



Stated Meeting of the Presbytery of Boston

Zoom Meeting

September 29th, 2022

Meeting Packet



Notice of the
Stated Meeting
of the
Presbytery of Boston

Date/Time: September 29, 2022 on Zoom at 7:00 PM

Location: Zoom Meeting

To receive the link to enter this meeting, **you must register online** in advance of the meeting at the following link:

https://us02web.zoom.us/meeting/register/tZ0od-yspzgiHNBcOfcTNrj9HEuXsQ35_0Ck

For instructions on how to participate, please click on the following link:

<https://presbyteryofboston.org/Presbytery-Gatherings/Assembly-Meetings>

All teaching elders and ruling elders with the privilege of vote are expected to attend all presbytery meetings.

If you have any questions, please feel free to contact the Stated Clerk:
T. J. DeMarco at statedclerk@presbyteryofboston.org or 401-523-7417

Worship Offering

Our worship offering will benefit the Presbyterian Peace Fellowship. To learn more about the Presbyterian Peace fellowship, click here:

<https://www.presbypeacefellowship.org>

To give, click on this link: <https://presbyteryofboston.org/Donate>

Proposed Docket
Stated Meeting of the Presbytery of Boston

		Length
6:30	Log-in and instructions for Zoom Presbytery Meeting	30
*7:00	Call to Order & Declaration of Quorum Opening Prayer Call for new business Omnibus Motion Introduction of New Elders Seating of Corresponding Members Acknowledging and Honoring Native Land – (Rev. Tom Reid)	10
7:10	Nominating Committee	10
7:25	Presbyterian Peacemaker (Rev. Nta William Nche)	15
7:40	Worship Offering – Presbyterian Peace Fellowship (Deanna Hollis) To give, click on this link: https://presbyteryofboston.org/Donate	30
8:10	Minute for Mission – Hartford Presbyterian Church	10
8:20	General Assembly Report (Amy Fowler and Ken Grant)	10
8:30	Trustees (Thatcher Freeborn)	10
8:40	Personnel (Meagan Manas)	5
8:45	Treasurer (Andrew Parmelee)	5
8:50	Committee on Ministry (Jill Auger)	10
9:00	Committee on Representation (Kathy Barnes)	5
9:05	Committee on Preparation for Ministry (Drew Hanson)	10
9:15	Report of the Stated Clerk (T. J. DeMarco)	5
9:20	Council (Trina Portillo)	10
	New Business (only if requested at beginning of meeting)	
	Adjourn	
	* <i>Denotes Order of the day</i> (All other times are guidelines)	

Meeting Packet Table of Contents

Presbyterian Peacemaker (Rev. Nta William Nche).....	1
Trustees.....	3
Personnel Committee.....	5
Treasurer	6
Committee on Ministry.....	9
Committee on Representation	15
Stated Clerk.....	16
Council	19
Moderator	20

Press Release – For Immediate Distribution

The Presbytery of Boston
Rev. Trina Portillo, Moderator
Email: Pastor@burlingtonpres.org
Phone: (773) 951-7820

The Presbytery of Boston to host Rev. Nta William Nche of Cameroon

International Peacemaker visit part of annual Presbyterian Peacemaking Program initiative that focuses on peace and justice issues

FOR IMMEDIATE RELEASE

Boston, MA September 15, 2022 – The Presbytery of Boston is hosting Reverend Nta William Nche from Cameroon, an international peacemaker who is part of a group of seven individuals touring the country for the next month with the PC(USA)'s Peacemaking Program. Rev. Nta will be visiting a number of congregations in the greater Boston area from September 29th through October 3rd, 2022. For a full schedule of planned events, please visit the Presbytery website, <https://www.presbyteryofboston.org>.

The Presbyterian Peacemaking Program makes it possible for leaders from overseas partner denominations and organizations to visit Presbyterian congregations and institutions in the U.S. to bear witness and interpret peace and justice issues.

Since 1984 more than 350 International Peacemakers from 60 countries have been hosted through the Presbyterian Peacemaking Program. The International Peacemakers focus their time on 3 priority areas of the Presbyterian Mission Agency's work: dismantling structural racism, alleviating systemic poverty and building congregational vitality. They also help Presbyterian's live into a biblical commitment based on Matthew 25 by sharing unique experiences and stories from their work in the following areas:

- **Hunger Ministries:** I was hungry and you gave me food
- **Clean Water/Environmental Justice:** I was thirsty and you gave me something to drink
- **Immigration/Migration/Refugee Welcome:** I was a stranger and you welcomed me
- **Poverty Alleviation:** I was naked and you gave me clothing
- **Health and Wellness:** I was sick and you took care of me
- **Racism/Systems of Oppression and Violence:** I was in prison and you visited me

This year the Peacemakers come from seven different countries or regions, including Cameroon, El Salvador, Madagascar, Malawi, Israel/Palestine, Rwanda, and Tuvalu (Pacific Islands). For more information, contact Rev. Trina Portillo at (773) 951-7820, or by email: pastor@burlingtonpres.org. Visit the [Presbyterian Peacemaking page](#) for more information about the International Peacemakers.



Meet International Peacemaker

Nta William Nche, Cameroon

In 2020, Nta William Nche was appointed peace coordinator for the Presbyterian Church in Cameroon (PCC), a partner denomination of the PC(USA). On behalf of the PCC, Rev. Nta nurtures peace through conflict transformation and equipping community members to be peace builders and to work for justice.



Fast Facts:

- Cameroon is considered “Africa in miniature” because it represents much of the human, geographic and climatic diversity of Africa, all in one country.
- Cameroon is roughly twice the size of Colorado. Its total population is 26 million.
- Cameroon is home to more than 250 language and people groups, with English the primary administrative language in two regions and French in the remaining eight regions.

Partners:

The PC(USA) has been part of God’s mission in Cameroon since 1875. The PC(USA)’s history goes farthest back with the Eglise Presbyterienne Camerounaise, but the Church has joined in shared ministries with the PCC since the 1960s and with RELUFA (the Network for the Fight Against Hunger in Cameroon) for over two decades.

The PC(USA) has been invited to accompany the PCC in education and health-care ministries, the training of pastors, advancing protection and care around HIV/AIDS, and responding to humanitarian crises facing communities.

The PC(USA) also has been richly blessed by the spiritual gifts of many of the Cameroonian Christians who have made their way to the U.S. and now consider a PC(USA) congregation their spiritual community.



Support of the **Peace & Global Witness Offering** makes the International Peacemaker Program possible. Scan this QR code or visit www.pcusa.org/peace-global to donate.



Presbyterian Church (U.S.A.)
Presbyterian Mission



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Presbyterian Church (U.S.A.)
Presbyterian Mission

Resolution Concerning Financial Accounts

Board of Trustees
Presbytery of Boston
September 16, 2022

RESOLVED, the Board of Trustees, Presbytery of Boston (Presbytery), hereby grants the Treasurer and State Clerk, each of the Presbytery, and the Chair of the Board of Trustees, the following powers necessary to further the mission of the Presbytery:

1. Authority to open and close bank, brokerage and trust accounts as deemed necessary by the officers to further the mission of the Presbytery, with notification to the Board of Trustees;
2. Authority to execute any and all agreements, contracts and leases pertaining to the general business of the Presbytery, with notification to the Board of Trustees;
3. Authority to purchase and sell investments authorized under the Presbytery's Investment Policy Statement and sign all necessary documents relating thereto, with notification to the Board of Trustees; and
4. Authority to engage in transactions required to receive contributions from donors and disburse grants to qualifying nonprofit entities.

FURTHER RESOLVED, that the Board of Trustees hereby grants its Treasurer and Stated Clerk, each of the Presbytery, and the Chair of the Trustees the authority to give instructions by signature, e-signature or otherwise to authorize transactions in connection with any such duly established accounts or contracts. Any such delegation concerning the signing authority for the issuance of checks or drafts of the Presbytery's accounts shall require two signatures for any instruments exceeding \$10,000. Any party or counterparty to any such established accounts or contracts may rely on the certification of the Stated Clerk, Presbytery, that the list of authorized signers for the Presbytery is valid and has not been amended, modified or rescinded since the date hereof.

FURTHER RESOLVED, that the Treasurer, the Rev. Andrew Parmelee, and the Stated Clerk, the Rev. TJ DeMarco, and the Chair of the Board of Trustees, Elder Thatcher Freeborn, are hereby authorized to affix their signatures as representatives of the Presbytery pursuant to the above activities.

[If needed:

Notary _____

Printed Name _____ SEAL

Commission Expires _____]

Kenneth GY Grant
16 Williams Terrace
Swampscott, MA 01907

M: 857 888-9150

E: kggrant@gmail.com



Items for Information:

- The Personnel Committee continues to meet regularly with Presbytery staff for support and accountability. We ask all members of the Presbytery to remember that our staff are part time, and as such may not respond immediately to emails or be available to take your call at a given time of day. They are working hard on our behalf and we can show our appreciation and support by offering grace and respecting the boundaries of their time.
- We were consulted by Council for recommendations about cost-of-living increases for the 2023 budget. We recommend a 3% raise for all staff, acknowledging that this is hardly enough to keep up with inflation, let alone honor the ways our staff are stepping up as we continue to function without a presbytery leader.
- We continue to ask you to think about who in your networks would make a great Personnel Committee member and connect them with Meagan (pastor@presbyterianclinton.org) if they have any questions. People with experience in HR or who are interested in supporting the staff of the Presbytery would be a great fit.

Respectfully Submitted,
Rev. Meagan Manas, Personnel Committee Chair

Presbytery of Boston

<i>Per Capita and Mission Budget for 2022</i>			<i>Budget</i>		<i>Actual - Aigist 31, 2022</i>	
I. Per Capita and Mission Resources:	2022	% Budget	2022	% Budget		
1) Member Church <i>Per Capita</i> (formerly Unified Mission)	\$ 110,544	44.1%	\$ 45,351	41.0%		
2) Transfer from Trustee Funds - Awards, Grants, Loans (as awarded)			\$ 10,000			
3) Transfer from Trustees to Support Presbytery's Operations	\$ 16,297	6.5%		41.0%		
4)						
5)						
6) Individual Gifts	\$ 5,000	2.0%	\$ 10,855	217.1%	<u>Balances</u>	
7) Unrestricted-Shared Mission	\$ 20,000	8.0%	\$ 11,784	58.9%	Checking	\$ 54,689
8) Designated/Directed Mission (as gifted)			\$ 14,446		Savings	\$ 50,262
9) Presbytery Loose Offering					5/31/2022	\$ 104,951
10) Unrestricted fundraising/Operational Donations (as awarded)						
11) Needham Property Income	\$ 99,100	39.5%	\$ 66,400	67.0%		
RESOURCES Total:	\$ 250,941	100.0%	\$ 158,836	63.3%		
II. Per Capita and Mission Disbursements:	2022	% Budget	2022	% Budget		
A. Congregational Mission Programs	\$ 7,500	2.9%	\$ 14,200	189.3%	01/01/22	\$ 143,980
1) POB Shared Mission Programs	\$ 7,500	2.9%		0.0%	Income	\$ 159,511
2) Presbytery Loose Offering (Funded by I-9 as received)					Disburse	\$ (198,540)
3) Designated/Directed Mission (Funded by I-8 as gifted)					5/31/22	\$ 104,951
4) Grants Restricted (Funded by I2 from Trustees as awarded)			10,000.00	133.3%		
5) Parish Resource Center					<u>Funds</u>	
6) Hyde Park Presbyterian Church			1,200.00	16.0%	Operating	\$ 60,438
7) Youth Triennium					Yav Fund	\$ 3,200
8) Fourth Presbyterian Church (Funded by I-2)					Peace Offer	\$ 2,320
9) Whitinsville Church			\$ 3,000	40.0%	PJC	\$ 500
B. Other Mission Programs	\$ 12,500	4.9%	\$ 13,140	105.1%	Youth Tri.	\$ 6,790
1) PoB Shared Mission Programs	\$ 12,500	4.9%	\$ 200	1.6%	Pentecost	\$ 464
2) Presbytery Loose Offering (Funded by I-9 as received)			\$ 419	3.4%	PC Conf	\$ 4,291
3) Designated/Directed Mission (Funded by I-8 as gifted)			11,521	115.6%	Pastor's Dev	\$ -
4) Grants Restricted (Funded by I2 from Trustees as awarded)					Presb. Day	\$ 543
Mission at the Windward			\$ 1,000	8.0%	Abbey Bos.	\$ 1,125
6)					CHRA	\$ 540
7)					TTLDev	\$ 20,005
8)					PDA	\$ -
9)					Covid-19	\$ 3,000
10)					Confirm Con	\$ 5,900
11)					PLC Fund	\$ 401
12)					NE Glow	\$ (4,566)
C. Presbytery Staff, Officer and Office Expenses	\$ 207,822	80.7%	\$ 128,990	62.1%		
1) Moderator of Presbytery - Expenses	\$ 1,200	0.5%		0.0%	5/31/22	\$ 104,951
2) Treasurer - Salary	\$ 21,642	8.4%	\$ 14,428	66.7%	<u>Other Income</u>	
3) Treasurer - Related Expenses (Office and FICA)	\$ 3,600	1.4%	\$ 1,148	31.9%	Investment	\$ 13
4) Stated Clerk - Salary	\$ 32,118	12.5%	\$ 21,412	66.7%	Grants	\$ -
5) Stated Clerk - Related Expenses (FICA, Travel & Office, 403b)	\$ 8,275	3.2%	\$ 3,739	45.2%	Funds Crs.	\$ 663
6) Needham Property Utilities and Maintenance	\$ 38,577	15.0%	\$ 19,824	51.4%	Crs & Adj	\$ 0
7) CPA Review	\$ 3,900	1.5%		0.0%		\$ 676
8) Needham Property Manager	\$ 64,400	25.0%	\$ 42,933	66.7%		
9) Needham Property Manager Related Expenses	\$ 4,904	1.9%	\$ 3,284	67.0%	<u>Other Disbursements</u>	
10) Insurances and phone services	\$ 15,800	6.1%	\$ 13,013	82.4%	Funds Disb	\$ 17,049
11) Communications Coordinatoer - Salary	\$ 12,360	4.8%	\$ 8,240	66.7%	Grants	\$ -
12) Communications Coordinator - Related Exps (FICA}	\$ 946	0.4%	\$ 630	66.6%	Oper Disb	\$ 49
13) PoB Website Support and Training	\$ 100	0.0%	\$ 339	339.0%	Adj. & SRA	\$ (415)
14)						\$ 16,683
15)						
D. Presbytery Committees	\$ 2,250	0.9%	\$ -	0.0%	2022 - Per Capita	
1) Presbytery Council/Training and Development	\$ 500	0.2%		0.0%		
2) Committee on Preparation for Ministry	\$ 500	0.2%		0.0%	GA - \$ 8.98	
3) Committee on Ministry	\$ 1,000	0.4%		0.0%	Synod - \$ 4.10	
4) Committee Resources (Pers, COR, Nom)					Pres - \$ 42.92	
5) Permanent Judicial Commission	\$ 250	0.1%		0.0%		
E. GA and Synod Per Capita and Connectional Expenses	\$ 27,350	10.6%	\$ 25,527	93.3%		
1) Connectional Support to General Assembly and The Synod of the NE	\$ 26,100	10.1%	\$ 25,527	97.8%		
2) POB - General Assembly 2022 Expenses	\$ 1,250	0.5%		0.0%		
DISBURSEMENTS Total:	\$ 257,422	100.0%	\$ 181,857	70.6%		
Surplus/(Deficit)	\$ (6,481)		\$ (39,028)			

Presbytery of Boston - Board of Trustees Funds

Actual - August 31, 2022

<u>Restricteed Cash, Investments and Loans</u>	<u>Market Value</u>
Cash	\$ 26,798.58
Savings	\$ 103,792.96
PILP Investment Mission Money Fund, 24 and 36 month Fixed Notes (Note: \$200,000 from the EBF-Cont. Educ. fixed principal balance and \$95,000 from The Lynn Redev. Fd.-Minimum Permanent Fund)	\$ 295,000.00
Charles Schwab & Co., Inc. (Cost Value - \$ 650,000)	
Investments Long	\$ 1,263,869.97
Cash	\$ 8.08
Operating Loans	\$ 9,616.29
Worcester - \$ 5,190.91	
Somerville - \$ 4,425.38	
Investment Loans	
BCLP	\$ 25,000.00
	\$ 1,724,085.88

Restricted Funds

Trustee Fund - Loans to Churches	\$ 9,616.29
Trustee Fund - Restricted Operating	\$ 281,535.35
Kneeland Fund - Regular	\$ 6,524.79
Kneeland Fund - Special	\$ 1,876.45
Presbytery Congregational Development Fund	\$ 41,331.36
Minister's Emergency Fund	\$ 41,361.33
John Gilchrist Fund	\$ 30,477.65
The Robie Fund (\$ 40,000 minimum permanent fund)	\$ 71,584.51
The Lynn Redevelopment Fund (\$ 174,545 minimum permanent fund)	\$ 355,641.27
East Boston Funds	
Continuing Education (\$ 200,000 minimum permanent fund)	\$ 361,231.88
Equity Sharing	\$ 414,832.45
Missions	\$ 134,938.53
Elizabeth Pultz Fund	\$ 14,923.68
Ft. Square Fund	\$ 61,263.93
Needham Fund	\$ 66,372.63
Trustee Held Deposits	\$ 19,800.00
Undistributed Accrued Income	\$ 1,695.78
Change in Value of Investments (decrease in value distributed 12-31-18)	\$ (234,541.80)
Agnes Young Fund	\$ 43,619.80
	\$ 1,724,085.88

Mission Statement of the Presbytery of Boston

As we seek to be faithful witnesses to Christ in loving service together, the Presbytery of Boston will support the "Great Ends of the Church" by:

- 1) Strengthening and growing the congregations of the presbytery by providing guidance and resources for their ministries and by encouraging partnerships.
- 2) Engaging in presbytery-unifying activities of peace, justice and kindness, evangelism and witness.
- 3) Providing pastoral care for ministers and their families.

[illegible]



Respectfully submitted by Jill Auger

For Action:

COM recommends that the Presbytery of Boston designate the Rev. Beth Wieman and the Rev. Jane Wilson as Honorably Retired, with appreciation for their past and ongoing service to the Presbytery and the Committee on Ministry.

For Information:

Changes in Terms of Call

COM approved

- a six-month extension of the contract between the Rev. Pamela Spence Bakker and the session of Good Shepherd Presbyterian Church. She will continue as Interim Pastor, on a three-quarter-time basis, from June 29, 2022, through December 28, 2023.
- a twelve-month extension of the contract between the Rev. Thomas Reid and the session of the Newton Presbyterian Church. He will continue as Stated Supply Pastor, on a part-time basis, serving twenty hours per week, from July 1, 2022, to July 1, 2023.
- a six-month extension of the contract between the Rev. Dr. Susan DeHoff and the session of the United Presbyterian Church of Whitinsville. She will continue as Temporary Pastor, on a three-quarter-time basis, from August 1, 2022, through January 31, 2023.
- a twelve-month extension of the contract between the Rev. Katie Cole and the session of Hartford Street Presbyterian Church. She will continue as Interim Pastor, on a full-time basis, from September 22, 2022, through September 21, 2023.

Transition Updates

COM

- *concurred* with the request of the Rev. Beth Wieman and the congregation of Hyde Park Presbyterian Church, voted at a duly-called congregational meeting held on April 10, 2022, to dissolve the pastoral relationship, effective immediately after worship on April 24, 2022.
- *authorized* the Rev. Aaron Shepherd to serve as temporary moderator of the session at Hyde Park Presbyterian Church.

- *validated* the ministry of the Rev. Rick Spalding as Interim Senior Minister at Old South Church in Boston (UCC), for a period of one year, beginning on June 5, 2022.
- *validated* the ministry of Dr. So Jung Kim as Associate for Theology at the Office of Theology and Worship in the Presbyterian Mission Agency and *recommended* to the Presbytery of Boston that she be examined for ordination at a special meeting of the presbytery, held on August 24, 2022.
- *approved* the MIF from Fourth Presbyterian Church and authorized the PNC to begin the search process for an associate pastor.
- *approved* the Mission Study from Good Shepherd Presbyterian Church and authorized the church to form a PNC.

Retired Ministers

The retired ministers' group has great people in it and room for more. It usually meets monthly via Zoom. A smaller part of the group met recently in person (outdoors) for the first time since the start of the pandemic, for conversation and hymn singing. Contact the group's facilitator, Jean Southard, or another member for more information.

Deacons

The Deacons are the presbytery's pastoral care team. They are few in number but strong in spirit. We appreciate their care for our minister members and encourage you to reach out to Virginia Coakley or Amy Williams Fowler.

Other

- We currently have eight churches in transition. COM offers support and guidance to each church as it moves toward calling a new pastor.
- COM was working on family leave guidelines, to be included in the proposed Minimum Compensation Standards for 2023, before learning that GA has put forth recommendations for family leave that will soon be voted on by all the presbyteries.
- We note with pleasure the upcoming official and celebratory dedication of "The Reverend Eric Markman Interfaith Community Garden," with Rev. Markman as honored guest.
- COM approved new Pastoral Transition Guidelines, which follow this paragraph. These Guidelines are to be used as a basis for conversation by sessions and departing pastors, and they begin with the assumption that friendships endure but pastoral relationships change. The Guidelines are the result of months of discussion and are intended to be helpful to both congregations and clergy as they prepare for pastoral transitions.

Presbytery of Boston – Committee on Ministry – September 2022

**A Process for Helping Sessions Create
Pastoral Transition Guidelines**

Between a Departing/Former Pastor and the Congregation

We begin from the belief that healthy relationships between new pastors (Installed or Temporary) and their congregations develop best when former pastors (Installed or Temporary) are attentive to maintaining appropriate boundaries with the congregation.

The *Book of Order* states, “After the dissolution of the pastoral relationship, former pastors and associate pastors shall not provide their pastoral services to members of their former congregations without the invitation of the moderator of session” (G-2.0905).

Times of pastoral transition bring an emotional mix of loss and anticipation, as one pastor departs, usually for another call or at retirement, and a new pastor arrives to begin a relationship with the congregation. Again, such transitions occur with the departures and arrivals of both installed and temporary pastors. At these times, clarity about the appropriate boundaries for the departing pastor is critical, particularly for pastors who continue to reside in the area of their former church. Such boundaries are best discussed openly by the session and the departing pastor, and made clear to the congregation as a whole and the new pastor as agreed upon Pastoral Transition Guidelines.

We recognize cultural and local church traditions differ, and thereby can affect the definition of “appropriate” boundaries. This reality only reinforces the need for the session and departing pastor to take time to openly discuss, clarify and come to an agreement about the boundaries to be observed by the departing/former pastor.

We offer the following suggestions for session discussions with the departing pastor, and a sample of Pastoral Transition Guidelines that can be adapted to align with a particular congregation’s circumstances and traditions.

Committee on Ministry
Presbytery of Boston

Suggestions for Session Discussions

Historically, the areas in which a lack of clarity about boundaries have caused problems include: requests for pastoral care, preaching, or teaching; attendance at worship and participation in church activities; and requests for a former pastor to officiate at baptisms, weddings, or funerals.

The session and departing pastor are invited to discuss the following “norms” of boundaries:

- The primary responsibility for maintaining agreed upon boundaries falls upon the departing/former pastor.
- It is the responsibility of the former pastor to say, “No,” to requests from parishioners for pastoral care or services. If a former pastor responds to such requests with, “You need to ask the new pastor (or session),” it unfairly shifts the burden of saying, “No,” onto the new pastor.
- Even when a former pastor is careful not to initiate conversations about the life of the congregation and the new pastor, it is also critical to avoid such conversations if congregants seek to engage the former pastor. Former pastors should offer neither solicited nor unsolicited counsel to their former congregants. If they become concerned about developments in their former congregation, these should be communicated to the presbytery’s staff or Committee on Ministry, not to the church’s session or members.
- Normally, former pastors do not attend worship for a set period of time, often two years following their departure. This includes special services. A new pastor may invite the former pastor to attend, particularly for special events, such as dedications and anniversaries.
- If the departing pastor’s spouse/partner or other family member is a member of the congregation, and the intention is to stay in the area, future involvement should be discussed and the Committee on Ministry be informed. The two year guideline for departing pastors is also the suggested guidance for family members.
- A departing/former pastor should not agree to officiate at baptisms. Even if a family is close to the former pastor, or perhaps a family just likes the style of the former pastor, the sacrament is a covenantal act of the congregation with its current pastor as officiant. Only in a rare circumstance would a former pastor be invited to officiate.
- Normally, a former pastor will not be involved with a teaching ministry that involves former parishioners, whether at the church or elsewhere.
- Normally, a former pastor will not receive and will decline requests to preach unless they come directly from the new pastor. Here again, the former pastor should avoid replying with some form of, “I will preach if the new pastor allows me.”
- Normally, a departing/former pastor will turn down requests to officiate at funerals and weddings of church members, either at the church or elsewhere. That said, this can be most difficult for families who believe they have the right to choose someone who knows them to lead such occasions of grief and joy. It is important for a departing pastor to reveal any prior commitments made to officiate at weddings, and even any verbal agreements to officiate at members’ funerals. Particularly at the beginning of a new pastorate, it might be appropriate for a new pastor to invite a former pastor to share in such services, including inviting the former pastor to have a major role. Again, any such invitation should be initiated by the new pastor.

- There may be a period of time following a pastor's departure when there is a gap in pastoral leadership (Temporary or Installed), and the church may have supply preachers and a presbytery-designated moderator. In such situations, it can be appropriate, upon request and if willing, for a former pastor to be invited to officiate at a funeral or respond to a pastoral crisis. Such a request should be made through the designated session moderator or the Committee on Ministry liaison or chair.
- Normally, a former pastor should be free to attend funerals, including calling hours, of church members as well as weddings to which the former pastor has been invited. On such occasions, the courtesy of informing the new pastor is expected.
- Former pastors will often maintain close friendships with a few members. For openness, some former pastors choose to inform a new pastor of such relationships, with the assurance the relationships are social.
- If possible, it is both appropriate and helpful for a former and new pastor to discuss these guidelines to foster collegiality and avoid confusion.

Strategy for creating and communicating this agreement:

1. The session and departing pastor have primary responsibility for creating Pastoral Transition Guidelines, with the guidance of the Committee on Ministry liaison and/or chair.
2. Once the guidelines are created, and approved and signed by the session, departing pastor, and Committee on Ministry, they can be shared with potential new pastors in the pastoral search process for both temporary and installed positions.
3. Well before the departing pastor's last Sunday, the guidelines will be shared with the congregation as a whole, noting the departing pastor's agreement with the terms.

(Sample) Pastoral Transition Guidelines Between a Departing/Former Pastor and the Congregation

We agree that:

- The primary responsibility for maintaining agreed upon boundaries falls upon the departing/former pastor.
- It is the responsibility of the former pastor to say, “No,” to requests from parishioners for pastoral care or services.
- The former pastor will offer neither solicited nor unsolicited counsel to former congregants. If concerns arise about developments in their former congregation, these will be communicated to the presbytery’s staff or Committee on Ministry, not to the church’s session or members.
- The former pastor will not attend worship for _____ [time period] after departure, except by invitation of the new pastor.
- There is clarity as to the future relationship and involvement of the former pastor’s spouse/partner and other family members in the future life of the congregation.
- The former pastor will not officiate at baptisms, unless by rare invitation of the new pastor and session.
- The former pastor will not be involved with a teaching ministry that involves former parishioners, whether at the church or elsewhere.
- The former pastor will not receive or agree to requests to preach unless they come directly from the new pastor.
- The former pastor will turn down requests to officiate at funerals and weddings of church members, either at the church or elsewhere, except by invitation of the new pastor, or the Committee on Ministry liaison or chair.
- The former pastor will offer the courtesy of informing the new pastor when planning to attend funerals, including calling hours, of church members as well as weddings to which the former pastor has been invited.
- **Specific agreed upon exceptions to, or clarifications of the above boundaries:**

With our signatures, we acknowledge these Pastoral Transition Guidelines have been discussed and agreed to by the session and pastor, and will be communicated to the congregation.

Departing Pastor

Date

Clerk of Session

Date

COM Chair

Date



Respectfully submitted,
Kathy Barnes, Chair
Tom Reid
Kyung Moon Yoon

1. For information

- A. Information from Congregations** – Information has been gathered from the churches of the Presbytery. Demographics include age/ gender, and race/ethnicity, per the data provided through the PC(USA) Annual Statistical Reports.
- B. Information from Teaching Elders** – This past spring, the Committee sent a request for similar demographic information to all teaching elders, through the Presbytery's weekly newsletter and a link in the March 2022 meeting packet. For those that responded to that request, thank you so much! Some follow-up has been done, and a final request to all TEs is going out this month.
- C. Lunches** – The Committee hosted a lunch for pastors and clerks of the Presbytery churches in June and September. We hope to continue this opportunity for connecting across our churches.

2. For action

N/A



Synod Minutes Review

I submitted the minutes of the Presbytery for review by the Synod of the Northeast for the years 2019-2021. Due to COVID, we were not able to have our normal minutes reviews, and in the end decided to do them electronically. Normally these are done every year. In 2019 we did not have a COR report, which was noted as an exception. In 2020 we did not have communion together as a Presbytery. The minutes were approved with exceptions by the Synod of the Northeast.

Presbytery Minutes Review

Our Presbytery minutes review will be on November 15 at 7:00 PM at First Presbyterian Church of Quincy. Thank you to First Quincy for welcoming us. I have notified the clerks of session.

Whitinsville

I received the following correspondence regarding the Whitinsville Administrative Commission. The Whitinsville congregation is now under care of the Committee on Ministry as a congregation in transition.

For Action: That Presbytery dismiss the Whitinsville Administrative Commission with thanks.

From the Whitinsville Session

The Administrative Commission designated to serve the Presbyterian Church of Whitinsville, have been meeting regularly on a weekly basis since we were formed in September with the assigned task of listening to the issues as brought forth by the church as a whole and recommending a way forward for the church with the hope of unity and resolution for the congregation. We have read pages of letters and submitted documents, engaged in numerous emails and conversations, sat in on meetings of committees, and conducted focused listening sessions to discern the nature of discord and develop a plan for the future. Recommendations based on what the AC observed were presented to the parties involved. Those recommendations went unheard. The AC was viewed as an instrument of enforcing control rather than a source of guidance focused on a solution of unity. It was the conclusion of the AC that the best course of action was to pray, present a report with our conclusions, and step down. We are hopeful that the work of this past year has helped identify and address some of the discord at the church of Whitinsville. We are confident that God redeems even seasons of difficulty and continue to pray

to that end. With your blessing, the AC requests to be dissolved and dismissed from the work of Whitinsville Presbyterian Church.

Note from The Whitinsville Administrative Commission

The Administrative Commission designated to serve the Presbyterian Church of Whitinsville, have been meeting regularly on a weekly basis since we were formed in September with the assigned task of listening to the issues as brought forth by the church as a whole and recommending a way forward for the church with the hope of unity and resolution for the congregation. We have read pages of letters and submitted documents, engaged in numerous emails and conversations, sat in on meetings of committees, and conducted focused listening sessions to discern the nature of discord and develop a plan for the future. Recommendations based on what the AC observed were presented to the parties involved. Those recommendations went unheard. The AC was viewed as an instrument of enforcing control rather than a source of guidance focused on a solution of unity. It was the conclusion of the AC that the best course of action was to pray, present a report with our conclusions, and step down. We are hopeful that the work of this past year has helped identify and address some of the discord at the church of Whitinsville. We are confident that God redeems even seasons of difficulty and continue to pray to that end. With your blessing, the AC requests to be dissolved and dismissed from the work of Whitinsville Presbyterian Church.

Anti-Racism Task Force

The anti-racism task force has been on hiatus over the summer due to scheduling issues and to take a break. Their next meeting will be on October 11.

Needham and Shekinah Task Forces

I was able to orient these two groups and attend their initial meetings. At this point, they continue they have continued their work and kept me updated on meeting dates. I expect that they will have reports at our next Presbytery meeting.

General Assembly Nominating Process

As General Assembly has changed the way it meets, it is more difficult to nominate TEs and REs to attend. We currently have a process where we rotate congregations and elect TEs by seniority in the Presbytery. Historically this has worked well, but for the last two General Assemblies, the process has made it difficult to find nominees in a timely fashion. What do we think of changing this nominating process? We could still give priority to individuals who have been members for longer. I'd like to hear your feedback because I think it is a good time to review whether there needs to be a change. You can send me an email at statedclerk@presbyteryofboston.org. If we are going to make a change, I would like to start to think about proposed changes to our governing documents at our next Presbytery meeting.

2023 Presbytery Calendar

I suggest the following dates for Presbytery and council meetings in 2023. I welcome your feedback:

Presbytery Meetings

March 9
September 14
December 14

Council Meetings

January 19
February 16
April 13
May 18
June 22
(skip July Meeting)
August 17
October 19
November 16



Presbytery Council met monthly, with the exception of July, to discuss the needs of the presbytery and take action on those items which required a vote.

In May, Council approved a grant request to Presbyterian Mission Agency in the amount of \$1,666 from the First United Presbyterian Church in Cambridge in support of ongoing work with Afghan refugee families.

In July, Council voted to approve \$475 to Presbyterian Peacemaking Program in support of the visit of International Peacemaker, Rev. Nta William Nche of Cameroon. Rev. Nche will be speaking at our Presbytery meeting and at several locations around our presbytery between Sept. 29 and Oct. 4.

The Shekinah Task Force and the Needham Task Force continue to meet and to build relationships as they discern next steps in the process for each group.

Council is in need of a candidate for moderator or co-moderator for 2023. Please speak to Rev. Katie Cole, chair of nominating, if you would be interested in serving in this role!

Council will next meet on October 20, 2022 at 7 PM.

Respectfully submitted,
Rev. Trina Portillo
Moderator



On September 4, 2022, I was delighted and honored to ordain Dr. So Jung Kim to the ministry of word and sacrament in the validated ministry of Associate of Theology with the Presbyterian Mission Agency.

The service was a celebration of God's call on So Jung's life, and of her unique contributions to the ministry to which she has been called. It was a blessing to be able to include friends and family, both near and far, through online livestreaming. With gratitude for their service, the moderator requests that presbytery dissolve the ordination commission:

Rev. Rob Mark, TE, Church of the Covenant

Rev. Tom Reid, TE, Newton Presbyterian Church

Rev. Trina Portillo, TE, Presbyterian Church in Burlington

Risa Barnett, RE, First Presbyterian Church of Quincy

Sang Kang, RE, Korean Church of Boston

Sharon Wright, RE, Church of the Covenant

I have also been working with a small ad hoc team to plan for Rev. Nta William Nche's visit to our presbytery from September 28 – October 4. Many thanks to Arnold and Betty Rots, Beverly Shank, Melanie and Olivia Trottier-Micheson, who helped coordinate plans and communication for this visit. We also want to extend our gratitude to the host families to the churches who are hosting events during his stay: Good Shepherd Presbyterian Church, Newton Presbyterian Church, First Presbyterian Brookline, Clarendon Hill Presbyterian Church, and the Eliot Presbyterian Church in Lowell. There are many individuals involved in helping to coordinate all of these events, and we hope that members of the presbytery will come out and attend one or more of these opportunities! A full schedule of events will be available on the presbytery website and through the E-news. If you have any questions, please contact me at pastor@burlingtonpres.org. We also welcome Rev. Nta to our presbytery meeting tonight, as he shares some remarks about the history of the conflict in Cameroon, and current efforts toward peacemaking and justice in which he is involved through the Presbyterian Church of Cameroon.

Respectfully submitted,
Rev. Trina Portillo, Moderator

PRESBYTERIAN

CHURCH



(USA)