

**Presbytery of Plains and Peaks –Stated Meeting  
May 1, 2021  
Virtual**

The Presbytery of Plains and Peaks met on Saturday, May 1, 2021 virtually.

**Opening of the Meeting**

Moderator, Teaching Elder Chris Brown convened the meeting at 9:30 a.m. with prayer. He gave instructions to the commissioners on how to use the Zoom platform as it is different than the webinar that has been used for Presbytery meetings in the past. The moderator then recognized the Native Americans who settled the land now known as Colorado and Nebraska as encouraged by the 223<sup>rd</sup> General Assembly. The moderator also acknowledged that many of the churches in this Presbytery are located in places that once had laws that excluded people of color. He encourages all commissioners to research the history of your own communities and ask who was historically included and who was excluded. Then ask, how does that history shape the present identity of your church and your community?

**Declaration of a Quorum**

It was determined that a quorum was present. The roll, when completed indicated the following (A=absent, all others present):

**Ruling Elder Commissioners**

Alliance	A	LaSalle	A
Berthoud	Doan, Jeremy	Lisco	A
Boulder, St. Andrew	A	Longmont, Central	Edwards, Carol
	A		Smoot, Greg
Boulder, Valmont	A	Longmont, Westview	Loyd, Sara
Bridgeport	A	Loveland, First	Kasprzak, David
Broomfield	Kyle, Pat		Morgan, Jason
Brush	Giauque, Larry	Loveland, Mtn. View	A
Dalton	A		A
Estes Park	Brigham, Randy	Masonville	A
	Yowell, Sue	Milliken	Wakeman, Peggy
Ft. Collins, First	A	Minatare	Hudson, Carolyn
	A	Nederland	A
Ft. Collins, Harmony	Glover, Art		A
Ft. Collins, Westminster	Faulkner, Craig	Pinewood Springs	A
Ft. Morgan	Brown, Chris	Scottsbluff	Koehler, Ann
Goodrich	Parachini, Tracy	Sedgwick	A
Gordon	Walter, Jeanne	Sidney	Farmer, Carl
	A	Sterling	Lechtman, Jomari
Greeley	Lesko, Jessica		A
	Shephard, Jeri	Timnath	Aldrich, Laurene
Kimball	A	Yuma	A
Laporte	A		

**Minister Members**

A Adams, Jan	A Bird, Stephen	A Bunning, Virginia
A Adams, Samuel	A Blair, Mickey	A Carpenter, Wayne
A Adamson, Stan	A Brooks, Jan	A Chang, Joshua
A Barker, David	Brown, Chris	A Christiansen, Peggy
A Benz-Whittington, Bethany	A Bruns, Robert	Cuthbertson, Judy
A Berosek, Jonathan	Buechner, John	A Davis, Chris
A Billington, Ruth	A Bunning, Fred	Dean, Mary Jo

A Dexter, Don	A Kim, Jay	A Short, Andrew
D'Ippolito, Nancy	Kintzel, Vickie	A Smith, Michael
A Dobie, Joanne	Krauss, Laura	Spencer, Sue
A Dolquist, Dan	A LaRocque, Kathleen	Stetson-Warning, Patricia
A Donatucci, Ray	A LeTourneau, Gary	A Strom, Paul
Dooling, Bob	A McKnight, Oakey	Sunderland, Eric
A Fenning, Rich	A McQueen, Bruce	A Thompson, Rich
A Fiet, April	Moore, Joseph	Vandegrift, Keith
Fiet, Jeff	Morgan, Amy	VanderBroek, Lyle
A Fiorino, Jamie	A Mykles, Vicki Fogel	Vanderpol, Jacqueline Decker
Fitzsimmons, Michael	A Nail, Larry	A Vanderveen, Peter
Fox, Andi	Nelson, Corey	A Vincent, James
A Freund, Ernie	A Nickerson, Wayne	A Webb, Jim
Garner, Eric	A Nuss-Warren, Ron	Webber, Matt
A Geckler, Steve	A Park, Gi Hyun	A Webster, Dick
Gorman, Ken	Pass, Denise	Wendlandt, Hansen
A Hargleroad, Bobbi	A Perica, Glenn	A Wiener, Paul
A Hess, John	A Phillips, Tom	A Witherspoon, Brian
A Hofmann, Carl	A Rolston, Holmes	A Witherspoon, Michelle
A Johndreau, Deb	A Roosa, Stephen	Wright, Gus
A Johnke, Frank	Shannon, Denise	A Wrought, Judy
A Johnson, Gary	A Shedd, Jack	

#### Other Voting Members

Culp, Brad	Presbytery Treasurer	A Kintzel, Jay	COM Member
Dickinson, Carolyn	CP – Minatare	A Lewis, Ruth	Highlands Moderator
A Fennell, Lee Ann	Council Member	Patrick, Lydia	Council Member
Foutz, Alan	CP – Kimball	A Ping, Kirk	COM Member
A Fulkerson, Judi	Council Member	A Robertson, Deanna	COM Member
A Gillespie, Bud	CP – Dalton/Lodgepole	Shupe, Maria	Highlands Ex. Director
Gorman, Dee	Council Member	A Tando, Steve	Council Member
Gross, Mike	CP Brush/Ft. Morgan	Waltermire, Pat	Council Member
A Heltenberg, Carol	PW Moderator	Weber, Sue	COM Member
Kenning, Diane	Presbytery Moderator	Wilkinson, Mike	Council Member

#### Others Present

Kenning, Mark                      Acting Stated Clerk

#### Corresponding Members (Presbytery VOTED to seat corresponding members.)

Myers, Rene                      Presbyterian Mission Agency

#### Welcome New Teaching Elders and Ruling Elders

The Moderator, Teaching Elder Chris Brown, welcomed new teaching elder and ruling elders to the Presbytery.

#### Admittance of Late Business

Presbytery VOTED to accept the following reports as late business:

- Committee on Ministry – revised report (informational piece)
- Stated Clerk – revised report (informational piece)

- Nominating Committee – revised report (informational piece)
- Treasurer – revised report (updated information)

### **Approval of the Docket**

Presbytery VOTED to approve the docket as presented.

### **Offering**

Presbytery VOTED that the offering received at this Presbytery meeting go to the Food Bank for Larimer County.

Presbytery was informed that there is now a “Give Now” button on the Presbytery’s website ([www.plainsandpeaks.org](http://www.plainsandpeaks.org)). This button is set up to take the offering at this meeting. Checks may also be made out to the “Presbytery of Plains and Peaks” and mailed to the Presbytery office (7257 W. 4<sup>th</sup> St. Unit 4; Greeley, CO 80634).

### **Moderator’s Announcements**

Teaching Elder Chris Brown informed the Presbytery that he has appointed Teaching Elder Jacqueline Decker Vanderpol to the Nominating Committee, Class of 2023.

### **Worship**

Ruling Elder Mark Kenning opened up the devotion time with the opening sentences from the Saturday Morning Prayer. Ruling Elder Rene Myers read Luke 9:23-25 and gave a short homily. Recorded music “Be Thou My Vision” was recorded by Valmont Community Presbyterian Church in Boulder, Colorado and “Will You Come and Follow Me” was recorded by First Presbyterian Church in Ft. Collins, Colorado. The Presbytery was sent to breakout groups to discuss Matthew 25.

### **Ethics and Boundaries Training**

Teaching Elder Mary Jo Dean informed the Presbytery that there is a Sexual Misconduct Response Team within the Presbytery. Each church will be receiving a poster and a brochure regarding how to deal with a sexual misconduct situation.

### **Stated Clerk’s Report**

Ruling Elder Mark Kenning, Acting Stated Clerk, presented the following items to the Presbytery.

- 1) The Presbytery VOTED to approve the minutes of the February 9, 2021 meeting of the Presbytery of Plains and Peaks.
- 2) The administrative commission to install the Reverend Dan Dolquist at Westview Presbyterian Church in Longmont, Colorado, reported it has completed its task. The Presbytery VOTED to dismiss the commission with an expression of gratitude.
- 3) The joint administrative commission with the Presbytery of Wyoming reported it has completed its task. The Presbytery VOTED to dismiss the commission with an expression of gratitude.

### **Stated Clerk Information:**

- 4) Commissioners, please remember to report back to your session after the Presbytery meeting.
- 5) The statistics were submitted to the General Assembly for 2020 by the churches (Attachment A).

6) Minutes from 30 churches have been reviewed. 14 have no exceptions and 16 have exceptions. If your church is one of the five that have not been reviewed, please get them completed and sent in.

7) *Overture dates for 225th General Assembly (Committee work starting approximately June 20, 2022)*

**120 days** – Amendment to/interpretation of *Book of Order*

**60 days** – Financial implications

Approve at the Feb 5, 2022 Presbytery meeting

In the hands of Stated Clerk NO LATER THAN December 15, 2021 to distribute to session clerks for session discussion prior to the Presbytery meeting.

**45 days** – all other overtures and comments

Approve at the May 2022 Presbytery meeting (if before 5/10/22) otherwise at the February 5, 2022 Presbytery meeting

In the hands of the Stated Clerk NO LATER THAN 3/15/22 (early May Presbytery meeting - if before May 10) or December 15, 2021 (February 5, 2022 Presbytery meeting) to distribute to session clerks for session discussion prior to the Presbytery meeting.

\*A concurrence from another Presbytery is required before the Stated Clerk can post them to the GA website.

\* These same dates and deadlines stand if the Presbytery wishes to *concur* with another Presbytery's overture.

\* There is a process for submission of overtures to OGA which adds a significant amount of time to the process BEFORE overtures are submitted to the Stated Clerk for distribution to Presbytery sessions. Sessions considering offering up an overture need to be aware of the process and take it into consideration as they work. I can provide those guidelines to any session that is interested.

### **Executive Presbyter's Report**

Teaching Elder Denise Pass has been hard at work on continuing education events for the Presbytery. She has secured Susan Beaumont for a two-day workshop in September. She has also set up fourth Tuesday seminars with Teaching Elder Chip Hardwick. This information will be available on the Presbytery's website.

Denise applied and has received a grant for Mental Health education. She has set up two events within the Presbytery. ASIST (Applied Suicide Intervention Skills Training) will be held on October 18 and 19 at First Presbyterian Church in Ft. Collins, Colorado. Mental Health First Aid education events will be held on September 11<sup>th</sup> somewhere along the front range and October 1 somewhere in the Nebraska/Colorado plains area.

Denise will be doing four recorded services this year – April 11 (Sunday after Easter), May 30 (Memorial Day), September 5 (Labor Day), and December 26 (Sunday after Christmas).

Denise is also doing officer training for several congregations. If this is something that would be helpful to your congregation, contact her to get it set up.

### **Highlands Executive Director Report**

Ruling Elder Maria Shupe, Executive Director of Highlands Presbyterian Camp and Retreat Center, presented a written report to the Presbytery (Attachment B). She also informed the Presbytery that the 75<sup>th</sup> anniversary celebration will be held September 11 and 12.

### **Break**

The Presbytery took a ten-minute break.

### **Change in Moderator for the Meeting**

Moderator, Teaching Elder Chris Brown, asked Vice-Moderator, Ruling Elder Lydia Patrick to moderate the Presbytery meeting.

### **Treasurer's Report**

Ruling Elder Brad Culp, Presbytery Treasurer, presented the first quarter of 2021 financial reports to the Presbytery (Attachment C). This report shows that 21.2% of the covenant commitment has been received, 24.1% of additional support has been received, and 21.5% has been expended for the first quarter of 2021.

### **Committee on Preparation for Ministry**

Teaching Elder Patricia Stetson-Warning, Committee on Preparation for Ministry moderator, presented the following items to the Presbytery.

- 1) The committee held their annual consultation with candidate Jessica Kotila, a member of First Presbyterian Church in Ft. Collins, Colorado, and continued her as a candidate ready to receive a call. She is in a chaplain residency program.
- 2) The committee held their annual consultation with candidate Ryan Miller, a member of First Presbyterian Church in Ft. Collins, Colorado, and continued him as a candidate. He is graduating on May 22 from San Francisco/Redlands and will be taking his ordination exams in late April and awaiting results in mid-May.
- 3) Current commissioned pastor learners are: Darren Emerick, Scott Kelley, and Jessica Lesko. Jessica and Darren are nearing the completion of their preparation process, should the way be clear. Scott is just beginning his educational preparation.
- 4) Please keep in mind our covenant agreement with CP learners, inquirers, and candidates to pray for them.

Patricia Stetson-Warning led the Presbytery in a prayer for the CP learners and current candidates under the care of the Committee on Preparation for Ministry.

### **Nominating Committee**

Teaching Elder Michael Fitzsimmons, Nominating Committee moderator, had a written report posted on the Presbytery's website.

- 1) The following committees still have vacancies for 2021. If you or someone you know is interested in serving on a Presbytery committee, please contact the Presbytery office. There is also a form on the website at [www.plainsandpeaks.org](http://www.plainsandpeaks.org) that you can send into the Presbytery office.
  - a) Committee on Representation – congregational member – class of 2023
  - b) Highlands Committee – congregational member or teaching elder – class of 2023
- 2) The Nominating Committee will begin the process of the election of General Assembly commissioners (1 teaching elder, 1 ruling elder, 1 YAAD) this fall to be elected at the October 2021 Presbytery meeting. If you or someone you know would be interested in attending the 2022 General Assembly, contact the Presbytery office. Applications will be sent to churches late summer along with being posted on the website.

**Change in Moderator for the Meeting**

Vice-Moderator, Ruling Elder Lydia Patrick, asked Moderator, Teaching Elder Chris Brown to moderate the Presbytery meeting.

**Council**

Ruling Elder Diane Kenning, Council moderator, presented the following items to the Presbytery.

- 1) Presbytery VOTED to table to discussion and motion of the addition of the duties and responsibilities of the Stated Clerk to the duties and responsibilities of the Executive Presbyter until the August 19<sup>th</sup> Presbytery meeting.
- 2) Presbytery VOTED to amend the 2021 budget to include the remaining figure from the New Ministry COVID grant line (\$16,000.00) as not all churches took advantage of the grant in 2020 and there has been a request for a grant in 2021.

**For Information:**

- 3) Council Subcommittees
  - a) Finance – Bruce Bosley, Brad Culp, Lee Ann Fennel, Diane Kenning (moderator)
  - b) Financial Outlook – Bruce Bosley, Virginia Bunning, Brad Culp, Steve Kukic, Corey Nelson (moderator) Lydia Patrick
  - c) Innovation Team – Mike Gross (moderator)
  - d) Mission – Chris Brown (moderator), Barbara Losche, Amy Morgan, Sue Spencer
  - e) Personnel – Kent Meyer, Lydia Patrick, Pat Waltermire (moderator)
  - f) Presbytery Meetings – Chris Brown (moderator), Diane Kenning, Joseph Moore, Corey Nelson, Lydia Patrick
  - g) Property – Rick Ediger, Deanna Robertson
- 4) Council VOTED to approve the Run River Proposal for Mission and Structure Planning for Highlands. The total cost will be \$8,250 and will come out of one-time monies.
- 5) A church within the Presbytery sent their Peace and Global Witness offering straight to the General Assembly. Council VOTED to have the Presbytery portion of the offering returned to the Presbytery and added to the Peacemaking line item. The total is \$52.50.
- 6) Council VOTED to change the Nebraska registered agent to Lydia Patrick (resides in Scottsbluff, Nebraska).
- 7) The Nominating Committee still has two vacancies – 1 RE class of 2022 and 1 RE class of 2023. If you or someone you know feels called to serve on the Nominating Committee, contact the Presbytery office.
  - a) Currently serving:
    - i) Class of 2021 – RE Pat Waltermire (L), TE Michael Fitzsimmons (PP) (moderator)
    - ii) Class of 2022 – TE Jeff Fiet (PP)
    - iii) Class of 2023 – TE Jacqueline Decker Vanderpol (B)
- 8) Council VOTED to approve the loan refinance for Westview Presbyterian Church in Longmont, Colorado. The purpose is to pay off the balloon payment on their current loan and add money for capital improvements of the needed retaining wall on the east side of the parking lot and parking lot surface maintenance.
  - a) Loan amount – balloon payment + \$60,000.00 (estimated amount is \$160,000)



- d) Gi Hyun Park Ft. Collins, First Korean Presbyterian Church
- e) Keith Vandegrift Missionary in Guatemala
- f) Brian Witherspoon Sterling, Zion Congregational UCC

- 5) Presbytery, in response to a satisfactory review of their annual reports conducted by COM, VOTED to continue the following teaching elder members as members-at-large:
- a) Bethany Benz-Whittington
  - b) Joshua Chang
  - c) Jay Kim
  - d) Joseph Moore
  - e) Vicki Fogel Mykles
  - f) Sue Spencer
  - g) Matt Webber

**Committee on Ministry Information:**

- 6) COM VOTED to renew the part-time (15 hours/week) temporary supply contract between the session of Weldon Valley Presbyterian Church in Goodrich, Colorado, and the Reverend Denise Shannon, beginning January 1, 2021 and expiring December 31, 2021 with the following terms of call:

Effective Salary

Housing, utility, and furnishing allowances	\$15,300.00
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$15,300.00</b>

Accountable Reimbursable Expenses

Car Allowance	Per annual budget
Business Expenses/Professional Expenses	Per annual budget
Continuing Education Allowance	\$1,200.00

Vacation – Four (4) weeks including four (4) Sundays for a total of 28 days

Continuing Education – Two (2) weeks per year cumulative up to six (6) weeks (3 years)

- 7) COM VOTED to renew the part-time (20 hours/week) temporary supply contract between the session of Lisco Presbyterian Church in Lisco, Nebraska, and Ruling Elder Darren Emerick, beginning January 1, 2021 and expiring December 31, 2021 with the following terms of call:

Effective Salary

Annual cash salary (including employee contributions to 403(b)(9) plans, tax-sheltered annuity plans, and salary reduction contributions to FSAs, HRAs, and cafeteria plans)	\$250/week
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$250/week</b>

Accountable Reimbursable Expenses

Car Allowance	Full reimbursement
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Vacation – Four (4) weeks including four (4) Sundays

Continuing Education – Two (2) weeks per year cumulative up to six (6) weeks



- 8) COM VOTED to renew the part-time (12 hours/week) temporary supply contract between the session of Community Presbyterian Church in Sedgwick, Colorado, and the Reverend Larry Nail, beginning February 1, 2021 and expiring January 31, 2022 with the following terms of call:

Effective Salary

Annual cash salary (including employee contributions to 403(b)(9) plans, tax-sheltered annuity plans, and salary reduction contributions to FSAs, HRAs, and cafeteria plans)	\$15,600.00
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$15,600.00</b>

Accountable Reimbursable Expenses

Continuing Education Allowance	\$600.00
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Annual paid vacation of four (4) weeks/twenty-eight (28) days or equivalent for part-time  
Annual paid continuing education of two (2) weeks – cumulative up to six (6) weeks

- 9) COM VOTED to appoint the Reverend Lyle VanderBroek as moderator of the session and approve the part-time (19 hours/week) temporary supply contract between the session of Buckhorn Presbyterian Church in Masonville, Colorado, and the Reverend Lyle VanderBroek, beginning March 1, 2021 and expiring February 28, 2022 with the following terms of call:

Effective Salary

Housing, utility, and furnishing allowances	\$27,000.00
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$27,000.00</b>

Accountable Reimbursable Expenses

Car Allowance	\$1,500.00
Business Expenses/Professional Expenses	\$500.00
Book Allowance	\$500.00
Continuing Education Allowance	\$1,500.00

Vacation – Four (4) weeks including four (4) Sundays  
Continuing Education – Two (2) weeks per year cumulative up to six (6) weeks

- 10) COM VOTED to renew the part-time (20 hours/week) interim pastor contract between the session of Family of Christ Presbyterian Church in Greeley, Colorado, and the Reverend Laura Krauss, beginning April 7, 2021 and expiring September 30, 2021 with the following terms of call:

Effective Salary

Annual cash salary (including employee contributions to 403(b)(9) plans, tax-sheltered annuity plans, and salary reduction contributions to FSAs, HRAs, and cafeteria plans)	\$18,152.00
Employing organization contributions to 403(b)(9) plans, tax-sheltered annuity plans, and equity allowances	\$6,000.00
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$24,152.00</b>

Optional Compensation not included in Effective Salary

SECA Offset under 50%	\$1,800.00
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Accountable Reimbursable Expenses

Car Allowance	\$500.00
Business Expenses/Professional Expenses	\$600.00
Book Allowance	\$100.00
Continuing Education Allowance	\$300.00
Other Accountable Reimbursables (Medial Savings Plan)	\$500.00

Vacation – Two (2) weeks including two (2) Sundays

Continuing Education – One (1) weeks per year cumulative up to six (6) weeks

Pension, medical, disability, and death benefit coverage under the Board of Pensions

- 11) COM VOTED to approve the part-time temporary supply contract between the session of Community Presbyterian Church in Nederland, Colorado, and Commissioned at Large Pastor Jim Reed, beginning April 12, 2021 and ending July 12, 2021 with the following terms of call:

Effective Salary

Annual cash salary (including employee contributions to 403(b)(9) plans, tax-sheltered annuity plans, and salary reduction contributions to FSAs, HRAs, and cafeteria plans)	\$800/month
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$800/month</b>

- 12) COM VOTED to approve the part-time temporary supply contract between the session of First Presbyterian Church in Alliance, Nebraska, and Commissioned Pastor (at-large) Bob Gump, beginning April 4, 2021 and ending October 3, 2021 with the following terms of call:

Effective Salary

Annual cash salary (including employee contributions to 403(b)(9) plans, tax-sheltered annuity plans, and salary reduction contributions to FSAs, HRAs, and cafeteria plans)	\$1,500.00
<b>Total Effective Salary (sum of all above lines).</b>	<b>\$1,500.00</b>

It is agreed that this is a part-time position requiring Bob to preach on the first and third Sunday each month. In addition to preaching Bob has agreed to provide communion to the members residing in assisted care centers and to any shut in's there may be.

- 13) COM VOTED to have the Reverend Denise Pass (Executive Presbyter) communicate to the churches of the Presbytery COM's strong suggestion to give pastors an additional week of vacation this year, including the offer of free virtual worship services provided by the Presbytery so additional pulpit supply funds would not be required to facilitate this.
- 14) COM VOTED to instruct the Reverend Denise Pass (Executive Presbyter) to send out guidance to teaching elders stating to follow the current county guidelines regarding COVID-19, in anticipation of wider vaccine accessibility.
- 15) COM VOTED to remove Charley Blom from temporary rolls effective February 15, 2021.
- 16) COM VOTED to declare Ruling Elder Larry Shores as a commissioned pastor ready to receive a commission.
- 17) The annual review for Commissioned Pastor Carolyn Dickinson has been completed for 2020 and 2021.
- 18) The annual review for Commissioned Pastor at-Large Bob Gump has been completed for 2020 and 2021.

- 19) The annual review for Commissioned Pastor Archie Stevenson (Longmont United Hospital) has been completed for 2021.
- 20) COM VOTED to add Ruling Elder Jason Morgan to the Pulpit Supply List.
- 21) COM VOTED to appoint Ruling Elder Dee Gorman as the moderator of the session of Nederland Community Presbyterian Church in Nederland, Colorado, effective April 8, 2021.
- 22) COM VOTED to update the Ordination/Installation Policy to reflect the change of the offering to being split equally between the Pastoral Support Fund and the Ordinands Fund (Attachment E).
- 23) COM VOTED to accept the dissolution agreement with the Reverend Jan Brooks and the First United Presbyterian Church in Milliken, Colorado, effective April 8, 2021 and to move her to a member-at-large, effective April 9, 2021.
- 24) COM VOTED to accept the dissolution agreement with the Reverend Hansen Wendlandt and Nederland Community Presbyterian Church in Nederland, Colorado, effective April 7, 2021
- 25) COM VOTED to approve the Mission Study for First United Presbyterian Church in Milliken, Colorado and to permit them to call a congregational meeting to elect a Pastor Nominating Committee to begin the search for a pastor.
- 26) COM VOTED to approve the request from the session of Nederland Community Presbyterian Church in Nederland, Colorado, to permit them to call a congregational meeting to elect a Pastor Nominating Committee to begin the transition mission study process.

**Breakout Groups**

The Presbytery split out into breakout groups to discuss prayer concerns.

**Offering Total**

At the end of the Presbytery meeting, the offering total was \$310.00.

**Closing Worship and Adjournment**

Presbytery adjourned at 12:25 p.m. with a prayer led by Teaching Elder Chris Brown. The next stated Presbytery meeting will be held virtually on August 19, 2021.

Attested by: \_\_\_\_\_


Ruling Elder Mark Kenning, Acting Stated Clerk

Date Approved

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**Attachment A**  
**General Assembly Statistics**

2020 Presbytery Statistical Report

<b>Presbytery</b>	<b>Plains And Peaks</b>			
<b>Address</b>	7257 W 4th St #4, Greeley, CO 80634			
<b>Phone</b>	970-352-6496	<b>Fax</b>	970-352-9405	
<b>Email</b>	<a href="mailto:bobbi@plainsandpeaks.org">bobbi@plainsandpeaks.org</a>			
<b>Web Site</b>	<a href="http://www.plainsandpeaks.org">www.plainsandpeaks.org</a>			
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<b>Membership</b>				
Prior Active Members	4283	Adjusted membership	4278	
<b>Gains</b>		<b>Losses</b>		
Certificate	20	Certificate	14	
Youth Professions	2	Deaths	116	
Professions & Reaffirmations	46	Deleted for any Other Reason	92	
<b>Total Gains</b>	68	<b>Total Losses</b>	222	
<b>Total Ending Active Members</b>	4124			
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<b>Baptisms</b>		Average Weekly Worship Attendance	2205	
Presented by Others	18	Female Members	2281	
At Confirmation	0	Friends of the Congregation	978	
All Other	1	Ruling Elders on Session	284	
		Do you have Deacons? Yes / No	28 / 7	
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<b>Age Distribution of Active Members</b>		<b>People with Disabilities</b>		
25 & Under	288	Hearing impairment	336	
26 - 40	409	Sight impairment	118	
41 - 55	471	Mobility impairment	232	
56 - 70	1031	Other impairment	114	
Over 70	1723			
<b>Total Age Distribution</b>	3922			
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<b>Christian Education</b>				
Birth - 3	62	Grade 7	38	
Age 4	53	Grade 8	37	
Kindergarten	49	Grade 9	51	
Grade 1	42	Grade 10	27	
Grade 2	40	Grade 11	30	
Grade 3	49	Grade 12	22	
Grade 4	50	Young Adults	58	
Grade 5	39	Over 25	732	
Grade 6	39	Teachers/Officers	182	
		<b>Total Christian Education</b>	1600	
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<b>Racial Ethnic</b>				
Asian/Pacific Islander/South Asian	23	Native American/Alaska Native/Indigenous	8	
Black/African American/African	7	White	3450	
Middle Eastern/North African	1	Multiracial	22	
Hispanic/Latino-a	29			
		<b>Total Racial Ethnic</b>	3540	
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<b>Financial Data</b>				
Annual Income	8,307,830	Mission Expenses	799,371	
Annual Expenses	7,299,504	Personnel Expenses	4,173,211	
		Facilities Expenses	1,566,318	

**Attachment B**  
**Highlands Executive Director Report**



**Highlands is currently hiring year-round and summer staff in all areas. . . Food Service, Housekeeping, Guest Services and Program.** Summer staff must be at least 18 years old. Many positions have onsite housing and meals as well as salary/hour rate pay. Apply online at <https://www.highlandscamp.org/employment>.

**Mother's Day Family Getaway, May 8-9 . . .**

Spend Saturday afternoon in Estes or Lyon or Rocky Mountain National Park and then join us at Highlands for a fun-filled family getaway. We will offer families a cookout supper at the campfire, family crafts for kids, and an opportunity for mom to try her hand at fused glass. Accommodations provided in the Retreat Center, and you can pick your time for Mother's Day Brunch on Sunday morning. Our brunch menu for mom includes made-to-order omelets and a French toast bar. Register online at [www.highlandscamp.org](http://www.highlandscamp.org).



**Financial Update:**



- Our first Payroll Protection Act Loan has been fully forgiven.
- We are grateful for the support of many congregations and donors who sustain the ministry of Highlands during these times with limited guest use!
- We are seeing frequent reservations of Horse Lodge and Paint Brush through AirBnB and VRBO. These cabins are great places for families to stay in the mountains, and prepare their own meals.
- In mid-April we begin to see the return of guest groups to Highlands. In May, we will begin to restore full-time positions and part-time staff positions as we prepare for summer and see increased guest usage.

**Highlands staff have received our vaccinations.** We are grateful for the excellent system Boulder County Public Health has put in place to provide vaccinations for childcare providers.

**Highlands is a safe place for people to enjoy the outdoors.** Highlands is open for sledding, tubing, snowshoeing and hiking.

**Highlands is a safe place for families and individuals to enjoy time in the mountains. Paintbrush and Horse Lodge cabins are also ideal for family groups!** These cabins have fully equipped kitchens, allowing your family to enjoy meals on your own. The Retreat Center is also available for pastors, individuals and families. We are seeing consistent weekend reservations for these two cabins.

**Summer 2021 Family Camp Programs!** In the summer of 2021, we look forward to welcoming families to spend time outdoors, in the beauty of God's creation at Highlands. Registration for Family Camp is now open. Register online at [www.highlandscamp.org](http://www.highlandscamp.org)! It's going to be fun!

<b>2021 Family Camp Dates</b>			<b>Volunteer Director</b>
1	June 24 -26 (Thurs-Sat)		TBA
2	June 27-29 (Sun-Tues)		Emma Moore
3	July 2-5 (Fri-Mon)		Kevin & Chrissy Starcher & family
4	July 11-13 (Sun-Tues)		Geoff & Annely Nobel & grandkids
5	July 16-18 (Fri-Sun)		Brian & Mariah Leisher & family
6	July 18-21 (Sun-Wed)		Mark & Debbie Hutton & grandkids

**Partnership Day Camp . . . maybe.** We have opened applications for Partnership Day Camp, and we have begun conversations about the required safe practices for this program to be possible. We have received four applications. Our goal is to have one team with up to seven weeks of partnership programs. Being able to hire staff is a key deciding factor. Models will be based small groups of children/youth that do not intermingle. Outside space would be utilized as much as possible. Applications are available online at [www.highlandscamp.org](http://www.highlandscamp.org).

**For Guest Groups,** we look forward to the return of guest groups to Highlands and continue to make reservations and to share the most current public health guidelines. Boulder County anticipates going to level blue on April 16<sup>th</sup> and the level clear this summer. Please call Sue, for the most current information on reservations and guidance.

**Highlands has been working with Run River Enterprises on an evaluation of our Summer Camp program.** Our next steps include conversations with our presbytery partners about how Highlands can support the mission and ministry of each presbytery.

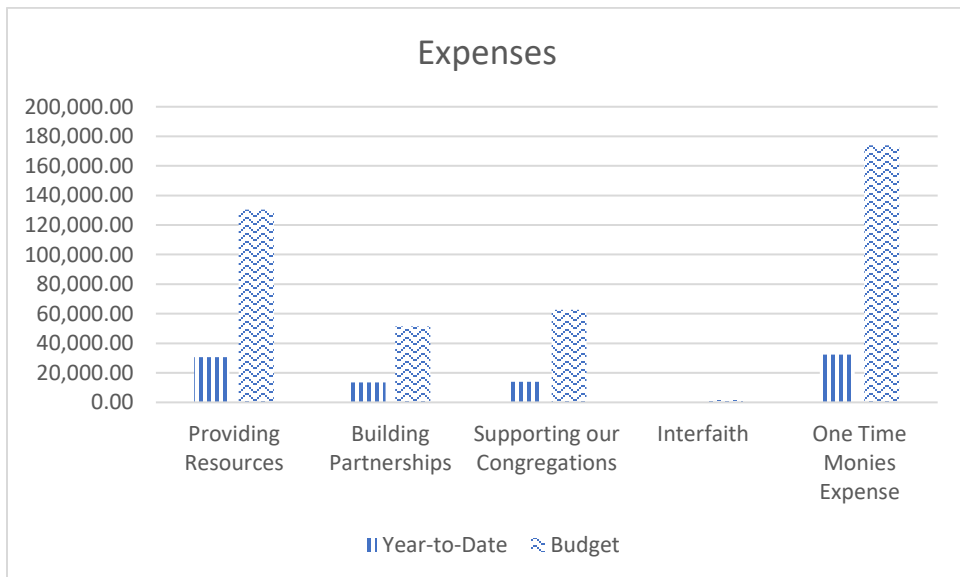
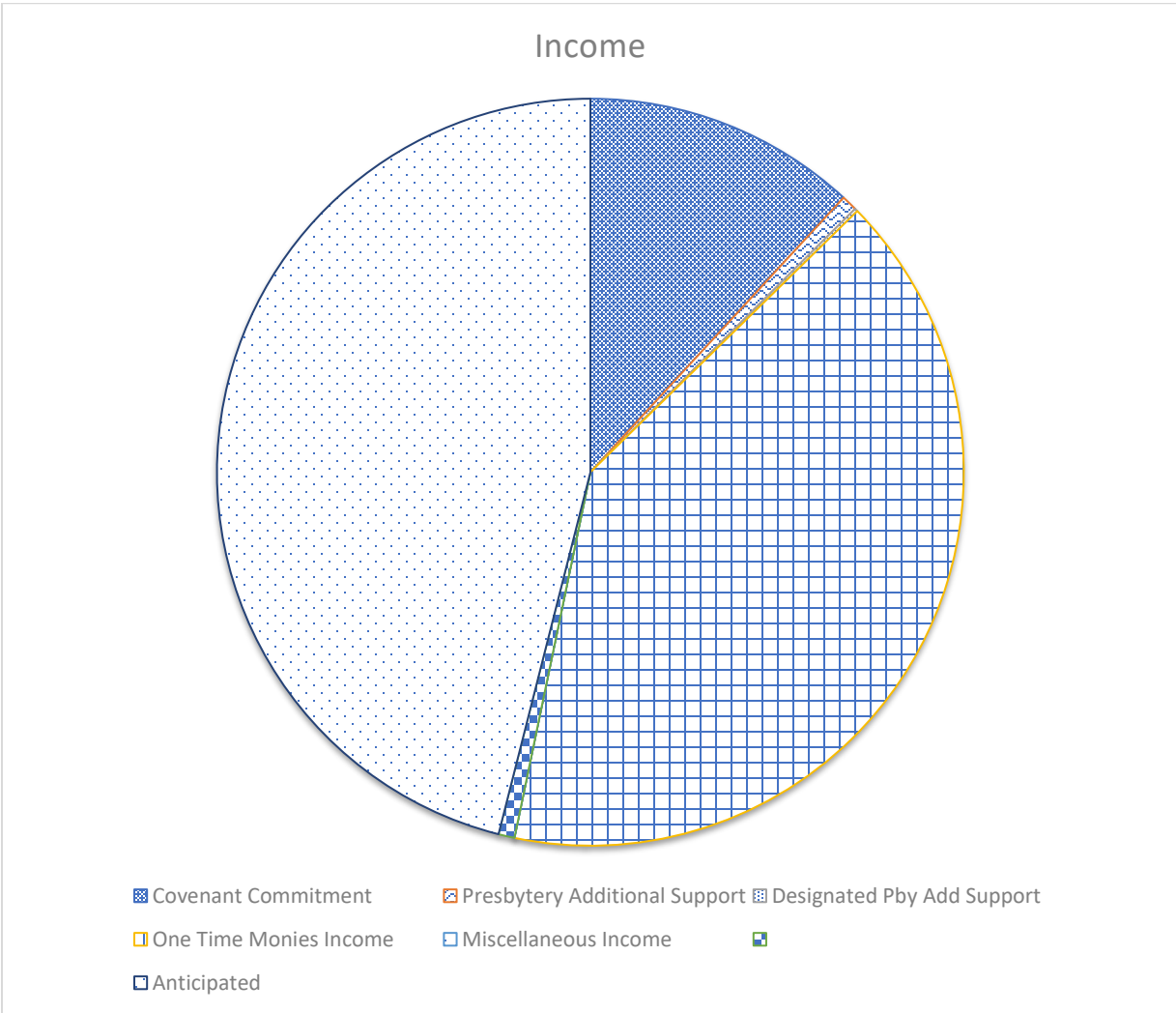
We are grateful to all those who participated in our **Indoor Workday!** Lots of great projects were completed! If you would like to be a part of our **Spring Workday, plan to join us on May 15<sup>th</sup> at 9:00 a.m.** Please email [info@highlandscamp.org](mailto:info@highlandscamp.org). We'll plan lunch . . . and lots of projects!

**Attachment C  
Treasurer's Report**

<b>Statement of Activities - Actual vs Budget</b>					
<b>as of March 31, 2021</b>					
	<b>March</b>	<b>Year-to-Date</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>40000 - INCOME</b>					
40100 - Covenant Commitment	20,589.25	49,996.00	235,565.00	-185,569.00	21.2%
40150 - Presbytery Additional Support	1,622.50	2,891.80	12,000.00	-9,108.20	24.1%
40210 - Synod Per Capita Rebate	0.00	0.00	1,070.75	-1,070.75	0.0%
40200 - Designated Pby Add Support	550.00	550.00			
40250 - One Time Monies Income	0.00	171,112.00	171,112.00	0.00	100.0%
40300 - Miscellaneous Income	4.85	9.26			
40350 - Previous Year Support	0.00	2,933.35			
<b>TOTAL INCOME</b>	<b>22,766.60</b>	<b>227,492.41</b>	<b>419,747.75</b>	<b>-195,747.95</b>	<b>54.2%</b>
<b>60000 - OPERATING EXPENSE</b>					
<b>61000 - PROVIDING RESOURCES</b>					
61100 - Financial Review	0.00	0.00	1,000.00	-1,000.00	0.0%
61150 - Condo Assoc Fees	300.00	900.00	3,000.00	-2,100.00	30.0%
61200 - Equipment and Furniture	0.00	0.00	1,000.00	-1,000.00	0.0%
61250 - Equipment Lease	249.00	763.00	3,600.00	-2,837.00	21.2%
61300 - Insurance - Office	1,493.83	1,493.83	6,500.00	-5,006.17	23.0%
61350 - Insurance - Highlands	14,251.09	14,251.09	58,000.00	-43,748.91	24.6%
61400 - Office Expenses	198.72	883.10	3,200.00	-2,316.90	27.6%
61450 - Postage	0.00	75.59	600.00	-524.41	12.6%
61500 - Repairs & Maintenance	0.00	0.00	500.00	-500.00	0.0%
61550 - Telephone	233.86	700.14	3,600.00	-2,899.86	19.4%
61600 - Utilities	32.03	292.22	1,300.00	-1,007.78	22.5%
<b>TOTAL PROVIDING RESOURCES</b>	<b>16,758.53</b>	<b>19,358.97</b>	<b>82,300.00</b>	<b>-62,941.03</b>	<b>23.5%</b>
<b>62000 - BUILDING PARTNERSHIPS</b>					
62100 - General Assembly Per Capita	3,205.11	9,615.35	38,461.34	-28,845.99	25.0%
62150 - Synod Per Capita	1,284.90	3,854.70	12,849.00	-8,994.30	30.0%
<b>TOTAL BUILDING PARTNERSHIPS</b>	<b>4,490.01</b>	<b>13,470.05</b>	<b>51,310.34</b>	<b>-37,840.29</b>	<b>26.3%</b>
<b>63000 - SUPPORTING OUR CONGREGATIONS</b>					
<b>63100 - Committee Expenses</b>					
63101 - COM	0.00	210.00			
63102 - CPM	0.00	0.00			
63103 - Council	0.00	86.85			
63105 - Nominating Committee	0.00	0.00			
63108 - PPP/POW AC	0.00	0.00			
63100 - Committee Expenses - Other	0.00	588.45			
<b>Total Committee Expenses</b>	<b>0.00</b>	<b>885.30</b>	<b>2,000.00</b>	<b>-1,114.70</b>	<b>44.3%</b>
63150 - Presbytery Meetings	0.00	78.84	2,000.00	-1,921.16	3.9%
63200 - Education/Leadership/CP Events	750.00	1,750.00	6,000.00	-4,250.00	29.2%
63300 - Youth Triennium	0.00	0.00	3,500.00	-3,500.00	0.0%
63350 - Background Checks	0.00	0.00	1,000.00	-1,000.00	0.0%
<b>TOTAL SUPPORTING OUR CONGREGATIONS</b>	<b>750.00</b>	<b>2,714.14</b>	<b>14,500.00</b>	<b>-11,785.86</b>	<b>18.7%</b>

<b>64000 - PERSONNEL (providing resources/supporting our congregations)</b>					
<b>64100 - Stated Clerk</b>					
64110 - Stated Clerk Salary	1,000.00	3,000.00	12,000.00	-9,000.00	25.0%
64120 - Stated Clerk Continuing Ed	0.00	0.00	1,000.00	-1,000.00	0.0%
64130 - Stated Clerk Expenses	0.00	0.00	3,000.00	-3,000.00	0.0%
<b>Total Stated Clerk</b>	<b>1,000.00</b>	<b>3,000.00</b>	<b>16,000.00</b>	<b>-13,000.00</b>	<b>18.8%</b>
<b>64200 - Office Administrator</b>					
64210 - Office Administrator Salary	3,666.50	10,999.50	43,998.00	-32,998.50	25.0%
64220 - Office Admin Pension/Medical	2,480.64	7,441.92	29,770.00	-22,328.08	25.0%
64230 - Office Admin Continuing Ed	0.00	0.00	1,000.00	-1,000.00	0.0%
<b>Total - Office Administrator</b>	<b>6,147.14</b>	<b>18,441.42</b>	<b>74,768.00</b>	<b>-56,326.58</b>	<b>24.7%</b>
<b>64300 - Other Personnel Expenses</b>					
64310 - Payroll Taxes	345.51	1,036.54	4,150.00	-3,113.46	25.0%
64320 - Additional Staff Compensation	0.00	0.00	1,000.00	-1,000.00	0.0%
64330 - Contingencies	0.00	0.00	250.00	-250.00	0.0%
<b>Total - Other Personnel Expenses</b>	<b>345.51</b>	<b>1,036.54</b>	<b>5,400.00</b>	<b>-4,363.46</b>	<b>19.2%</b>
<b>TOTAL PERSONNEL</b>	<b>7,492.65</b>	<b>22,477.96</b>	<b>96,168.00</b>	<b>-73,690.04</b>	<b>23.4%</b>
<b>65000 - INTERFAITH</b>					
65100 - Colorado Council of Churches	0.00	0.00	750.00	-750.00	0.0%
65150 - Interchurch Ministries of NE	0.00	0.00	750.00	-750.00	0.0%
<b>TOTAL INTERFAITH</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>	<b>0.0%</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>29,491.19</b>	<b>58,021.12</b>	<b>245,778.34</b>	<b>-187,757.22</b>	<b>23.6%</b>
<b>70000 - ONE TIME MONIES EXPENSE</b>					
70100 - Unrestricted Highlands Support	2,250.00	6,750.00	27,000.00	-20,250.00	25.0%
70175 - 1001 New Worshiping Communities	0.00	0.00	15,000.00	-15,000.00	0.0%
<b>71100 - Executive Presbyter</b>					
71110 - Executive Presbyter Salary	4,038.34	12,115.02	48,460.00	-36,344.98	25.0%
71115 - Executive Presbyter Housing	1,795.00	5,385.00	21,540.00	-16,155.00	25.0%
71120 - EP Pension/Medical	2,158.33	6,474.99	24,900.00	-18,425.01	26.0%
71130 - EP Continuing Ed.	205.00	205.00	2,000.00	-1,795.00	10.3%
71140 - EP Business Expenses	377.42	377.42	10,000.00	-9,622.58	3.8%
<b>Total Executive Presbyter</b>	<b>8,574.09</b>	<b>24,557.43</b>	<b>106,900.00</b>	<b>-82,342.57</b>	<b>23.0%</b>
<b>72000 - MP Supporting our Congregations</b>					
72130 - COVID New Ministries Grant	500.00	1,000.00			
72140 - Congregational Grants	0.00	0.00	12,500.00	-12,500.00	0.0%
72145 - Mission Projects	0.00	0.00	12,500.00	-12,500.00	0.0%
<b>Total MP Supporting our Congregations</b>	<b>500.00</b>	<b>1,000.00</b>	<b>25,000.00</b>	<b>-25,000.00</b>	<b>4.0%</b>
<b>Total One Time Monies Expense</b>	<b>11,324.09</b>	<b>32,307.43</b>	<b>173,900.00</b>	<b>-142,592.57</b>	<b>18.6%</b>
<b>Total Expense</b>	<b>40,815.28</b>	<b>90,328.55</b>	<b>419,678.34</b>	<b>-330,349.79</b>	<b>21.5%</b>
<b>Net Ordinary Income</b>	<b>-18,048.68</b>	<b>137,163.86</b>	<b>69.41</b>		





**Statement of Financial Position  
as of March 31, 2021**

**ASSETS****Current Assets****10000 - BANK**

10100 - Petty Cash	100.00	
10200 - Chase Checking	8,563.47	
10300 - Chase Savings	261,871.98	
10500 - Pastoral Support Fund Savings	7,005.05	
<b>Total 10000 - BANK</b>		277,540.50

**12000 - OTHER CURRENT ASSETS**

12500 - Misc. Account Receivable	-313.66	
<b>Total 12000 - OTHER CURRENT ASSETS</b>		-313.66

**14000 - INVESTMENTS**

14100 - Ordinands Fund (NCF)	16,290.58	
14200 - One Time Monies (NCF)	291,791.21	
14220 - One Time Monies (NCTC)	677,295.10	
14300 - Highlands Campership (PbyFound)	10,837.84	
14500 - McDonald Campership (PbyFound)	1,261.64	
14600 - Norton Endowment (PbyFound)	5,635.83	
<b>Total 14000 - INVESTMENTS</b>		1,003,112.20

**Total Other Current Assets**

1,002,798.54

**Total Current Assets**

1,280,339.04

**16000 - PROPERTY**

16100 - Presbytery Office	142,776.28	
<b>Total 16000 - PROPERTY</b>		142,776.28

**17000 - OTHER RECEIVABLES**

17100 - Boulder First Dismissal	684,440.00	
<b>Total 17000 - OTHER RECEIVABLES</b>		684,440.00

**TOTAL ASSETS**

2,107,555.32

**LIABILITIES & EQUITY****Other Current Liabilities****20000 - DONOR DESIGNATED FUNDS**

20100 - Ordinands Fund (NCF)	16,290.58	
20200 - G.A. Mission Payable	0.00	
20400 - Pastoral Support Fund (Savings)	7,005.05	
20500 - Peacemaking	5,772.81	
<b>Total 20000 - DONOR DESIGNATED FUNDS</b>		29,068.44

**22000 - PBY DESIGNATED FUNDS**

22050 - Accrued Audit Fund	7,000.00	
22100 - Accrued Condo Fees	11,690.00	
22125 - Accrued EP Cont Ed	1,259.20	
22150 - Accrued SC Cont Ed	1,540.20	
22175 - Accrued Office Admin Cont Ed	958.24	
22200 - One Time Monies (NCF)	291,791.21	
22220 - One Time Monies (Checking)	177,212.36	
22230 - One Times Monies (NCTC)	677,295.10	

22350 - Youth Triennium Fund	5,487.54		
22500 - Wray Building Fund	<u>1,000.00</u>		
<b>Total 22000 - PRESBYTERY DESIGNATED FUNDS</b>		1,175,233.85	
<b>24000 - PERMANENTLY RESTRICTED (HC)</b>			
24300 - Highlands Campership (PbyFound)	10,837.84		
24500 - McDonald Camperships (PbyFound)	1,261.64		
24600 - Norton Endowment (PbyFound)	<u>5,635.83</u>		
<b>Total 24000 - PERMANENTLY RESTRICTED (HC)</b>		17,735.31	
<b>26000 - PAYROLL LIABILITIES</b>			
26100 - Fed. Tax and W/holding Payable	2,203.34		
26200 - State Tax & W/holding Payable	1,009.00		
26500 - FSA Reimbursement (Bobbi)	296.18		
26600 - EP BOP Deductions	0.01		
<b>Total 26000 - PAYROLL LIABILITIES</b>		<u>3,508.53</u>	
<b>Total Other Current Liabilities</b>			<u>1,225,546.13</u>
<b>Total Liabilities</b>			1,225,546.13
<b>Equity</b>			
30200 - Unrestricted Net Assets			744,845.33
Net Income			<u>137,163.86</u>
<b>Total Equity</b>			<u>882,009.19</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>			<u><u>2,107,555.32</u></u>

**Cash in Checking/Savings NOT Designated  
as of March 31, 2021**

Cash	
Checking	8,563.47
Savings	<u>261,871.98</u>
Total	270,435.45

**Money in Savings/Checking that is Designated**

GA Mission Payable	0.00
Peacemaking	5,772.81
Accrued Audit Fund	7,000.00
Accrued Condo Fees	11,690.00
Accrued EP Cont Ed	1,259.20
Accrued SC Cont Ed	1,540.20
Accrued Office Admin Cont Ed	958.24
One Time Monies	177,212.36
Youth Triennium Fund	5,487.54
Wray Building Fund	<u>1,000.00</u>
Total	211,920.35
Cash in Checking/Savings not Designated	58,515.10

<b>Statement of Financial Position</b>			
<b>Line Item Details</b>			
<b>as of March 31, 2021</b>			
<b>Ordinands Fund (NCF)</b>		<b>Accrued EP Cont. Ed. (Checking)</b>	
<b>01/01/2021 Balance</b>	<b>15,736.34</b>	<b>01/01/2021 Balance</b>	<b>1,259.20</b>
Income Reinvest	0.00	Transfer from Line Item to Accrued	0.00
Unrealized Gain/Loss	914.24	<b>03/31/2021 Balance</b>	<b>1,259.20</b>
Annual Consultation	0.00	From - Unused budget line item	
Psych Evaluation	-200.00	For - Future EP Continuing Education	
Ordination Exams	-160.00		
<b>03/31/2021 Balance</b>	<b>16,290.58</b>	<b>Accrued Stated Clerk Cont. Ed. (Checking)</b>	
From - Ordinations & installations (legacy)		<b>01/01/2021 Balance</b>	<b>1,540.20</b>
For - Inquirers/candidates, & CP expenses as approved by CPM		Transfer from Line Item to Accrued	0.00
		<b>03/31/2021 Balance</b>	<b>1,540.20</b>
<b>Pastoral Support Fund (Savings)</b>		From - Unused budget line item	
<b>01/01/2021 Balance</b>	<b>7,004.89</b>	For - Future SC Continuing Education	
Interest	0.16		
Pastor Installation	0.00	<b>Accrued Office Administrator Cont. Ed. (Checking)</b>	
Ordination	0.00	<b>01/01/2021 Balance</b>	<b>958.24</b>
<b>03/31/2021 Balance</b>	<b>7,005.05</b>	Transfer from Line Item to Accrued	0.00
From - Ordinations & installations		<b>03/31/2021 Balance</b>	<b>958.24</b>
For - Critical pastoral needs		From - Unused budget line item	
		For - Future OA Continuing Education	
<b>Peacemaking (Checking)</b>			
<b>01/01/2021 Balance</b>	<b>5,565.73</b>	<b>One Time Monies (NCF)</b>	
Peacemaking Offering	207.08	<b>01/01/2021 Balance</b>	<b>623,233.29</b>
Transfer to Pastoral Support Fund	0.00	Income Reinvest	7.20
Peacemaking Visit	0.00	Unrealized Gain/Loss	5,256.47
<b>03/31/2021 Balance</b>	<b>5,772.81</b>	Transfers to OTM (Checking)	0.00
From - Churches - Peacemaking offering		Wire Transfer Fee	-15.00
For - Presbytery peacemaking initiatives		Transfer to NCTC	-336,690.75
		<b>03/31/2021 Balance</b>	<b>291,791.21</b>
<b>Accrued Financial Review Fund (Checking)</b>		From - Lafayette & Dismissals	
<b>01/01/2021 Balance</b>	<b>7,000.00</b>	For - Reserves & Council designated projects/programs	
Transfer from Line Item to Accrued	0.00		
<b>03/31/2021 Balance</b>	<b>7,000.00</b>	<b>One Time Monies (Checking)</b>	
From - Unused budget line item		<b>01/01/2021 Balance</b>	<b>74,847.58</b>
For - Future auditing needs		2020 Operating Deficit	-36,439.79
		Boulder, First Dismissal Funds	171,112.00
<b>Accrued Condo Fees (Checking)</b>		Transfers from OTM	0.00
<b>01/01/2021 Balance</b>	<b>11,690.00</b>	OTM Expense Line Items	-32,307.43
Transfer from Line Item to Accrued	0.00	<b>03/31/2021 Balance</b>	<b>177,212.36</b>
<b>03/31/2021 Balance</b>	<b>11,690.00</b>	From - Lafayette Sale & Dismissals	
From - Unused budget line item		For - Reserves & Council designated projects/programs	
For - Future condo needs			

<b>One Time Monies (TPF)</b>		<b>Highlands Campership (PbyFound)</b>	
<b>01/01/2021 Balance</b>	<b>341,634.04</b>	<b>01/01/2021 Balance</b>	<b>10,506.97</b>
Common Fund Income	958.34	Change in Acct. Activity & Market Value	330.87
Unrealized Gain/Loss	-1,414.76	<b>03/31/2021 Balance</b>	<b>10,837.84</b>
Transfer to NCTC	-341,177.62	From - Designated donations for Highlands campers	
<b>03/31/2021 Balance</b>	<b>0.00</b>	For - Highlands	
From - Lafayette Sales & Dismissals			
For - Reserves & Council designated projects/programs			
<b>One Time Monies (NCTC)</b>		<b>McDonald Campership (PbyFound)</b>	
<b>01/01/2021 Balance</b>	<b>0.00</b>	<b>01/01/2021 Balance</b>	<b>1,223.11</b>
Interest/Dividends	553.10	Change in Acct. Activity & Market Value	38.53
Unrealized Gain/Loss	-1,126.37	<b>03/31/2021 Balance</b>	<b>1,261.64</b>
Transfer from NCF/TPF	677,868.37	From - Designated donations for Highlands campers	
<b>03/31/2021 Balance</b>	<b>677,295.10</b>	For - Highlands	
From - Lafayette Sales & Dismissals			
For - Reserves & Council designated projects/programs			
<b>Youth Triennium Fund (Checking)</b>		<b>Norton Endowment (PbyFound)</b>	
<b>01/01/2021 Balance</b>	<b>5,487.54</b>	<b>01/01/2021 Balance</b>	<b>5,463.79</b>
Transfer from Line Item to Accrued	0.00	Change in Acct. Activity & Market Value	172.04
<b>03/31/2021 Balance</b>	<b>5,487.54</b>	<b>03/31/2021 Balance</b>	<b>5,635.83</b>
From - Designated donors for Youth Triennium		From - Designated donations for Highlands campers	
For - Future Youth Trienniums		For - Highlands	
<b>Wray Building Fund (Checking)</b>			
<b>01/01/2021 Balance</b>	<b>1,000.00</b>		
Central Latino National Cacus	0.00		
Transfer to One Time Monies (Checking)	0.00		
<b>03/31/2021 Balance</b>	<b>1,000.00</b>		
From - Sale of Wray church & manse			
For - Council designated projects/programs			
Partially designated for Central Latino Ministry			

Presbytery Support Payments										
updated - March 31, 2021										
	2019 Member- ship	Covenant Commitment	Covenant Commitment Total Paid	Covenant Commitment Total Yet to Pay	Covenant Commitment Total Paid	Pby Additional Support Pledge	Pby Additional Support Paid	TOTAL Pby Support Paid	GA Mission Support Pledge	Total GA Paid *including special offerings
		55.00								
Alliance	127	6,985.00		6,985.00	0%			0.00		
Berthoud	71	3,905.00		3,905.00	0%	0.00		0.00	0.00	
Boulder, St. Andrew	209	11,495.00		11,495.00	0%	0.00		0.00	0.00	3,490.00
Boulder, Valmont	56	3,080.00	3,080.00	0.00	100%			3,080.00		
Bridgeport	171	9,405.00		9,405.00	0%	0.00	52.30	52.30	0.00	85.60
Broomfield	147	8,085.00	4,045.00	4,040.00	50%	0.00		4,045.00	0.00	
Brush	52	2,860.00	2,860.00	0.00	100%	0.00		2,860.00	0.00	
Dalton	47	2,585.00	387.51	2,197.49	15%	0.00		387.51	0.00	
Estes Park	230	12,650.00	3,162.50	9,487.50	25%	0.00		3,162.50	3,675.00	918.75
Ft. Collins, First	586	32,230.00	2,640.00	29,590.00	8%			2,640.00		
Ft. Collins, Harmony	52	2,860.00	715.00	2,145.00	25%	0.00		715.00	0.00	
Ft. Collins, West.	161	8,855.00	2,213.00	6,642.00	25%	1,000.00	253.00	2,466.00	0.00	1,338.74
Ft. Morgan	123	6,765.00		6,765.00	0%		569.50	569.50		384.70
Goodrich	56	3,080.00	3,080.00	0.00	100%		500.00	3,580.00		
Gordon	109	5,995.00		5,995.00	0%	0.00		0.00	3,600.00	241.00
Greeley	37	2,035.00	2,035.00	0.00	100%	0.00		2,035.00	0.00	
Kimball	40	2,200.00		2,200.00	0%			0.00		
LaPorte	36	1,980.00		1,980.00	0%			0.00		
LaSalle	54	2,970.00	270.00	2,700.00	9%			270.00		
Lisco	24	1,320.00	1,320.00	0.00	100%	0.00		1,320.00	0.00	
Longmont, Central	216	11,880.00	2,970.00	8,910.00	25%	2,500.00	625.00	5,470.00	2,625.00	1,412.92
Longmont, Westview	185	10,175.00	2,543.75	7,631.25	25%			2,543.75		635.00
Loveland, First	113	6,215.00	1,539.99	4,675.01	25%			1,539.99		2,875.00
Loveland, Mtn. View	409	22,495.00		22,495.00	0%			0.00		
Masonville	86	4,730.00		4,730.00	0%			0.00		
Milliken	103	5,665.00		5,665.00	0%			0.00		770.00
Minatare	14	770.00		770.00	0%			0.00		
Nederland	58	3,190.00	3,190.00	0.00	100%	0.00		3,190.00	0.00	
Pinewood Springs	7	385.00		385.00	0%	0.00		0.00	0.00	
Scottsbluff	145	7,975.00	7,975.00	0.00	100%	0.00		7,975.00	0.00	
Sedgwick	26	1,430.00	1,430.00	0.00	100%	500.00	500.00	1,930.00	0.00	449.00
Sidney	83	4,565.00		4,565.00	0%			0.00		
Sterling	211	11,605.00	2,903.00	8,702.00	25%		942.00	3,845.00		314.00
Timnath	119	6,545.00	1,636.25	4,908.75	25%	0.00		1,636.25	0.00	
Yuma	120	6,600.00		6,600.00	0%			0.00		
<b>TOTAL</b>	<b>4,283</b>	<b>235,565.00</b>	<b>49,996.00</b>	<b>185,569.00</b>	<b>21%</b>	<b>4,000.00</b>	<b>3,441.80</b>	<b>55,312.80</b>	<b>9,900.00</b>	<b>12,914.71</b>

**Attachment D**  
**Annual Salary Report**

Church	Pastor	Year	Cash Salary	Housing Allowance	Employer Contributions	Other	Manse Value	Total Effective Salary	SECA Offset/Deferred Comp.	Auto Mileage	Business Expenses	Cont. Ed. & Books	Other
Alliance	VACANT	2020	30,000.00	22,000.00				52,000.00		3,370.00	1,200.00	2,000.00	
		2021											
VACANT PULPIT													
Berthoud	Chris Brown	2020	28,980.00	25,000.00	5,000.00			58,980.00	4,580.00	1,000.00	500.00	1,200.00	
		2021	28,980.00	25,000.00	5,000.00	4,512.00		63,492.00		500.00	500.00	1,000.00	
Boulder,	Jacqueline Vanderpol	2020	19,500.00	57,500.00			1,000.00	78,000.00	5,890.00	3,500.00	1,500.00	1,750.00	
St. Andrew		2021	19,500.00	58,275.00		1,200.00		78,975.00	5,950.00	3,500.00	1,500.00	1,750.00	
Boulder,	Eric Garner	2020	36,715.00	21,600.00		2,000.00		60,315.00		1,000.00	500.00	1,000.00	
Valmont		2021	30,648.00	30,000.00				60,648.00		1,000.00	500.00	1,000.00	
Bridgeport	Jonathan Berosek	2020	44,100.00				13,230.00	57,330.00		3,000.00	2,000.00	2,500.00	1,000.00
		2021	44,100.00				13,230.00	57,330.00		3,000.00	2,000.00	2,750.00	2,000.00
Broomfield	John Buechner	2020	39,320.00	24,000.00				63,320.00		2,000.00	2,000.00	1,700.00	
		2021	39,320.00	24,000.00				63,320.00		2,000.00	2,000.00	1,700.00	
Brush	Mike Gross	2020											
		2021											
CRE - CONTRACT													
Dalton	Bud Gillespie	2020											
		2021											
CRE - CONTRACT													
Estes Park	Chris Davis	2020	44,367.00	33,276.00		906.00		78,549.00	5,000.00	3,043.00	1,451.00	2,000.00	1,596.00
		2021											
Interim Pastor - CONTRACT													
Ft. Collins, 1st	Corey Nelson	2020	70,666.00	42,000.00				112,666.00		650.00	2,500.00	1,850.00	
		2021	66,956.00	48,000.00				114,956.00		650.00	2,500.00	1,850.00	
Ft. Collins,	Gus Wright	2020											
Harmony		2021											
Temporary Supply - CONTRACT													
Ft. Collins,	Eric Sunderland	2020	36,376.00	30,000.00				66,376.00	5,304.00		2,200.00	1,000.00	
Westminster		2021	37,846.00	30,000.00				67,846.00	5,304.00		2,200.00	1,000.00	
Ft. Morgan	Mike Gross	2020											
		2021											
CRE - CONTRACT													
Goodrich	Denise Shannon	2020											
		2021											
Temporary Supply - CONTRACT													
Gordon	Patricia Stetson-Warning	2020	25,600.00		2,400.00		12,000.00	40,000.00		3,000.00		600.00	
		2021	28,000.00				12,000.00	40,000.00		3,000.00		600.00	
Greeley	Laura Krauss	2020											
		2021											
Interim Pastor - CONTRACT													
Kimball	Alan Foutz	2020											
		2021											
CRE - CONTRACT													
LaPorte	Judy Cuthbertson	2020											
		2021											
Temporary Supply - CONTRACT													
LaSalle	VACANT	2020											
		2021											
Temporary Supply - CONTRACT													
Lisco	Darren Emerick	2020											
		2021											
Temporary Supply - CONTRACT													
Longmont,	David Barker	2020	54,570.00	39,000.00				93,570.00	2,500.00		1,200.00	2,300.00	
Central		2021	54,570.00	39,000.00				93,570.00	2,500.00		1,200.00	2,300.00	
Longmont,	Dan Dolquist	2020											
Westview		2021	33,200.00	33,200.00	800.00			67,200.00	5,046.40	1,200.00	1,750.00	1,250.00	1,000.00
Loveland, 1st	Amy Morgan	2020	25,150.00	33,000.00				58,150.00			2,000.00	2,100.00	
		2021	24,525.00	33,869.50		1,500.00		59,894.50			3,140.00	1,500.00	
Loveland,	VACANT	2020	44,440.00	34,615.00				79,055.00			3,500.00	2,800.00	
Mtn. View		2021											
VACANT PULPIT													
	Jim Webb	2020	53,240.00	26,980.00				80,220.00			4,400.00	4,600.00	
		2021	57,860.00	29,360.00				87,220.00			4,490.00	4,690.00	
Masonville	VACANT	2020											
		2021											
Temporary Supply - CONTRACT													
Milliken	Jan Brooks	2020											
		2021											
Interim Pastor - CONTRACT													
Minatare	Carolyn Dickinson	2020											
		2021											
Temporary Supply - CONTRACT													
Nederland	Hansen Wendlandt	2020	42,382.69	10,500.00				52,882.69	2,400.00	2,500.00		1,100.00	
		2021	45,026.82	10,500.00				55,526.82	6,647.80	2,000.00		600.00	
Pinewood	VACANT	2019											
Springs		2020											
VACANT PULPIT													
Scottsbluff	April Fiet	2020	20,250.00	10,000.00				30,250.00		750.00	750.00	750.00	
		2021	20,250.00	10,000.00				30,250.00		750.00	750.00	750.00	
	Jeff Fiet	2020	20,250.00	10,000.00				30,250.00		750.00	750.00	750.00	
		2021	20,250.00	10,000.00				30,250.00		750.00	750.00	750.00	
Sedgwick	Larry Nail	2020											
		2021											
Temporary Supply - CONTRACT													
Sidney	Mary Jo Dean	2020	25,500.00	14,500.00				40,000.00		1,000.00	2,000.00	3,000.00	
		2021	25,500.00	16,500.00				42,000.00		1,000.00	2,000.00	1,000.00	
Sterling	Michelle Witherspoon	2020	38,865.00	29,177.00				68,042.00	5,205.00		1,500.00	2,000.00	1,000.00
		2021	38,865.00	29,177.00				68,042.00	5,205.00		1,500.00	2,000.00	1,000.00
Timnath	VACANT	2020											
		2021						0.00					
Interim Pastor - CONTRACT													
Yuma	Jamie Fiorino	2020	30,870.00	3,000.00	3,000.00		12,000.00	48,870.00		1,750.00	1,000.00	1,100.00	
		2021	34,000.00	3,000.00	3,000.00		12,000.00	52,000.00		1,750.00	1,000.00	1,100.00	

## **Attachment E**

### **Ordination/Installation Policy**

#### **Authority**

Ordinations and installations in the Presbytery shall be governed by the relevant provisions of the *Book of Order* and this policy.

#### **Presbytery Responsibilities**

Presbytery is responsible for setting the date, time, and location of the service. Presbytery may conduct the service as a called meeting of the Presbytery; or Presbytery (or COM on its behalf) may elect an Administrative Commission (AC) to assume all responsibility and conduct the service.

#### **The Administrative Commission**

The AC shall be composed of at least seven persons, teaching elders and ruling elders in numbers as nearly equal as possible, with not more than one of the ruling elders from any one church in the Presbytery and the teaching elders representing at least three different churches or ministers within the Presbytery. Moderator of the Presbytery shall be invited to serve on the AC, and if elected shall act as moderator of the AC. If the moderator isn't elected to the AC, moderator of the AC shall be appointed by the Presbytery moderator. The AC shall open and close all meetings with prayer; it shall elect a secretary to keep a record of its proceedings which shall be communicated to the Presbytery at the next stated meeting. The AC may meet or confer as needed prior to the date of the service either in person, by conference call, or by electronic meeting. It shall convene as a commission prior to the ordination and installation service and shall vote whether or not to proceed with the service as planned. It should vote to adjourn the meeting upon the conclusion of the service.

#### **The Service of Ordination and/or Installation**

The AC shall have sole and final authority concerning the service of ordination and installation. It shall have the authority, on behalf of Presbytery, to approve the celebration of the sacrament of the Lord's Supper as part of the service if it so chooses. It should consult with the host session through its moderator concerning arrangements for the service, including musicians and (if authorized by the AC) the administration of the sacrament of the Lord's Supper.

The AC shall consult with the person to be ordained and/or installed regarding the person's wishes and desires concerning preachers, liturgists, and other participants in the service. However, the approval of such participants and their roles rests with the AC. Costs related to the participation of persons outside the Presbytery are not the responsibility of the Presbytery and will not be reimbursed by the Presbytery. The AC may assign responsibility for selection of scriptures, composition of elements of liturgy, and other details to the person to be ordained/installed, the pastor of the host congregation, or other parties, if they are willing, subject to the final approval of the AC.

The service shall include an offering, which shall be split equally between the Pastoral Support Fund and the Ordinands Fund (Council vote October 3, 2019). The offering will need to be sent to the Presbytery office as soon as possible after the ordination/installation. Ordinarily, the service shall conform to the model found in *The Book of Common Worship* and *The Book of Occasional Services*. At the time of the ordination prayer, the Presbytery shall lay hands on the ordinand, who shall kneel (if able). "The Presbytery" consists of continuing members of Presbytery who are present, corresponding members seated by the AC, and ruling elders serving on the AC. (If the service is conducted as a called meeting of Presbytery, the Presbytery consists of all continuing members, elected members, corresponding members, and commissioners.)



**Selected *Book of Order* Provisions for the Service of Ordination**

- The ordination of candidates to the ministry of the Word and Sacrament shall ordinarily take place in the presence of the congregation in which the candidate is a member, and in the place for the regular worship of that congregation.
- A service of installation shall be held by the presbytery within whose bounds the candidate has been called to ministers.
- The Presbytery or commission appointed for this purpose shall convene and shall call the congregation to worship. The service shall focus upon Christ and the joy and responsibility of the mission and ministry of the church, and shall include a sermon appropriate to the occasion. The member named to preside shall state briefly the proceedings of the Presbytery preparatory to the ordination and shall point out its nature and importance.
- The constitutional questions shall be asked . . . .
- The candidate, having answered the questions in the affirmative, shall kneel, if able, and the Presbytery shall, with prayer and the laying on of hands, ordain the candidate to the office of minister of the Word and Sacrament. The member presiding shall then say: **Name**, you are now ordained a minister of the Word and Sacrament in the Church of Jesus Christ. Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him.
- Then the members of the Presbytery, and others as may be appropriate, shall welcome the new minister into the ministry of the Word and Sacrament. At the conclusion of the ordination service, the new minister may make a brief statement and shall pronounce the benediction.

**Selected *Book of Order* Provisions for the Service of Installation**

- On the day designated for the installation, the Presbytery or commission appointed for this purpose shall convene and shall call the congregation gathered to worship. The service shall have the same focus and form as the service of ordination and the person being installed shall be asked to answer the questions asked at the time of ordination. Following the affirmative answers to the questions asked of the person being installed, a ruling elder shall face the congregation along with the pastor-elect and shall ask them to answer the constitutional questions . . . .
- The members of the congregation having answered the questions in the affirmative, a candidate being ordained and installed shall kneel, if able, and the Presbytery shall, with prayer and the laying on of hands, ordain the candidate to the office of minister of the Word and Sacrament and install him or her in the particular pastoral responsibility. A teaching elder, previously ordained, who is being installed ordinarily shall stand, if able, for the prayer of installation.
- The member presiding shall then say: **Name**, you are now a minister of the Word and Sacrament in the Church of Jesus Christ and for this congregation. Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him. (For a teaching elder previously ordained say only: You are now a minister of the Word and Sacrament in and for this congregation. Whatever you do, . . . etc.)
- Then members of the Presbytery, and others as may be appropriate, shall welcome the newly ordained and installed or newly installed teaching elders into their fellowship in the ministry of the Word and Sacrament.
- Persons invited by the Presbytery may then give brief charges to the pastor and to the congregation to be faithful in their relationship and in their reciprocal responsibilities.
- At the conclusion of the service, the newly installed minister may make a brief statement and shall pronounce the benediction.