



**853nd STATED MEETING
OF NEW CASTLE PRESBYTERY**
Meeting on-line via Zoom Internet Conference System
Saturday November 14, 2020

Meeting begins at 10:00 AM
Online check-in available from at 9:30 AM

DOCKET

9:30 AM REGISTRATION AND MEETING SIGN IN BEGINS

You are welcome to sign onto Zoom at any time after 9:15 to become familiar with the system and chat with your friends from Presbytery. (Instructions for joining the Zoom call and for signing in to the meeting will be sent to you following your registration for the meeting. Instructions for registration will be posted on the Presbytery web site and shared prior to the meeting.)

9:45 AM COMMISSIONERS ORIENTATION *The Rev. Neta Pringle, Moderator Elect*

The “New Commissioner Orientation Booklet” is available for download on the Presbytery Meeting web page. The Committee on Coordination highly recommends that all new Commissioners download and review this material. Please share with new commissioners from your congregation. More experienced commissioners may also find it useful!

9:55 AM RULES FOR PRESBYTERY ZOOM MEETING *Bob Schminkey*

Please keep yourself “muted” at all times during the meeting, unless you have been recognized by the Moderator.

To be recognized by the Moderator, please raise your “blue hand,” to be found on the “Participants” tab in Zoom.

Rules for the meeting will be posted on the Presbytery web page.

***SPARKED BY GRACE TO TRANSFORM THE
CHURCH FOR THE GOOD OF THE WORLD***

10:00 AM CONVENING THE MEETING *Moderator Charles Collier*

- Opening Prayer
- Declaration of a Quorum
- Welcome First Time Commissioners and Visitors

All are welcome at meetings of New Castle Presbytery, but please remember that only Minister members, Ruling Elder Commissioners, and Ruling Elder's serving as officers of the Presbytery have both "voice" and "vote" at presbytery meetings. The Moderator, Stated Clerk and Meeting Webmaster will recognize people to speak.

10:05 RECOGNITION OF NATIVE LANDS *Rev. Joel Tolbert*

By the action of the 223rd General Assembly (2018), Presbyteries are encouraged to begin their meetings with an acknowledgment of whose land they are meeting as a way to repudiate the Doctrine of Discovery and to confess the denomination's complicity.

10:10 AM WORSHIP

Worship will be led by our Moderator Elect, the Rev. Neta Pringle, and our Vice Moderator Elect, Elder Rourke Moore. Former Moderator Julius Jackson and Sharon Moore will also participate.

The Offering for our service will be dedicated to the **Christmas Joy Offering**, one of the four Special Offerings of the PCUSA. By giving to the Christmas Joy Offering, you honor God's gift of Jesus Christ by providing assistance to current and retired church workers in their time of need and developing our future leaders at Presbyterian-related schools and colleges equipping communities of color. To contribute, please go to:

<https://newcastlepresbytery.breezechms.com/form/7960b2>

10:40 AM RECONVENE MEETING *Moderator Charlie Collier*

**10:45 AM CONSENT AGENDA *Bob Schminkey
Co-Interim Connectional Presbyter/ Stated Clerk***

NOTE: Items for the Consent Agenda are collected and MOVED by the Stated Clerk to expedite routine business that usually does not require discussion and debate. All of these items will be included in one omnibus motion for a single vote unless there is a request to lift one or more out for separate action during the meeting. If you have questions or would like information about any item on the Consent Agenda, please contact the Stated Clerk prior to the meeting, or at the meeting request that item be lifted out for separate consideration.

A special pre-Presbytery conversation time has been scheduled for Monday Nov. 9 at 3 PM. If you have questions or concerns, you may bring them to that gathering for clarification.

The Stated Clerk **MOVES** The Consent Agenda

- **APPROVAL** of the Minutes from the 852nd Meeting of New Castle Presbytery (posted on the NCP web page)
- **APPROVAL** of the Docket for the 853rd Meeting of New Castle Presbytery (this meeting).
- **Special Recognition of Rock and Lower Brandywine** Congregations for 300 years of ministry!

- **Receive** the Report of the Committee on Ministers and Congregations (posted on the NCP web page)
- **Receive** the Committee on Representation Reports for **2020** (posted on NCP web page)
- **Receive the Audit Report for 2020** (posted on NCP web page)

- **Receive** the following report from the Stated Clerk.
 - The Clerk notes that our offerings for the past four meetings are as follows:
 - January meeting – One Great Hour of Sharing \$628.75
 - March retreat – One Great Hour of Sharing \$854.00
 - May meeting via Zoom – Pentecost \$585.00
 - September meeting via Zoom – P&GW \$440.00
 - The Clerk notes that, in addition to those already approved, Session Minutes have now been approved from for First & Central and Georgetown churches.

- **Adopt** as dates for Stated Meetings of New Castle Presbytery for 2021
 - Stated Meeting 854 on Saturday January 16, 2021 at 10 AM
 - Stated Meeting 855 on Saturday March 6, 2021 at 10 AM
 - Stated Meeting 856 on Tuesday May 25, 2021 at 4 PM
 - Stated Meeting 857 on Tuesday September 14, 2021 at 4 PM
 - Stated Meeting 858 on Saturday November 13, 2021 at 10 AM

- **Approval** of the slate of nominations presented by the Committee on Representation and Nominations. (Note that there are vacancies in most committees and the CORN welcomes suggestions.)
 - Committee on Ministers and Congregations
 - Class of 2023 1. Paul Cook, RE, Buckingham (1)
 - Permanent Judicial Commission, Class of 2026
 - 1. Eloise Downing, RE, Hanover
 - 2. Charles Knox, RE, Dover
 - Committee on Preparation for Missional Ministry, Class of 2023
 - 1. Leigh Jefferies, RE, First & Central (1)
 - Sexual Misconduct, Class of 2023
 - 1. Shannon Smythe, MWS, Westminster Rehoboth (1)
 - Trustees and Financial Resources Committee, Class of 2023
 - 1. Charles Knox, RE, Dover (2)

SPARKING MISSION PARTNERSHIPS
AND NEW CHURCH INITIATIVES

- Presentation of the Ignite Discernment Process
- Report on Congregational Partnership Grant Recipients
- Announcement of dates for Congregational Partnership Grants in 2021
- Announcement of Covid19 Technology Grants

BEING GOOD STEWARDS

**11:05 AM TRUSTEES AND FINANCIAL RESOURCES COMMITTEE/
MEETING OF THE CORPORATION OF NEW CASTLE PRESBYTERY –
*Rev. Shannon Hanson***

- Financial Update/Approval of 2021 Budget
The Trustees **MOVE** that we adopt the Budget as presented for 2021.
- **Prayer** of Thanksgiving for the ministry of the Port Penn Congregation

DEVELOPING AND SUPPORTING LEADERS

11:20 AM COMMITTEE ON LEADERSHIP

- Financial Process Report

The Committee on Leadership MOVES that Presbytery:

1. Adopt the position descriptions for Accounting Administrator and Treasurer as presented, and,
2. Proceed to seek candidates and fill those positions in a timely manner, and,
3. Direct the Stated Clerk to draft the required changes for the Presbytery Manual to reflect these new positions, and bring these changes to the next Stated Meeting for approval.

11:35 AM COMMITTEE ON MINISTERS AND CONGREGATIONS *Rev. Brad Martin*

Commissioning of Ruling Elders

The COMC MOVES that New Castle Presbytery renew the commissions for service as noted for the following Commissioned Ruling Elders:

Commissioned to “limited pastoral service in the presbytery”

- Mark Douyard
- Rourke Moore
- Dave Norton

Commissioned to “particular pastoral service for a congregation” –

- Tim Arnold – Hanover
- Mawuna Gardesey – Olivet
- Anne Gunn – Perryville
- Ginny Jones – Church of the Covenant & Edge for Tomorrow Ministry
- Pam Ruarke – Faith Chapel
- Rich Watters – Port Deposit & Christiana

A brief Service of Commissioning led by Rev. Dan McKenty will follow.

The COMC MOVES the adoption of a new Exam Policy, and to amend Appendix F of the Presbytery Manual to indicate the new policy.

APPENDIX F (Amended version)

New Castle Presbytery's Policy on Examinations

F.1001 - Examinations of candidates for membership in New Castle Presbytery shall be conducted in a manner that is sensitive to the individual, faithful to Reformed theology, useful as a practice for spiritual formation, that demonstrates a spirit of graciousness toward one another, and, when there is a specific call, seeks to discern the ways that the candidate's gifts and skills are a good match for the congregation. The examination process (as set forth in F-1002 and F-1003 below) shall apply both to Ministers of Word and Sacrament and to Ruling Elders seeking commissioning to a particular pastoral service.

F.1002 - The examination shall take the form of a conversation around the following areas of discussion:

1. Personal faith journey
2. Discernment concerning this particular call (how does the candidate sense God's call to this particular ministry? What gifts/skills seem to match the congregation?, etc.)
3. Personal strengths and growing edges in ministry
4. Compensation/Terms of Call (review of Terms of Call form; what questions need to be addressed or discussions still needed about salary, benefits, etc.)
5. Connecting with Presbytery (what gifts & interests the candidate might share with the presbytery; where might the candidate engage or connect? etc.)
6. General questions of all candidates for membership in NCP:
 - a. Are you able to answer in the affirmative the Constitutional Questions for Ordination, Installation, and Commissioning set forth in W-4.0404?
 - b. Are you willing to affirm/re-affirm your commitment to "be governed by our church's polity and abide by its discipline?" (W-4.0404e)

F.1003 - In the interest of affirming suitability of a candidate for a particular position, the Examinations and Credentials Team of COMC (as defined in F.1004) will verify that the candidate and the pastor nominating committee (PNC) (or other search body involved) have both discussed the particular church's tone, tenor, and theological leanings.

F.1004 - The Examinations and Credentials Team of three (3) to five (5) members shall include persons of theological diversity and persons knowledgeable of the theological position of the church involved. The Examinations and Credentials Team shall include, but not be limited to, COMC members. In the case of a Minister of Word and Sacrament seeking a position within the Presbytery, the team shall conduct the examination prior to announcement of the candidate to the congregation involved and the calling of a congregational meeting at which the Minister of Word and Sacrament is to be a candidate (or calling of a session meeting in the case of an interim pastoral candidate). If the team has concerns as a result of the examination, it will immediately report these concerns to

the PNC (or session) of the church involved and to the COMC. The COMC will then stop the process so that the concerns can be addressed. Any scruple declared by a candidate will be brought before a meeting of the Presbytery for review.

F.1005 - The Presbytery specifically delegates the responsibility to examine and approve pastoral relationships to the COMC. This includes actions to:

1. Examine and Receive Ministers of Word and Sacrament into New Castle Presbytery;
2. Dismiss Ministers of Word and Sacrament to other presbyteries;
3. Dissolve a pastoral relationship (including approval of the dissolution agreement) in cases in which the pastor and congregation concur;
4. Authorize Ministers of Word and Sacrament to labor within the bounds of New Castle Presbytery;
5. Authorize Ministers of Word and Sacrament members to labor outside the bounds of New Castle Presbytery;
6. Approve validated ministries;
7. Approve membership-at-large and inactive membership in the Presbytery

These actions by the COMC shall be reported to the Presbytery at the next stated meeting.

F.1006 - Following examination and approval by the COMC, the Minister of Word and Sacrament will be introduced and welcomed into the Presbytery at the earliest possible Presbytery meeting. The introduction and welcome shall include:

1. The pastor's Statement of Faith and Faith Journey which will be included in the Presbytery Docket Packet
2. The pastor's brief (two minute or less) description of their faith journey and how it has led them to New Castle Presbytery,
3. One question from the Chair of the Committee on Ministers and Congregations, or designee.

F.1007 – Candidates for the ministry who are Certified Ready to Receive a Call and have received a valid call shall go before the full Presbytery to be introduced, examined and approved. The examination on the floor of the Presbytery shall be limited to:

1. An introduction by the COMC and the calling congregation
2. The candidate's brief (two minute or less) presentation of their Statement of Faith and Faith Journey – included in the Docket Packet.
3. An initial question from the Chair of the COMC or their designee.
4. Questions from the floor of the Presbytery regarding the candidate's Statement of Faith and Faith Journey.

The COMC MOVES the adoption of a new Family Leave Policy section of our Employment and Compensation Guidelines:

8. ADDITIONAL PERSONAL LEAVE:

In faithfulness to the charge to “rejoice with those who rejoice, weep with those who weep” (Romans 12:15) and in an effort to model compassionate care for families in various seasons of life, New Castle Presbytery makes provision for its pastors to take parental and family leave as needed. Paid Parental/Family Leave is not intended to be a burden but rather a source of joy as congregations/entities encourage pastors to take time for the good of their families. The individual congregation/entity is responsible for the funding and administration of paid Parental/Family leave; however – in the spirit of the

connectional church - New Castle Presbytery, through the COMC, will seek to assist congregations who find a pastor's leave to be a hardship in whatever ways are necessary to make a full leave available – e.g., pulpit supply, pastoral care, financial support.

a. **Parental Leave:** Every parent, regardless of gender and regardless of means of expanding their families, are entitled to parental leave. Every pastor who works twenty (20) or more hours a week, year-round, is granted twelve (12) weeks of parental leave (consecutive or intermittent); while on leave, the pastor shall receive usual salary and all benefits due under approved terms of call, including dues paid to and benefits provided by the Board of Pensions. Any additional leave must be negotiated by the pastor and Session in consultation with the COMC (e.g., using unpaid leave, accrued paid vacation, or the additional “Family Leave” described in 8.b.). Application for, and extent of leave should be submitted through the Session to the COMC at least three (3) months prior to the arrival of the child, to the extent that it is possible. Upon completion of the parental leave, the pastor will be entitled to return to his/her/their position.

b. **Family Leave:** In life-altering circumstances when an immediate family member (spouse/partner, parent, or child) or other relatives residing in the same household requires care due to illness or disability, or in the event of the death of an immediate family member or other relatives residing in the same household, every pastor who works twenty (20) or more hours a week, year-round, is eligible for leave up to three (3) weeks per year (consecutive or intermittent). While on leave, the pastor shall receive usual salary and all benefits due under approved terms of call, including dues paid to and benefits provided by the Board of Pensions. These arrangements (or any additional leave time or modification) are to be negotiated by the pastor and Session in consultation with COMC. The leave time may be extended by using accrued vacation time. Upon completion of the family leave, the pastor will be entitled to return to his/her/their position.

The COMC would like to welcome to New Castle Presbytery:

- **Rev. Sam Massey** – The new Interim Pastor at First & Central, Wilmington
- **Rev Shannon Smythe** – The new Designated Pastor at Westminster, Rehoboth Beach

The COMC brings two Certified Ready to Receive a Call Candidates for ministry to the Presbytery to be examined for Ordination as Ministers of Word and Sacrament.

- COMC with CPMM brings Certified Ready to Receive a Call Candidate **Debra Trevino** for Ordination Examination. COMC on October 8 validated the specialized ministry of Debra Trevino as Parish Associate with St. Andrews Presbyterian Church and if the way be clear, received Ms. Trevino as a Member of New Castle Presbytery.

MOTION: COMC moves that, if the way be clear, New Castle Presbytery ordain Debra Trevino as a Minister of Word and Sacrament; that she be received as a member of the Presbytery; and that the Moderator appoint an Administrative Commission to ordain her.

- COMC with CPMM brings Certified Ready to Receive a Call Candidate **Matt Waters** for Ordination Examination. COMC on October 8 validated the specialized ministry of Matt Waters as chaplain resident for Christiana Care and, if the way be clear, received Mr. Waters as a Member of New Castle Presbytery.

MOTION: COMC moves that, if the way be clear, New Castle Presbytery ordain Matt Waters as Minister of Word and Sacrament; that he be received as a member of the Presbytery and that the Moderator appoint an Administrative Commission to ordain him.

- Recognition of Minister of Word and Sacrament **Steven Brundage** as Honorably Retired, First Church Newark, retiring December 31, 2020.
- Recognition of Minister of Word and Sacrament **David Lovelace** as Honorably Retired, Lower Brandywine congregation, retiring December 31, 2020
- Recognition of **Rev. Clifford Richards** *Pastor Mawuna Gardesey*
Celebrating 55 years of Ordained Ministry!

ORDER OF THE DAY

12:45 PM

ADJOURN WITH PRAYER

Rev. Neta Pringle

REMINDER: Our offering during worship today is for the Christmas Joy Offering, one of the PCUSA's four "special offerings." By giving to the Christmas Joy Offering, you honor God's gift of Jesus Christ by providing assistance to current and retired church workers in their time of need and developing our future leaders at Presbyterian-related schools and colleges equipping communities of color.

To give, you may send a check made out to New Castle Presbytery to the presbytery office (1102 W. Church Road, Newark DE 19711), OR donate ON-LINE via debit/credit card at <https://newcastlepresbytery.breezechms.com/form/7960b2>.

REQUESTS FOR A PRINTED DOCKET PACKET MAY BE DIRECTED TO:

Donna Scully: (302) 366-0595 or dscully@ncpresbytery.org