021

The next Synod meeting will be held virtually on October 3rd and 4<sup>th</sup>.

Cathy Hecht, RE

Synod Commissioner

**E. Necrology Report (Consent Agenda):**

<b>Presbytery of Northern Waters Necrology Report for the Year 2020</b>				
<b>Area</b>	<b>Church</b>	<b>Name</b>	<b>Ordained</b>	<b>Died</b>
<b>Pastors</b>				
<b>Headwaters-</b> Bemidji, Bigfork-1 <sup>st</sup> , Bigfork-Bowstring, Blackduck, Bovey, Calumet, Coleraine, Grand Rapids, Park Rapids				
Bemidji, MN	First Presbyterian Church	Carol Close (RE) (Deacon)	2/11/1996 1/23/1983	6/1/2020
		Joseph Forbes (RE)	1/18/1981	11/19/2020
		Arlene Lee (RE) (Deacon)	1/8/1981 2/9/2003	8/23/2020
Bovey, MN	Lawron Presbyterian Church	Tom Shaughnessy Arlene Warner		4/16/2020 12/15/2020
Grand Rapids, MN	Community Presbyterian Church	Betty Lee Akre Elaine (Carlson) Martin Delores Motschenbacher Jeanette Jetland Thomas Swentkofske Dorothy Zobel	1981 1977 1970 1968 1970 2005	12/2/2020 12/22/2020 1/27/2020 6/7/2020 6/2/2020 1/23/2020
<b>Iron Range-</b> Babbitt, Ely, Hibbing, Keewatin, Tower, Virginia				
Ely, MN	First Presbyterian Church	Jan Hogan Carol Maddern Mary Wachter Smith		12/27/2020 9/24/2020 2/13/2020
Hibbing, MN	First Presbyterian Church	Alice Broker David Cicchi Donna Dicki Wilbur Gillis Betty Vitters Harold Wentland	1982 1974 1996 1969 1982 1970	8/27/2020 8/15/2020 4/28/2020 8/8/2020 5/31/2020 2/23/2020
Virginia, MN	Hope Community Presbyterian Church	Jacque Ault Norma Nekich	Pre 1990 Pre 1997	9/22/2020 7/22/2020
<b>Lakeland-</b> Ashland, Bayfield, Hurley, Ironwood, Lac du Flambeau, Manitowish Waters				
Bayfield, WI	Bayfield Presbyterian Church	Edward Flitz	1/1994	11/23/2020
Hurley, WI	First Presbyterian Church	Henry D. Leinon	1/14/1967	10/21/2020

<b>Presbytery of Northern Waters Necrology Report for the Year 2020</b>				
<b>Area</b>	<b>Church</b>	<b>Name</b>	<b>Ordained</b>	<b>Died</b>
Ironwood, WI	First Presbyterian Church	Charles E. Best		1/1/2021
Manitowish Waters, WI	Manitowish Waters Community Presbyterian Church	Irvin Feit (Deacon) Scott Lenicheck (RE) Jean Rein (RE) Kenneth Winchell (RE)	1/12/1986 2/4/2990 1/26/1975 12/6/1992	5/4/2020 10/18/2020 7/30/2020 9/3/2020
<b>Mille Lac-</b> McGrath, McGregor, Tamarack, Wahkon, Willow River				
	No reports			
<b>North Shore-</b> Carlton, Cloquet, Duluth-First, Glen Avon, Lakeside, Pike Lake, Westminster, Silver Bay, Two Harbors				
Cloquet, MN	Presbyterian Church of Cloquet	Betty Starkey (CRE) Barbara Ziel (RE)		9/29/2020 10/7/2020
Duluth, MN	First Presbyterian Church	Wayne Prince Sr		5/31/2020
Duluth, MN	Glen Avon Presbyterian Church	Charles Barnes Glenn Coyle Robert Fryberger Paul Hoff David Rutford Sr.	2/14/1954 1/19/1964 10/27/1991 1/1/2000 1/16/1983	1/12/2020 5/15/2020 9/13/2020 4/18/2020 10/19/2020
Duluth, MN	Lakeside Presbyterian Church	Charles Baily (RE)(Deacon) Reed Byers (RE) Alex Eglinton (RE)	(1963) (1960) 2010 2006	2020 2020 2020
<b>Southern Kingdom-</b> Chippewa Falls, Cornell, Eau Claire 1 <sup>st</sup> , Eau Claire North, Hannibal, Phillips, Rice Lake, Winter				
Chippewa Falls, WI	First Presbyterian Church	Leatrice Dirks Marjorie Nichols	1976 1986	11/23/2020 10/17/2020
<b>Superior/Pioneer Parish-</b> Brule, Lake Nebagamon, St. Croix, Superior-County Peace and United				
Superior, WI	Country Peace Presbyterian Church	Mary Lou Conley		12/14/2020

**Program Strategy Report:**

Rev. Arlin Talley, HR  
Program Strategy Chair

Council approved a motion to change all references of “Church Development Fund” in the Manual of Operations to “Congregational Vitality Fund” and bring the change to the Presbytery on July 27, 2021.

**1. Action Sought:** That the Presbytery of Northern Waters approve the motion, recommended by Council, to change all references of “Church Development Fund” in the Manual of Operations to “Congregational Vitality Fund.”

1. **Action Sought:** That the Presbytery of Northern Waters receive the independent Accountant's Review of the 2020 financial records.

201 Beal Building  
5 North 3rd Avenue West  
Duluth, Minnesota 55802-1614  
218-727-5066 office  
218-529-2373 fax



INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Finance and Budget Committee  
The Presbytery of Northern Waters  
Superior, Wisconsin

We have reviewed the accompanying financial statements of The Presbytery of Northern Waters, a nonprofit corporation, which comprise the statements of financial position as of December 31, 2020 and 2019, and the related statements of activities and cash flows, for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Presbytery management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

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

Accountant's Responsibility

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

Supplementary Information

The supplementary information included in Schedule A, B and C are presented for purposes of additional analysis and are not a required part of the basic financial statements. The information is the representation of management. The supplementary information was subject to our review procedures.

Accountant's Conclusion

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

*Anderson, Kuiti, & Aunne PLLC*

Certified Public Accountants

Duluth, Minnesota

June 18, 2021

THE PRESBYTERY OF NORTHERN WATERS  
SUPERIOR, WISCONSIN  
STATEMENTS OF FINANCIAL POSITION  
DECEMBER 31, 2020 AND 2019

ASSETS

<u>CURRENT ASSETS</u>	<u>2020</u>	<u>2019</u>
Cash	\$ 120,073	\$ 132,516
Accounts Receivable	6,558	-0-
Loan Receivable-Hope Community Church (See Note 2)	-0-	4,167
Investments	449,652	401,867
Total Current Assets	<u>\$ 576,283</u>	<u>\$ 538,550</u>
<u>PROPERTY AND EQUIPMENT</u>		
Office Equipment and Leasehold Improvements	\$ 106,936	\$ 106,936
Less Accumulated Depreciation	(86,827)	(81,943)
Net Book Value	<u>\$ 20,109</u>	<u>\$ 24,993</u>
<u>NON CURRENT ASSETS</u>		
Investments	<u>\$ 153,850</u>	<u>\$ 151,470</u>
Total Assets	<u>\$ 750,242</u>	<u>\$ 715,013</u>

LIABILITIES AND NET ASSETS

<u>CURRENT LIABILITIES</u>		
Deferred Revenues-Per Capita Payments	\$ -0-	\$ 833
General Assembly Unified Mission Fund Payable	2,522	2,736
General Assembly Designated Mission Fund Payable	677	1,558
Christmas Joy Offering Fund Payable	1,380	4,078
One Great Hour of Sharing Fund Payable	220	1,677
Peace & Global Witness Offer Fund Payable	609	1,140
Pentecost Offering Fund Payable	-0-	6
Theological Education Fund Payable	200	100
Synod Unified Mission Fund Payable	896	848
Total Current Liabilities	<u>\$ 6,504</u>	<u>\$ 12,976</u>
<u>NET ASSETS</u>		
Net Assets Without Donor Restrictions	<u>\$ 743,738</u>	<u>\$ 702,037</u>
Total Liabilities and Net Assets	<u>\$ 750,242</u>	<u>\$ 715,013</u>

See Independent Accountant's Review Report and Accompanying Notes

THE PRESBYTERY OF NORTHERN WATERS  
SUPERIOR, WISCONSIN  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

<u>SUPPORT AND REVENUE</u>	<u>2020</u>	<u>2019</u>
Per Capita	\$109,532	\$127,328
Presbytery Support	10,000	14,762
Mission Income	100,898	41,244
Other Income	1,450	323
Interest and Investment Income (Loss)	54,144	60,559
Total Support and Revenue	<u>\$276,024</u>	<u>\$244,216</u>
<u>EXPENSES</u>		
Program Services		
Mission	\$ 36,888	\$ 25,577
Local Church Support	91,750	101,239
Net Disbursements of Board Designated Funds	32,995	13,906
General and Administrative Expense	72,690	79,137
Total Expenses	<u>\$234,323</u>	<u>\$219,859</u>
<u>CHANGE IN NET ASSETS FOR THE YEAR</u>	\$ 41,701	\$ 24,357
<u>TOTAL NET ASSETS, BEGINNING OF YEAR</u>	<u>702,037</u>	<u>677,680</u>
<u>TOTAL NET ASSETS, END OF YEAR</u>	<u>\$743,738</u>	<u>\$702,037</u>

See Independent Accountant's Review Report and Accompanying Notes



Presbytery of Northern Waters  
Statement of Activities  
For the Eight Months Ending August 31, 2021

	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Budget</u> <u>to Date</u>	<u>Annual</u> <u>Budget</u>	<u>Budget</u> <u>Remain</u>	<u>Last</u> <u>Year to</u> <u>Date</u>
<b><u>INCOME</u></b>						
4001 Per Capita Apportionm	\$ 16,889.48	78,296.37	\$ 77,940	116,910	(38,614)	65,563
4002 Prior Year Per Capita	28.00	4,262.74	0	0	4,263	0
4050 CPS Staff Support	833.34	6,666.72	6,667	10,000	(3,333)	6,667
4101 Presbytery Mission Inc	2,095.00	25,868.40	30,000	45,000	(19,132)	26,088
4305 From Camp Galilee Fu	0.00	0.00	2,000	3,000	(3,000)	0
4401 Interest-Operating Fun	2.33	22.52	500	750	(727)	25
4402 Interest/Mission Fund	0.00	10,249.07	5,667	8,500	1,749	291
4410 Miscellaneous Revenue	0.00	27.67	133	200	(172)	17
Total Income	19,848.15	125,393.49	122,907	184,360	(58,967)	98,651
<b><u>OPERATING EXPENSES</u></b>						
Resource Person						
5010 Genl Presbyter Salary	2,063.08	17,536.18	16,505	24,757	7,221	16,505
5015 Genl Presbyter SECA/F	157.83	1,341.50	1,263	1,894	553	1,263
5020 Genl Presbyter Benefits	0.00	0.00	667	1,000	1,000	0
5050 Genl Presbyter Trav&E	419.08	1,996.07	5,000	7,500	5,504	1,248
Total Resource Person	2,639.99	20,873.75	23,435	35,151	14,277	19,016
Stated Clerk						
5110 Stated Clerk Salary	1,146.26	9,170.08	9,170	13,755	4,585	9,170
5111 Minutes Clerk Salary &	0.00	0.00	0	0	0	716
5115 SC/MC SECA/FICA	87.69	701.52	702	1,052	350	748
5120 Stated Clerk Benefits	0.00	0.00	667	1,000	1,000	1,000
5150 Stated Clerk Travel	0.00	0.00	2,000	3,000	3,000	177
Total Stated Clerk	1,233.95	9,871.60	12,539	18,807	8,935	11,811
Pastoral Care						
5310 Pastoral Care Salary	1,146.26	9,170.08	9,170	13,755	4,585	9,170
5315 Pastoral Care SECA/FI	84.35	674.80	702	1,052	377	678
5320 Pastoral Care Benefits	(43.64)	431.34	667	1,000	569	1,098
5350 Pastoral Care Travel &	0.00	500.00	2,333	3,500	3,000	467
Total Pastoral Care	1,186.97	10,776.22	12,872	19,307	8,531	11,413
Office Manager						
5410 Office Manager Salary	832.00	7,920.00	8,789	13,184	5,264	7,062
5413 Office Mgr Flex Spendi	0.00	670.00	333	500	(170)	0
5415 Office Mgr FICA	63.66	605.88	672	1,009	403	540
5420 Office Mgr Benefits	1,911.45	1,911.45	879	1,318	(593)	0
5450 Office Mgr Trav&Expe	0.00	0.00	200	300	300	0
Total Admin Assistant	2,807.11	11,107.33	10,873	16,311	5,204	7,602
Treasurer						
5210 Bookkeeping	430.60	3,444.80	3,445	5,167	1,722	3,445
5250 Treasurer/Chair F&B T	198.00	198.00	333	500	302	0
5270 Audit Expense	4,400.00	4,400.00	2,800	4,200	(200)	4,000
Total Treasurer	5,028.60	8,042.80	6,578	9,867	1,824	7,445
Insurance						
5510 Workers Compensation	0.00	726.00	667	1,000	274	(289)
5520 Property & Liab Insura	0.00	1,935.00	2,000	3,000	1,065	1,586
Total Insurance	0.00	2,661.00	2,667	4,000	1,339	1,297
Presbytery Office Expenses						
5611 Utilities	142.01	2,149.54	2,333	3,500	1,350	2,879
5612 Building Maintenance	30.00	210.00	333	500	290	1,078
5613 Snow Removal/Lawn C	160.00	860.00	2,000	3,000	2,140	2,764
5615 Office Cleaning	0.00	0.00	67	100	100	0

Presbytery of Northern Waters  
Statement of Activities  
For the Eight Months Ending August 31, 2021

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Budget Remain</u>	<u>Last Year to Date</u>
5620 Office Supplies	49.99	1,039.29	867	1,300	261	835
5630 Postage	17.99	611.72	467	700	88	338
5640 Telephone & ISP	181.06	1,812.11	1,400	2,100	288	1,395
5645 Website	0.00	89.03	333	500	411	180
5650 New Equipment	0.00	0.00	500	750	750	0
5660 Equipment Maintenan	(1.94)	318.75	667	1,000	681	299
5670 Miscelaneous	0.00	0.00	333	500	500	0
5695 Depreciation	0.00	0.00	3,200	4,800	4,800	0
Total Pres Office Expe	579.11	7,090.44	12,500	18,750	11,660	9,768
Presbytery Judicatory						
5710 Presbytery Meeting	0.00	0.00	1,667	2,500	2,500	(42)
5720 Moderator/Commission	0.00	163.99	1,000	1,500	1,336	0
5730 Presbytery Leadership	0.00	0.00	667	1,000	1,000	0
Total Presbytery Judica	0.00	163.99	3,334	5,000	4,836	(42)
Presbytery Committees/Programs						
Total Pres Committees/	0.00	0.00	0	0	0	0
Other Expenses						
5920 Legal Fees	10.00	20.00	0	0	(20)	0
5930 Administrative Commi	0.00	52.81	0	0	(53)	0
Total Other Expenses	10.00	72.81	0	0	(73)	0
Per Capita Apportionment						
5990 GA Per Capita Apporti	2,789.78	22,318.24	22,318	33,477	11,159	23,879
5995 Synod Per Capita Appo	1,708.66	13,669.28	13,669	20,504	6,835	14,674
Total Per Capita Appor	4,498.44	35,987.52	35,987	53,981	17,993	38,553
Total Operating Expens	17,984.17	106,647.46	120,785	181,174	74,527	106,863
<b><u>PROGRAM &amp; MISSION EXPENSES</u></b>						
Committee on Ministry						
6010 Committee on Ministry	0.00	0.00	667	1,000	1,000	153
6050 Ministers & Their Wor	0.00	0.00	167	250	250	0
6060 Sexual Misconduct Res	0.00	0.00	133	200	200	0
6070 Churches & Their Wor	0.00	0.00	67	100	100	0
6080 Care and Nurture	0.00	0.00	1,000	1,500	1,500	523
Total COM	0.00	0.00	2,034	3,050	3,050	676
Committee on Preparation for Ministry						
6130 Preparation for Ministr	0.00	0.00	133	200	200	0
6145 CPM/CRE	0.00	0.00	667	1,000	1,000	0
6147 CRE Luncheons	0.00	0.00	533	800	800	0
Total CPM	0.00	0.00	1,333	2,000	2,000	0
Nominating Committee						
6110 Nominating Committee	0.00	0.00	67	100	100	35
Total Nominating Com	0.00	0.00	67	100	100	35
Programs						
6170 Mission Resale Items	0.00	0.00	133	200	200	(17)
Total Programs	0.00	0.00	133	200	200	(17)
Camping						
6430 Youth Triennium	166.67	1,333.36	1,333	2,000	667	1,333
6440 Camping Scholarships	0.00	8,000.00	5,333	8,000	0	8,000
6450 Clearwater Forest	0.00	8,000.00	5,333	8,000	0	8,000

Presbytery of Northern Waters  
Statement of Activities  
For the Eight Months Ending August 31, 2021

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Budget Remain</u>	<u>Last Year to Date</u>
Total Camping	166.67	17,333.36	11,999	18,000	667	17,333
Program Strategy						
6210 Program Strategy Com	0.00	0.00	67	100	100	0
6220 Program Resources	0.00	0.00	333	500	500	439
6230 Task Forces	0.00	0.00	67	100	100	0
Total Program Strategy	0.00	0.00	467	700	700	439
Structure						
Total Structure	0.00	0.00	0	0	0	0
Council Programs & Committees						
6310 Overtures & Bylaws	0.00	0.00	33	50	50	0
6330 Council Meeting Expen	0.00	0.00	333	500	500	70
6340 Finance & Budget	37.57	37.57	50	75	37	0
6350 Personnel	0.00	0.00	67	100	100	0
6360 PNW Representation	0.00	0.00	67	100	100	0
6380 Commissioner Orientat	0.00	0.00	167	250	250	0
Total Council Program	37.57	37.57	717	1,075	1,037	70
6610 University Campus Mi	0.00	0.00	867	1,300	1,300	1,300
6620 WhiteFish Cemetery M	0.00	0.00	333	500	500	0
Total Program & Missi	204.24	17,370.93	17,950	26,925	9,554	19,836
Total Expenses	18,188.41	124,018.39	138,735	208,099	84,081	126,699
TOTAL OPERATING	\$ 1,659.74	1,375.10	\$ (15,828)	(23,739)	25,114	(28,048)

**2. Action Sought:** That the Presbytery of Northern Waters receive the Statement of Activities financial reports for the eight months ending August 31, 2021.

Presbytery of Northern Waters  
Statement of Financial Position  
August 31, 2021

Acct	Last Year	
	<b>ASSETS</b>	
<b>Current Assets</b>		
1010 Nat'l Bank Commerce-Checking	\$ 34,734.04	23,731.99
1110 Nat'l Bank of Commerce-Savings	59,817.06	79,782.27
1300 Accounts Receivable	8,762.40	0.00
	<hr/>	<hr/>
<b>Total Current Assets</b>	<b>103,313.50</b>	<b>103,514.26</b>
<b>Property and Equipment</b>		
1600 Office Equipment	28,336.88	28,336.88
1615 Remodeling	78,599.15	78,599.15
1650 Accum Depr-Office Equip	(26,767.54)	(25,813.89)
1665 Accum Depr-Remodeling	(60,059.00)	(56,129.00)
	<hr/>	<hr/>
<b>Total Property and Equipment</b>	<b>20,109.49</b>	<b>24,993.14</b>
<b>Other Assets</b>		
1310 Good Faith Loan Receivable	0.00	833.48
1410 Investments-Missions-NCF	161,162.92	132,986.40
1420 Investments-Church Devel NCF	217,701.25	186,632.70
1430 Investments-Mission-PILP	153,935.19	151,470.17
1450 Camp Galilee Fund	78,657.80	82,247.51
	<hr/>	<hr/>
<b>Total Other Assets</b>	<b>611,457.16</b>	<b>554,170.26</b>
	<hr/>	<hr/>
<b>Total Assets</b>	<b>\$ 734,880.15</b>	<b>682,677.66</b>
	<hr/> <hr/>	<hr/> <hr/>

**LIABILITIES**

<b>Current Liabilities</b>		
2000 Prepaid Per Capita/Mission-A/P	\$ 1,800.00	0.00
2001 GA Unified Mission	786.67	746.67
2002 GA Designated Mission	2,236.00	236.00
2004 One Great Hour of Sharing	1,369.24	43.00
2006 Pentecost Offering	143.20	125.00
2007 Theological Education Fund	0.00	1,000.00
2021 Synod Unified Mission	187.50	177.50
	<hr/>	<hr/>
<b>Total Current Liabilities</b>	<b>6,522.61</b>	<b>2,328.17</b>
<b>Long-Term Liabilities</b>		
	<hr/>	<hr/>
<b>Total Long-Term Liabilities</b>	<b>0.00</b>	<b>0.00</b>
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>6,522.61</b>	<b>2,328.17</b>

**FUND BALANCES**

<b>Undesignated Fund Balances</b>		
3000 Undesignated Net Assets	\$ 127,710.51	119,620.85
<b>Designated Fund Balances</b>		
3005 Working Capital Reserve-4 mos	69,533.00	71,816.00
3010 Fixed Asset Reserves	20,109.49	24,993.14
Church Devel/Redevelopment	230,315.82	204,172.96
Leadership Schol/Speakers	26,131.69	26,931.69
COM Care & Nurture	2,377.40	2,000.00
Phillips Church Bldg Grant	0.00	0.00
Seminary Debt Assistance Grants	56,321.40	57,321.40
Office Equip Replacement	0.00	0.00
Legal Fees	1,500.00	1,500.00

Presbytery of Northern Waters  
Statement of Financial Position  
August 31, 2021

Acct		Last Year
Revolving Loans	80,000.00	80,000.00
PNW Peacemaking	8,930.24	7,869.88
Seminarian Scholarships	1,305.71	1,305.71
DE RE Morris Memorial	666.07	286.15
CA Oberg Memorial	878.73	734.41
Camping Scholarships	6,980.91	15,660.91
Restoring Creation Enabler	0.00	0.00
SDOP	1,119.01	1,119.01
Mission Trips	4,684.05	3,851.84
Bicentnl CRE Training	2,431.40	2,431.40
Youth Triennium	4,522.16	2,522.12
Cornelius	0.00	0.00
Camp Galilee	78,657.80	82,247.51
Portugal Travel	618.03	618.03
Argetsinger	2,189.02	1,394.36
	<hr/>	<hr/>
<b>Total Designated Funds</b>	<b>599,271.93</b>	<b>588,776.52</b>
	<hr/>	<hr/>
<b><u>Restricted Fund Balances</u></b>		
Jalmer	0.00	0.00
	<hr/>	<hr/>
<b>Total Fund Balances</b>	<b>726,982.44</b>	<b>708,397.37</b>
	<hr/>	<hr/>
<b>Current Year Operating</b>	<b>1,375.10</b>	<b>(28,047.88)</b>
	<hr/>	<hr/>
<b>Total Net Assets</b>	<b>728,357.54</b>	<b>680,349.49</b>
	<hr/>	<hr/>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 734,880.15</b>	<b>682,677.66</b>
	<hr/> <hr/>	<hr/> <hr/>

**3. Action Sought:** That the Presbytery of Northern Waters receive the Statement of Financial Position as of August 31, 2021.

Presbytery of Northern Waters  
DESIGNATED FUNDS SUMMARY  
Recap of Income and Expenses  
For the Period Ending August 31, 2021

<u>DESIGNATED FUND</u>	<u>Year-to-Date</u>	<u>Acct #</u>	<u>Last YTD</u>
Church Devel/Redevelopment	\$ 226,661.76	3610	203,523.28
Church Devel/Redevelopment-inc	11,654.06	4610	649.68
Church Devel/Redevelopment-exp	(8,000.00)	7610	0.00
	<hr/> 230,315.82		<hr/> 204,172.96
Leadership Scholarship/Speaker	26,131.69	3615	26,931.69
Leadership Schol/Speak-income	0.00	4615	0.00
Leadership Schol/Speak-expense	0.00	7615	0.00
	<hr/> 26,131.69		<hr/> 26,931.69
COM Care & Nurture	3,377.40	3616	3,500.00
COM Care & Nurture Income	0.00	4616	0.00
COM Care & Nurture Expense	(1,000.00)	7616	(1,500.00)
	<hr/> 2,377.40		<hr/> 2,000.00
Phillips Church Bldg Grant	0.00	3620	0.00
Phillips Church Bldg Grant-inc	0.00	4620	0.00
Phillips Church Bldg Grant-exp	0.00	7620	0.00
	<hr/> 0.00		<hr/> 0.00
Seminary Debt AssistanceGrants	57,321.40	3623	59,321.40
Seminary Debt AssistGrants-inc	0.00	4623	0.00
Seminary Debt AssistGrants-exp	(1,000.00)	7623	(2,000.00)
	<hr/> 56,321.40		<hr/> 57,321.40
Reserve-Office Eq Replacement	0.00	3626	0.00
Reserve-Office Eq Replcmnt-inc	0.00	4626	0.00
Reserve-Office Eq Replcmnt-exp	0.00	7626	0.00
	<hr/> 0.00		<hr/> 0.00
Reserve for Legal Fees	1,500.00	3629	1,500.00
Reserve for Legal Fees-income	0.00	4629	0.00
Reserve for Legal Fees-expense	0.00	7629	0.00
	<hr/> 1,500.00		<hr/> 1,500.00
Revolving Loan Funds	80,000.00	3632	80,000.00
Revolving Loan Funds-income	0.00	4632	0.00
Revolving Loan Funds-expense	0.00	7632	0.00
	<hr/> 80,000.00		<hr/> 80,000.00
PNW Peace Projects	8,724.04	3635	10,274.11
PNW Peace Projects-income	206.20	4635	32.50
PNW Peace Projects-expense	0.00	7635	(2,436.73)
	<hr/> 8,930.24		<hr/> 7,869.88
Seminarian Scholarships	1,305.71	3638	1,305.71
Seminarian Scholarships-income	0.00	4638	0.00
Seminarian Scholarships-expens	0.00	7638	0.00
	<hr/> 0.00		<hr/> 0.00

Presbytery of Northern Waters  
 DESIGNATED FUNDS SUMMARY  
 Recap of Income and Expenses  
 For the Period Ending August 31, 2021

	<u>Year-to-Date</u>	<u>Acct #</u>	<u>Last YTD</u>
	1,305.71		1,305.71
DE & RE Morris Memorials	381.57	3641	380.49
DE & RE Morris Memorials-inc	284.50	4641	286.15
DE & RE Morris Memorials-exp	0.00	7641	(380.49)
	666.07		286.15
CA Oberg Memorial Fund	770.65	3644	625.73
CA Oberg Memorial Fund-inc	108.08	4644	108.68
CA Oberg Memorial Fund-exp	0.00	7644	0.00
	878.73		734.41
Camping Scholarships	11,660.91	3647	7,660.91
Camping Scholarships	0.00	4647	8,000.00
Youth Camping-expense	(4,680.00)	7647	0.00
	6,980.91		15,660.91
Restoring Creation Enabler	0.00	3650	0.00
Restoring Creation Enabler-inc	0.00	4650	0.00
Restoring Creation Enabler-exp	0.00	7650	0.00
	0.00		0.00
SDOP Education	1,119.01	3653	1,119.01
SDOP Income	0.00	4653	0.00
SDOP Education-expense	0.00	7653	0.00
	1,119.01		1,119.01
Reserve for Mission Trips	7,851.84	3659	182.78
Reserve for Mission Trips-inc	750.00	4659	3,851.84
Reserve for Mission Trips-exp	(3,917.79)	7659	(182.78)
	4,684.05		3,851.84
Bicentl CRE Training	2,431.40	3662	2,431.40
Bicent CRE Training-income	0.00	4662	0.00
Bicent CRE Traing-expense	0.00	7662	0.00
	2,431.40		2,431.40
Youth Triennium Reserve	3,188.80	3665	1,188.76
Youth Triennium Income	1,333.36	4665	1,333.36
Youth Triennium-expense	0.00	7665	0.00
	4,522.16		2,522.12
Cornelius Fund	0.00	3668	2,000.00
Cornelius Fund-income	0.00	4668	0.00
Cornelius Fund-expense	0.00	7668	(2,000.00)
	0.00		0.00
Camp Galilee	91,831.08	3671	82,247.51
Camp Galilee-income	3,826.72	4671	0.00
Camp Galilee-expense	(17,000.00)	7671	0.00

Presbytery of Northern Waters  
 DESIGNATED FUNDS SUMMARY  
 Recap of Income and Expenses  
 For the Period Ending August 31, 2021

	<u>Year-to-Date</u>	<u>Acct #</u>	<u>Last YTD</u>
	78,657.80		82,247.51
Portugal Travel Fund	618.03	3674	618.03
Portugal Travel Fund-income	0.00	4674	0.00
Portugal Travel Fund-expense	0.00	7674	0.00
	618.03		618.03
Argetsinger	1,593.97	3677	795.84
Argetsinger-income	595.05	4677	598.52
Argetsinger-expense	0.00	7677	0.00
	2,189.02		1,394.36
Permanently Restrict Jalmer	0.00	3800	0.00
Jalmer-income	0.00	4800	0.00
Jalmer-expense	0.00	7800	0.00
	0.00		0.00
Total Designated Funds	\$ 509,629.44		491,967.38

**4. Action Sought:** That the Presbytery of Northern Waters receive the Designated Funds Summary report for the eight months ending August 31, 2021.



Presbytery of Northern Waters  
Budget Worksheet  
For the Seven Months Ending July 31, 2021

	<u>2</u> <u>Years</u> Ago 12 Mo	<u>Last</u> <u>Year</u> 12 Mo	<u>Last</u> <u>Yr</u> Budget	<u>Last</u> <u>YTD 7</u> Months	<u>This Year 7</u> Months	<u>This Year</u> <u>Annual</u> Budget	2022 Budget
<b><u>INCOME</u></b>							
4001 Per Capita Apportionment	124,726	109,532	125,503	58,297	61,407	116,910	113,210
4002 Prior Year Per Capita	2,602	0	0	0	4,235	0	
4050 CPS Staff Support	14,762	10,000	10,000	5,833	5,833	10,000	10,000
4101 Presbytery Mission Income	41,244	48,350	45,000	24,133	23,773	45,000	45,000
4305 From Camp Galilee Fund	3,000	0	3,000	0	0	3,000	3,000
4401 Interest-Operating Fund	67	37	750	21	20	750	750
4402 Interest/Mission Fund	23,077	21,197	8,500	291	10,249	8,500	12,000
4410 Miscellaneous Revenue	323	1,450	200	17	28	200	200
<b>Total Income</b>	<b>209,801</b>	<b>190,566</b>	<b>192,953</b>	<b>88,592</b>	<b>105,545</b>	<b>184,360</b>	<b>184,160</b>
<b><u>OPERATING EXPENSES</u></b>							
Presbytery Resource Person							
5010 Genl Presbyter Salary & Hsg	24,036	24,757	24,757	14,442	15,473	24,757	25,252
5015 Genl Presbyter SECA/FICA	1,839	1,894	1,894	1,105	1,184	1,894	1,932
5020 Genl Presbyter Benefits	2,000	1,000	1,000	0	0	1,000	1,000
5050 Genl Presbyter Trav&Expense	7,667	2,001	7,500	1,114	1,577	7,500	7,500
<b>Total Generale Presbyter</b>	<b>35,542</b>	<b>29,652</b>	<b>35,151</b>	<b>16,661</b>	<b>18,234</b>	<b>35,151</b>	<b>35,684</b>
Stated Clerk							
5110 Stated Clerk Salary	13,354	13,755	13,755	8,024	8,024	13,755	14,030
5111 Minutes Clerk Salary & Mileage	2,165	716	2,040	716	0	0	0
5115 SC/MC SECA/FICA	1,117	1,099	1,208	661	614	1,052	1,073
5120 Stated Clerk Benefits	1,000	1,000	1,000	1,000	0	1,000	1,000
5150 Stated Clerk Travel	2,682	177	3,000	177	0	3,000	3,000
<b>Total Stated Clerk</b>	<b>20,318</b>	<b>16,747</b>	<b>21,003</b>	<b>10,578</b>	<b>8,638</b>	<b>18,807</b>	<b>19,103</b>
Treasurer							
5210 Bookkeeping	5,833	5,915	5,167	3,014	3,014	5,167	5,167
5250 Treasurer/Chair F&B Travel	0	0	500	0	0	500	500
5270 Audit Expense	3,520	4,000	3,700	4,000	0	4,200	4,400
<b>Total Treasurer</b>	<b>9,353</b>	<b>9,915</b>	<b>9,367</b>	<b>7,014</b>	<b>3,014</b>	<b>9,867</b>	<b>10,067</b>
Presbyter for Pastoral Care							
5310 Pastoral Care Salary	13,354	13,755	13,755	8,024	8,024	13,755	14,030
5315 Pastoral Care SECA/FICA	1,022	1,016	1,052	594	590	1,052	1,073
5320 Pastoral Care Benefits	1,007	1,078	1,000	645	475	1,000	1,000
5350 Pastoral Care Travel & Expens	<u>3,410</u>	<u>967</u>	<u>4,000</u>	<u>467</u>	<u>500</u>	<u>3,500</u>	<u>3,500</u>
<b>Total Pastoral Care</b>	<b>18,793</b>	<b>16,816</b>	<b>19,807</b>	<b>9,730</b>	<b>9,589</b>	<b>19,307</b>	<b>19,603</b>
Administrative Assistant							
5410 Office Manager Salary	10,946	11,195	11,700	6,072	7,088	13,184	15,028
5413 Office Mgr Flex Spending	0	95	500	0	670	500	500
5415 Office Mgr FICA	751	856	895	465	542	1,009	1,150
5420 Office Mgr Benefits	0	0	1,170	0	0	1,318	1,503
5450 Office Mgr Trav&Expense	0	0	0	0	0	300	300
<b>Total Administrative Assistant</b>	<b>11,697</b>	<b>12,146</b>	<b>14,265</b>	<b>6,537</b>	<b>8,300</b>	<b>16,311</b>	<b>18,480</b>
Insurance							
5510 Workers Compensation Insurance	734	(289)	1,000	(289)	726	1,000	1,000
5520 Property & Liab Insurance	3,677	3,347	3,000	1,586	1,935	3,000	3,000
<b>Total Insurance</b>	<b>4,411</b>	<b>3,058</b>	<b>4,000</b>	<b>1,297</b>	<b>2,661</b>	<b>4,000</b>	<b>4,000</b>
Presbytery Office Expenses							
5611 Utilities	3,135	4,057	4,000	2,498	2,008	3,500	3,700
5612 Building Maintenance	292	1,228	500	1,048	180	500	500

Presbytery of Northern Waters  
Budget Worksheet  
For the Seven Months Ending July 31, 2021

	<u>2</u> <u>Years</u> Ago 12 Mo	<u>Last</u> <u>Year</u> 12 Mo	<u>Last</u> <u>Yr</u> Budget	<u>Last</u> <u>YTD 7</u> Months	<u>This Year 7</u> Months	<u>This Year</u> <u>Annual</u> Budget	2022 Budget
5613 Snow Removal/Lawn Care	4,783	3,124	3,000	2,169	700	3,000	3,200
5615 Office Cleaning	21	0	200	0	0	100	100
5620 Office Supplies	1,468	1,325	1,300	785	989	1,300	1,300
5630 Postage	889	627	900	208	594	700	700
5640 Telephone & ISP	1,442	2,034	2,000	1,235	1,631	2,100	2,100
5645 Website	247	210	750	180	89	500	250
5650 New Equipment	427	0	750	0	0	750	750
5660 Equipment Maintenance	352	409	1,500	336	321	1,000	1,000
5670 Miscellaneous	137	21	500	0	0	500	300
5695 Depreciation	4,942	4,884	5,000	0	0	4,800	4,800
Total Pres Office Expenses	18,135	17,919	20,400	8,459	6,512	18,750	18,700
Presbytery Judicatory							
5710 Presbytery Meeting	1,094	358	2,500	(42)	0	2,500	2,500
5720 Moderator/Commissions/Misc	913	0	1,500	0	164	1,500	1,500
5730 Presbytery Leadership Expense	897	0	1,000	0	0	1,000	1,000
Total Presbytery Judicatory	2,904	358	5,000	(42)	164	5,000	5,000
Other Expense							
5810 Corporate Board of Directors	26	0	0	0	0	0	0
5920 Legal Fees	0	0	0	0	10	0	0
5930 Administrative Commissions	0	0	0	0	53	0	0
Total Other Expense	26	0	0	0	63	0	0
Per Capita Apportionment							
5990 GA Per Capita Apportionment	36,937	35,818	35,818	20,894	19,528	33,477	32,418
5995 Synod Per Capita Apportionment	22,286	22,011	22,011	12,840	11,961	20,504	19,855
Total Per Capita Apportionment	59,223	57,829	57,829	33,734	31,489	53,981	52,273
<b>Total Operating Expenses</b>	<b>180,402</b>	<b>164,440</b>	<b>186,822</b>	<b>93,968</b>	<b>88,664</b>	<b>181,174</b>	<b>182,911</b>
<b>PROGRAM &amp; MISSION EXPENSES</b>							
Committee on Ministry							
6010 Committee on Ministry	778	153	1,500	153	0	1,000	500
6020 Pastors Welfare Fund	2,500	0	0	0	0	0	0
6050 Ministers & Their Work	0	0	250	0	0	250	0
6060 Sexual Misconduct Response Com	0	0	300	0	0	200	200
6070 Churches & Their Work Committe	0	0	100	0	0	100	0
6080 Care and Nurture	1,000	2,000	2,000	523	0	1,500	1,500
Total COM	4,278	2,153	4,150	676	0	3,050	2,200
Presbytery Committees/Programs							
6110 Nominating Committee	118	35	100	35	0	100	100
6130 Preparation for Ministry	0	0	200	0	0	200	200
6145 CPM/CRE	0	2,500	1,000	0	0	1,000	1,000
6147 CRE Luncheons	0	0	800	0	0	800	500
6170 Mission Resale Items	(181)	172	300	(17)	0	200	200
Total Pres Committees/Programs	(63)	2,707	2,400	18	0	2,300	2,000
Program Strategy							
6210 Program Strategy Committee	0	0	150	0	0	100	100
6220 Program Resources	0	439	500	439	0	500	500
6230 Task Forces	0	0	100	0	0	100	0
6260 International Partnership	0	0	400	0	0	0	0
Total Program Strategy	0	439	1,150	439	0	700	600
Council Programs & Committees							

Presbytery of Northern Waters  
Budget Worksheet  
For the Seven Months Ending July 31, 2021

	<u>2</u> <u>Years</u> Ago 12 Mo	<u>Last</u> <u>Year</u> 12 Mo	<u>Last</u> <u>Yr</u> Budget	<u>Last</u> <u>YTD 7</u> Months	<u>This Year 7</u> Months	<u>This Year</u> <u>Annual</u> Budget	2022 Budget
6310 Overtures & Bylaws	0	0	100	0	0	50	50
6330 Council Meeting Expense	509	70	500	70	0	500	500
6340 Finance & Budget	0	0	75	0	0	75	75
6350 Personnel	53	35	100	0	0	100	100
6360 PNW Representation	0	0	100	0	0	100	100
6380 Commissioner Orientation	0	0	250	0	0	250	250
Total Council	562	105	1,125	70	0	1,075	1,075
Camping							
6430 Youth Triennium	2,000	2,000	2,000	1,167	1,167	2,000	2000
6440 Camping Scholarships	8,000	8,000	8,000	8,000	8,000	8,000	8,000
6450 Clearwater Forest	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Total Camping	18,000	18,000	18,000	17,167	17,167	18,000	18,000
Structure							
6530 Councils of Churches	1,500	0	0	0	0	0	0
Total Structure	1,500	0	0	0	0	0	0
Other							
6610 University Campus Ministry	1,300	1,300	1,300	1,300	0	1,300	1300
6620 WhiteFish Cemetery Maintenance	0	500	500	0	0	500	500
Total Other	1,300	1,800	1,800	1,300	0	1,800	1,800
<b>Total Program &amp; Mission Expenses</b>	<b>25,577</b>	<b>25,204</b>	<b>28,625</b>	<b>19,670</b>	<b>17,167</b>	<b>26,925</b>	<b>25,675</b>
<b>Total Expenses</b>	<b>205,979</b>	<b>189,644</b>	<b>215,447</b>	<b>113,638</b>	<b>105,831</b>	<b>208,099</b>	<b>208,586</b>
<b>TOTAL OPERATING &amp; MISSIO</b>	<b>3,822</b>	<b>922</b>	<b>(22,494)</b>	<b>(25,046)</b>	<b>(286)</b>	<b>(23,739)</b>	<b>(24,427)</b>
<u>Per Capita History</u>	<u>2019</u>		<u>2020</u>		<u>2021</u>	<u>2022</u>	
Membership for per capita	4,127		4,002		3,728	3610	
Percentage change in membership	-10.8%		-3.0%		-6.8%	-3.2%	
GA portion	8.95		8.95		8.98	8.98	
Synod portion	5.40		5.50		5.50	5.50	
Presbytery portion	17.65		17.55		17.52	17.52	
Total Per Capita Apportionment	\$ 32.00		\$ 32.00		\$32.00	\$32.00	
PNW portion of Per Capita	\$ 72,842		\$ 70,235		\$65,315	\$63,247	

**Approved by Council 9/26/2021**

**5. Action Sought:** The the Presbytery of Northern Waters approve the 2022 budget. The Council approved the 2022 Budget prepared by the Finance & Budget Committee on September 26, 2021 and is recommending to the Presbytery.

**Nominating Committee Report**  
**Presbytery Meeting, October 9, Video Conference**  
*Persons to be elected are indicated in BOLD type.*

<b>Presbytery Moderator</b>	<b>James Deters (TE)</b>	<b>Ashland</b>	<b>22</b>
<b>Presbytery Vice-Moderator</b>	<b>James Dunning (RE)</b>	<b>Eau Claire, First</b>	<b>22</b>
Stated Clerk	Brad Carloss (TE)	Honorably Retired	23
<b>Presbytery Council Chair</b>	<b>Dorothy Duquette (TE)</b>	<b>Calumet, Bovey</b>	<b>22</b>
Treasurer	Jay Wilkinson (RE)	Woodbury, Trinity (PTCA)	23

**Presbytery-Committee on Ministry Co-Chairs**

**Robyn Weaver (TE) and  
Lawrence Lee (TE)  
Lon Weaver (TE)**

**Presbytery-Committee on Preparation for Ministry  
Presbytery-Nominating Committee Chair  
Presbytery-Program Strategy Committee Chair  
Council Committee-Finance and Budget Chair  
Council Committee-Overture and Bylaws Chair  
Council Committee-Personnel Co-Chairs**

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**Doug Workman (TE)  
Barry Boyer (TE)  
Mary Voss (RE) and -----**

Committee on Ministry (20-24 members)

<b>Chip Holt (CRE)</b>	<b>Bemidji</b>	<b>24-2</b>
<b>Kathryn Reid Walker (TE)</b>	<b>Eau Clair, First</b>	<b>24-1</b>
<b>Robyn Weaver (TE)</b>	<b>Duluth, Glen Avon</b>	<b>24-1</b>
Pat Luostari (RE)	Superior, Pioneer Parish	23-2
Phil Peterson (RE)	Bayfield	23-2
Corey Larsen (TE)	Ely	23-1
Jim Deters (TE)	Ashland	22-2
Russell Fish (RE)	Ashland	22-2
Cindy Martinson (RE)	Duluth, Pike Lake	22-2
Ken Ribe (TE)	Honorably Retired	22-2
Lawrence Lee (TE)	Bayfield	22-2
John D Gibbs (TE)	Honorably Retired	22-2
Paula Gaboury (TE)	Two Harbors	22-2
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<b>Vacant (7+)</b>		

Sexual Misconduct Response Committee (6 members)

(Nominations for the SMRC are made by COM)

<b>Ann Pellman (RE)</b>	<b>Superior, Pioneer Parish</b>	<b>24-2</b>
<b>Joel Huenemann (TE)</b>	<b>Honorably Retired</b>	<b>24-1</b>
<b>Sue Hendrickson (RE)</b>	<b>Superior, Pioneer Parish</b>	<b>24-1</b>
Jan Letsos (RE)	Superior, United	22-1
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<b>Vacant (2)</b>		

Committee on Preparation for Ministry (6 members)

<b>Sue Goodin (TE)</b>	<b>Honorably Retired</b>	<b>24-2</b>
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<b>Candy Deal (RE)</b>	<b>Calumet</b>	<b>24-1</b>
<b>Beverly Thompson (CRE)</b>	<b>Maplewood Parish</b>	<b>24-1</b>
Leslie Anderson (RE)	Superior, Pioneer Parish	23-2
Lon Weaver (TE)	Duluth, Glen Avon	22-2
<hr/>		
<b>Vacant (1)</b>		

Committee on Preparation for Ministry Ordination Readers (2 members)

<b>Sue Goodin (TE)</b>	<b>Honorably Retired</b>	<b>22-1</b>
<b>Claudia Welty (RE)</b>	<b>Duluth, Glen Avon</b>	<b>22-1</b>
<b>Vacant (0)</b>		

Program Strategy Committee (6-12 members)

<b>Brett Foote (TE)</b>	<b>Superior, United</b>	<b>24-1</b>
<b>Jason Schiller (TE)</b>	<b>Grand Rapids</b>	<b>24-1</b>
Jackie Ranco (RE)	Superior, United	22-2
Claudia Welty (RE)	Duluth, Glen Avon	22-1
Kate Stangl (TE)	Virginia	22-1
Katie Larson (CRE)	Hibbing	22-1
Matthew Arneson (TE)	Phillips	22-1
<b>Vacant (0+)</b>		

Permanent Judicial Commission (9 members)

Jim Dunning (RE)	Eau Claire, First	22
Lorraine Giles (RE)	Calumet	22
Leslie Anderson (RE)	Superior, Pioneer Parish	24
Bob Goodin (TE)	Honorably Retired	24
<hr/>		
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<hr/>		
<b>Vacant (5)</b>		

Finance and Budget (6 members)

<b>Darrel Robertson (TE)</b>	<b>Honorably Retired</b>	<b>24-2</b>
<b>John Belsky (RE)</b>	<b>Superior, Pioneer Parish</b>	<b>24-1</b>
Doug Workman (TE)	Tower	23-1
Duane Aslyn (TE)	Honorably Retired	22-2
Ron Hendrickson (RE)	Superior, Pioneer Parish	22-2
<hr/>		
<b>Vacant (1)</b>		

Overtures and Bylaws (3 members) (+ GA commissioners co-opted)

<b>John D. Gibbs (TE)</b>	<b>Duluth, Chaplain</b>	<b>24-2</b>
Barry Boyer (TE)	Honorably Retired	22-2
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<b>Vacant (1)</b>		

Personnel (6 members)

<b>Mary Voss (RE)</b>	<b>Superior, United</b>	<b>24-1</b>
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Nominating Committee  
October 9, 2021

Doug Workman (TE)	Tower	23-2
Donna Protokowicz (RE)	Pioneer Parish	22-1
_____	_____	_____
_____	_____	_____
<b>Vacant (4)</b>		

Nominating Committee (6 members)

(Nominations for the Nominating Committee are made by Presbytery Council)

<b>Bob Goodin (TE)</b>	<b>Honorably Retired</b>	<b>24-2</b>
Doug Workman (TE)	Tower	22-1
Sue Hendrickson (RE)	Superior, Pioneer Parish	22-2
_____	_____	_____
_____	_____	_____
<b>Vacant (3)</b>		

Self-Development Of People Committee (5 minimum)

<b>Duane Aslyn (TE)</b>	<b>Honorably Retired</b>	<b>24-3</b>
<b>Sharon Johnson (TE)</b>	<b>Honorably Retired</b>	<b>24-3</b>
Salaam Witherspoon	Duluth, CHUM	23-2
Arlin Talley (TE)	Honorably Retired	23-1
Marcia Heyser (RE)	Duluth, Lakeside	23-1
Steven Davis	Duluth, Temple Israel	22-1
Ron Henley (TE)	Honorably Retired	22-2
<b>Vacant (0+)</b>		

Synod of Lakes and Prairies Commissioners

<b>Sue Goodin (TE)</b>	<b>Honorably Retired</b>	<b>24-2</b>
Cathy Hecht (RE)	Superior, United	22-2

Presbyterian Clearwater Forest Board

Paul Rigstad (RE)	Duluth, Westminster	22-1
Robyn Weaver (TE)	Duluth, Glen Avon	23-2

Seafarers

Bob Goodin (TE)	Honorably Retired	22-2
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Wisconsin Council of Churches

James Deters (TE)	Ashland	23-3
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Minnesota Council of Churches

_____	_____	_____
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General Assembly Commissioners

_____	_____	_____
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- 1. Actions Sought:** Election of officers.
- 2. Actions Sought:** Election of committee members.

**Service of Worship**  
Saturday, October 9, 2021

**Call to Worship:**

**Psalm 34:1, 3, 17–18**

One: We will bless the Lord at all times.

**All: Praise will continually be in our mouths.**

One: O magnify the Lord with me and let us exalt God's name together.

**All: When the righteous cry for help,  
the Lord hears and rescues them from their troubles.**

One: The Lord is near to the brokenhearted.

**All: We offer up our cries and praise together!**

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**Special Music**

**Call to Confession**

Once, daunted by the challenges of faithfulness, Jesus's disciples asked urgently, "Then who can be saved?" Jesus looked at them and said, "For humans it is impossible, but not for God. All things are possible for God." Trusting in God who longs to mend our broken places, let us turn to God in prayer.

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**Unison Prayer of Confession**

**Holy God,**

**Sometimes it hurts too much to look honestly at the world and ourselves. we grow tired of the constant bad news, so we put on a brave face and gloss over the ache of violence, sickness, disaster, and human callousness that plagues our globe. With those we are closest to, we sometimes pretend that we feel okay, that we are not worried, that we have a plan. We even lie to ourselves, not fully admitting the impact of our actions on one another or ourselves.**

**Forgive us, O God, when we try to hide our hearts from you. Fuel our trust that we might approach you with our full selves— authentic in our gifts, and our fears, and our shortcomings. Give us the courage to walk together through the trials of life, rather than soldiering on alone. And help us to sense your faithful presence through the days when there feels like more shadow than sun.**

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**Silent Prayers of Confession**

**Assurance of Pardon**

(from Psalm 103:8, 11-12)

The Lord is compassionate and merciful, very patient, and full of faithful love. As high as heaven is above the earth, that's how large God's faithful love is for God's children. As far as east is from west—that's how far God has removed our sin from us. In Jesus Christ, we are all forgiven.

**Prayer for Illumination**

Almighty God, in you are hidden all the treasures of wisdom and knowledge. Open our eyes that we

may see the wonders of your Word; and give us grace that we may clearly understand and freely choose the way of your wisdom; through Christ our Lord. Amen.

## Scripture

Psalm 100

Make a joyful noise to the Lord, all the earth.

Worship the Lord with gladness; come into his presence with singing.

Know that the Lord is God. It is he that made us, and we are his;

we are his people, and the sheep of his pasture.

Enter his gates with thanksgiving, and his courts with praise. Give thanks to him, bless his name.

For the Lord is good; his steadfast love endures forever, and his faithfulness to all generations.

Colossians 3:12-17

As God's chosen ones, holy and beloved, clothe yourselves with compassion, kindness, humility, meekness, and patience. Bear with one another and, if anyone has a complaint against another, forgive each other; just as the Lord has forgiven you, so you also must forgive. Above all, clothe yourselves with love, which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts, to which indeed you were called in the one body. And be thankful. Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.

Sermon

Special Music

## **INSTALLATION OF MODERATOR & VICE MODERATOR – Jim Deters and Jim Dunning**

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

**All: There is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus. (Gal 3:27-28)**

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

**All: There is one body and one Spirit, just as we were called to the one hope of our calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all. (Eph 4:1-6)**

**Psalm 133 How very good and pleasant it is when kindred live together in unity! It is like the precious oil on the head, running down upon the beard, on the beard of Aaron, running down over the collar of his robes. It is like the dew of Hermon, which falls on the mountains of Zion. For there the Lord ordained his blessing, life forevermore.**

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



God intends for all humankind.

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

Moderator: The call of Christ is to willing, dedicated discipleship. Our discipleship is a manifestation of the new life we enter through baptism. Discipleship is both a gift and a commitment, an offering and a responsibility. This evening we install Jim Deters to serve as Moderator of the Presbytery of Northern Waters and Jim Dunning to serve as Vice-Moderator. Jim and Jim, the grace bestowed on you in baptism is sufficient for your calling because it is God's grace. By God's grace we are saved and enabled to grow in the faith and to commit our lives in ways that serve Christ. God has called you to particular service. Show your purpose by answering these questions. Who is your Lord and Savior?

**Response: Jesus Christ is my Lord and Savior.**

Moderator: Will you be Christ's faithful disciple, obeying his Word and showing his love?

**Response: I will, with God's help.**

Moderator: Do you welcome the responsibility of this service because you are determined to follow the Lord Jesus, to love neighbors, and to work for the reconciling of the world?

**Response: I do.**

Moderator: Will you serve the people with energy, intelligence, imagination and love, relying on God's mercy and rejoicing in the power of the Holy Spirit?

**Response: I will, with God's help.**

Moderator: Do we, members of the Presbytery of Northern Waters, confirm the call of God to our brothers Jim Deters and Jim Dunning as Moderator and Jim as Vice-Moderator of our Presbytery, chosen by God through the voice of the Presbytery, to guide us in the way of Jesus Christ?

**All: We do.**

Moderator: Do we promise to support and encourage them as they seek to fulfill their responsibilities in this ministry?

**All: We do.**

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

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

Moderator: Jim Deters and Jim Dunning, you are installed to service as Moderator and Vice-Moderator of the Presbytery of Northern Waters. Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God through him. May the God of Peace make you holy in every way, and keep your whole being, spirit, soul and body, free from every fault at the coming of our Lord Jesus Christ.

**All: Amen.**

#### THE OFFERING

#### PRAYER OF DEDICATION

Gracious God, all that we have is yours. Accept these gifts — signs of our gratitude — as we return them to you. Show us how to use them that they may point to your abiding love, which is our eternal hope. Amen.

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Benediction

Figure 3:



Synod  
of Lakes &  
Prairies

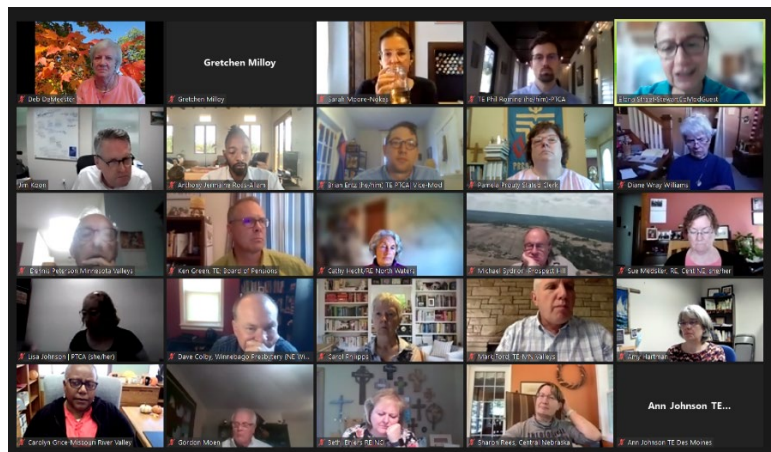
# Synod Meeting Summary

## October 3-4, 2021

The Synod of Lakes and Prairies met via Zoom. Opening Worship led by Rev. Deb DeMeester, Director of Leadership Development and Rev. Pamela Prouty, Stated Clerk used resources from the [Peace and Global Witness Special offering](#) including a video sermon from candidate under care of the Presbytery of Des Moines, Hannah Lundberg. Communion was observed for World Communion Sunday.

Deb DeMeester led the educational time on "Congregational Vitality: the quest for pastoral leaders."

Monday morning started with Fellowship groups talking about take-aways from the presentation the previous night as well as talking about the future structure of Synod meetings.



During the business meeting reports from Synod committees and Synod staff were heard. Highlights from the reports:

**Communication Committee:**

The new [synod website](#) and brand were launched in May 2021. The committee is publishing a monthly e-newsletter, [Keeping in Touch](#). Future plans include efforts on furthering the mission and vision of Matthew 25, continuing to develop the website and enhance the online presence of the Synod, and preparing an annual report

**Personnel Committee:**

Working to have a Spring 2022 Zoom or in person Personnel Committee Training Workshop or multiple events to give guidance to Presbytery Personnel Committees. INPUT NEEDED: Please contact [Gretchen Milloy](#) with requests for information that your Presbytery Personnel Committee would benefit from receiving. Gretchen will forward your information to the committee chair.

**Strategic Service & Witness Committee (SSW):**

Brought a recommendation to approve the revised Bylaws and Articles of Incorporation of Clearwater Forest, Inc.

**Self-Development of People (SDOP):**

This year, the committee heard from a variety of community groups. Three proposals rose to be viable, and the committee has reviewed their requests and completed site visits with them, using zoom. We are recommending funding for the three and declining the others because they do not meet the eligibility requirements. We will award grants at amounts less than requested but still significant enough to meet their goals. This is determined by the amount we have available to us, and the number of projects received and approved. The three groups are all from the Fargo area and while each is distinct and has submitted a unique plan of action, they share similar goals around employment opportunities and food insecurity for the families in their communities.

**Committee on Racial Ethnic Ministries (CREM):**

Approved a request for the Synod to be a sponsor of the 2021 Facilitating Racial Equity. Last year several of our CREM scholarship recipients attended. More information at: <https://overcomingracism.org/programs/conference/> and <https://overcomingracism.org/about-frec/mission-and-goals/>

Approved a request for the Synod to support the racial justice programs of the MN Council of Churches. We have committed to this partnership for several years to accomplish work the Synod cannot do alone. More information: <http://www.mnchurches.org/what-we-do/healing-minnesota-stories> and <http://www.mnchurches.org/what-we-do/truth-and-reparations>

The committee extend the Racial Ethnic Student Scholarship deadline to October 8, 2021.

### **Transforming Communities: Vital Leaders Committee (TCVL):**

Conducted a review of work accomplished in the five-year Strategic Priorities.

The committee is establishing priorities for 2022.

Approved mentor coaching scholarships for this fall.

### **Finance Committee:**

Approved the signing of a Mortgage Subordination Agreement on the Synod's loan to the Presbytery of the Twin Cities Area.

### **Presbyterian Women:**

Native American Concerns Committee members attended the Dakota Presbytery meeting.

Our two book groups are still meeting by Zoom. One group reads and discusses books by and about Native Americans and the other group reads and discusses books about justice and peace topics. Anyone is welcome to join these groups.

Our Synod Gathering planning committee is hard at work planning our triennial gathering. It will be held next June in Sioux City, IA.

One of our synod officers, Kathleen Keefer, was just elected Vice-Moderator of PW, Inc., our national organization.

### **Stated Clerk's Report:**

Reported the Presbytery 2021 Annual Statistics

### **Treasurer's Report**

The Synod is projecting an operating surplus of approximately \$79,000 for 2021 (excluding investment portfolio gains to-date of approximately \$420,000). We are projecting to return an estimated \$1.00 in program and financial and missional support for every dollar that we project to receive from presbyteries and churches within the Synod.

### **Director of Leadership Development:**

provided an oral report

### **Synod Executive's Report:**

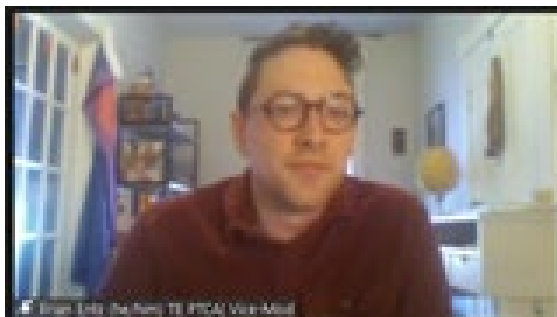
Highlighted a few ways we strengthen relationships and provided an update on how we've done that since our last meeting in May:

- Staff still meet monthly by zoom, whether working at the office or away from it.
- Some staff are working in the office and others are working remotely. We are following agreed upon safety measures suggested by the Centers for Disease Control and the Minnesota Department of Health in light of COVID-19 and the rising spread of the Delta variant.

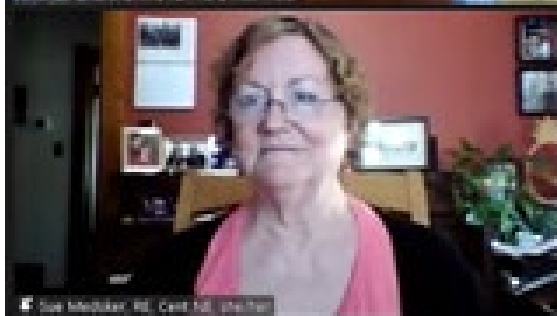
- Presbytery Leaders, as Presbyter Forum, meet monthly by zoom with surprising high attendance even over the summer months.
- There is transition going on in a couple of our presbyteries right and we anticipate a few more in the next year. I am working with the presbytery search processes to fill those vacancies.
- Glad to hear some amazing Matt 25 initiatives to dismantle structural racism and poverty while building vital churches. Shout out to Milwaukee Presbytery for their imaginative and aggressive commitment to reduce poverty and structural racism.
- Presbytery staff, stated clerks, and leaders are significantly engaged with synod staff, commissioners and partners for mutual advice, support and input on our shared ministries.
- As Co moderators, Gregory Bentley has been part of the revisioning of the PMA [look for PCUSA news to come] and I am working with COGA making plans right now for the 225th GA as a hybrid meeting.
- I'll be participating this weekend in the installation of the new president of Macalester College, Dr Suzanne Rivera.

**Election of 2022 Synod Moderator and Vice-Moderator**

Rev. Brian Entz, Presbytery of Twin Cities Area commissioner was elected as the 2022 Synod Moderator. He presently serves the Presbyterian Church in Buffalo, MN. Ruling Elder Sue Medsker, Presbytery of Central Nebraska was elected as the 2022 Synod Vice-Moderator. She is a member of the Presbyterian Church in Hastings and has served as the moderator of the Synod Presbyterian Women. Congratulations to both!



Brian Entz, Moderator



Sue Medsker, Vice Moderator

## Installation

- Call to Discipleship
  - Questions of Brian Entz and Sue Medsker
  - Questions of the Synod
    - Do you, the members of the Synod of Lakes and Prairies confirm the call of God to Brian as Synod Moderator, to Sue as Synod Vice-Moderator in the service of Jesus Christ. If so, please respond by saying We do.
    - Synod: We do
    - Will you support and encourage them in this ministry? If so, please respond by saying "we do."
    - Synod: We do
- Prayer & Declaration of Installation



## Recognizing Commissioners

### COMPLETING 2 TERMS

- Ted Coppock, Des Moines
- Joan Berglund, Homestead
- Beth Ehlers, North Central Iowa
- Jerry Lutkemeier, South Dakota

### COMPLETING 1 TERM

- Jim Bonewald, East Iowa
- Mark Ford, Minnesota Valleys
- Carolyn Grice, Missouri River Valley
- Sue Goodin, Northern Waters
- Michael Sydnor, Prospect Hill
- Bob Rice, Winnebago





### **Report from the Restorative Actions Task Force**

The Restorative Actions Task Force gave a [presentation on their work](#). More information can be found on the website at [Restorative Actions](#). Coming soon: "A Time to Repair." A curriculum for individuals seeking to discern the theological questions around Reparations to Afro-Americans. [Watch the introduction video](#).

Break-out groups discussed ideas for engaging presbyteries, churches, and ecumenical groups in support of restorative activities. The members of this task force include Gregory Bentley, Milissa Carter, Molly Casteel, Jim Koon, Sarah Moore-Nokes, Philip Romine, Jermaine Ross-Allam and Elona Street-Stewart.

### **Proposed 2022 Budget**

The Synod passed a 2022 proposed budget which allowed for an operating deficit of \$20,841. The budgeted deficit falls beneath the \$42,000 deficit allowed for in the 2021 budget and falls within our guideline tolerance of 2% of the undesignated investment portfolio.

The Synod is scheduled to meet for their annual and stated meeting on May 1-3, 2022. The Steering Committee will be meeting on October 25 to discuss possible changes to our meeting schedule for 2022.

The Synod acknowledged the service of outgoing moderator, Rev. Janice Palmer, Presbytery of South Dakota, and the service of commissioners concluding their terms:

Joan Berglund, RE, Homestead

Jim Bonewald, TE, East Iowa

Ted Coppock, RE, Des Moines

Beth Ehlers, RE, North Central Iowa

Jerry Lutkemeier, RE, South Dakota

If you are not receiving the Synod newsletter, Keeping in Touch, [click here to sign up](#).

Be sure to visit our website at: [www.lakesandprairies.org](http://www.lakesandprairies.org).