

# GATHERING AGENDA

## Presbytery of Milwaukee

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### Quarterly Stated Meeting

May 21, 2024

Hybrid meeting via zoom and in-person at Southminster Presbyterian Church

200 Richard Street, Waukesha, WI 53189

Elder Bill Leonard, Moderator; Rev. Kim Trimboli, Vice Moderator

**New business must be presented to the Clerk, in writing,  
[statedclerk@pbymilwaukee.org](mailto:statedclerk@pbymilwaukee.org) by 2:00 pm  
and will be docketed once received.**

Times in **bold** indicate Order of the Day.

3:30 pm Registration

**4:00 pm** Business Meeting **Sanctuary**  
Welcome and Land Acknowledgement (p. 3) Elder Bill Leonard  
Opening Prayer  
Host Church Welcome Rev. Christian Boyd

Consent Agenda (p. 6)

Introduction of New Elder Commissioners and Guests  
Introduction of New Ministers Rev. Teresa Larson  
Rev. Laurie Lyter Bright, Rev. Randy Bush, Rev. Lori Powell

GA Ministry Engagement and Support Regional Rep René Myers

Stated Clerk's Report (p. 7) Rev. Christian Boyd

Transitional Executive Presbyter's Report (p. 20) Rev. Lisa Heckman

Commission on Pastoral Ministries (p. 21) Rev. Teresa Larson

New Board of Pensions Medical Dues Update

Inquirer Morgan Edwards examination for Candidacy (p. 22) Rev. Andy Holmes

**"CPM moves that Inquirer Morgan Edwards be moved to Candidacy."**

Council (p. 23) Elder Kent Tess-Mattner

For Approval:

Updated Bylaws (p. 27)

**"Council moves that the Presbytery Assembly approve the revised and restated bylaws included in the meeting papers for this meeting."**

Updated Manual of Administrative Operations (p. 33)

**"Council moves that the Presbytery Assembly approve the Manual of Administrative Operations included in the meeting papers for this meeting."**

Caroll University/Pby Milwaukee Residency Program

Rev. Elizabeth McCord and Rev. Susan Systma Bratt

Nominating Committee  
TedTalk

Rev. Ted Anderson

**“The Nominating Committee moves to elect Kent Tess-Mattner to a one-year term on the Presbytery Planning Commission.”**

New Business

Introduction to the Relationship Hour

Rev. Scott Samuelson

5:00 pm	Relationship Hour Building on Relationships thru Matthew 25 conversations	<b>Nelson Hall</b>
<b>6:00 pm</b>	Dinner	<b>Nelson Hall</b>
<b>7:00 pm</b>	Worship Service including Holy Communion Building on Relationships: Tri-presbytery Joint worship	<b>Sanctuary</b>

## **Presbytery of Milwaukee Land Acknowledgment Information**

The Presbytery of Milwaukee is situated on the ancestral homelands of a number of Native American nations. The Bodewadmi, the Hoocqk, and the Menominee Nations continue to exist among us. Listed below is a brief history of these tribes. Other Native American nations have crossed through these lands as well including the Kiikaapoi, the Peoria, the Sauk and Meskwaki, the Ochethi Sakowin, and the Myaamia.

As religious leaders, it is our responsibility to acknowledge this historical context and to be good partners with and advocates for the tribal nations on whose trust lands we inhabit. As we continue to live into this responsibility, additional information will be added to the Presbytery's website so that everyone within our Presbytery can have access to important historical and cultural information. In addition to the brief histories listed below, a map of Wisconsin showing Native American territories around 1800 and again currently is also included. This map comes from the [wisconsinfirstnations.org](http://wisconsinfirstnations.org) website.

### The Bodewadmi Peoples

The Bodewadmi peoples are better known as the Potawatomi. They are a Native American people of the Great Plains, upper Mississippi River, and western Great Lakes region. They traditionally speak the Potawatomi language, a member of the Algonquin family. The Potawatomi are part of a long-term alliance called the Council of Three Fires, with the Ojibway and Odawa (Ottawa). In this council, the Potawatomi are considered the “youngest brother” and are referred to in this context as Bodewadmi, a name that means “keepers of the fire.”

The Potawatomi are first mentioned in French records, which suggest that in the early 17<sup>th</sup> century, they lived in what is now southwestern Michigan. During the Beaver Wars, they fled to the area around Green Bay to escape attacks by both the Iroquois and the Neutral Nation who were seeking expanded hunting grounds. It is estimated in 1658 that the Potawatomi numbered around 3,000 people.

In the 18<sup>th</sup> century, the Potawatomi were pushed to the west by European/American encroachment and eventually removed from their lands in the Great Lakes region to reservations in Oklahoma. Under Indian Removal, they eventually ceded many of their lands, and most of the Potawatomi relocated to Nebraska, Kansas, and Indian Territory (Oklahoma). Some bands survived in the Great Lakes region and today are federally recognized as tribes. In Canada, over 600 First Nation governments or bands are recognized. In the US, 574 tribes or bands are federally recognized.

### The Hocak Peoples

The Hocak peoples, also known as the Ho-Chunk, Hoocagra, or Winnebago, are a Siouan-speaking Native American people whose historic territory includes parts of Wisconsin, Minnesota, Iowa, and Illinois. The Ho-Chunk was the dominant tribe in its territory in the 16<sup>th</sup> century with a population estimated at several thousand people. Ethnologists have speculated that, like some other Siouan peoples, the Ho-Chunk may have originated along the East Coast and migrated west in pre-colonial times.

## **Presbytery of Milwaukee Land Acknowledgment Information**

Ho-Chunk oral history states that their ancestors built the thousands of effigy mounds through Wisconsin and surrounding states during the Late Woodland period. The tribe historically adopted corn agriculture, cultivated wild rice, and gathered sugar from sugar maple trees. The Ho-Chunk nation is currently working on language restoration and has developed a Hoocak-language iOS app. Since 1988, it has pursued a claim to the Badger Army Ammunition Plant as traditional territory.

Today, Ho-Chunk people are enrolled in two federally recognized tribes, the Ho-Chunk Nation of Wisconsin, headquartered in Black River Falls, and the Winnebago Tribe of Nebraska. Since the late 20<sup>th</sup> century, both tribal councils have authorized the development of casinos, including a proposed casino for Beloit, WI.

### The Menominee Peoples

The Menominee, also spelled Menomini from the Ojibwe language, are a federally recognized nation of Native Americans. Their land base is the Menominee Indian Reservation in Wisconsin. Their historic territory originally included an estimated 10 million acres in present-day Wisconsin and the Upper Peninsula of Michigan. The Menominee are part of the Algonquian language family of North America.

The Menominee have traditionally practiced logging in a sustainable manner. In 1905, a tornado swept through the reservation, downing a massive amount of timber. Because the Menominee-owned sawmills could not harvest all the downed timber before it decomposed, the United States Forest Service became involved in managing their forest. Despite the desire of the tribe and Senator Robert La Follette for sustainable yield policy, the Forest Service conducted clear cutting on reservation lands until 1926. The Department of the Interior regained control of the territory. During the next dozen years, it reduced the cutting of salable timber to 30 percent to allow the forest to regenerate. In 1952, the United States Court of Claims settled a law suit awarding the Menominee \$8.5 million for damages done to their forest.

Federal recognition of the tribe was terminated in the 1960s under a policy of the time which stressed assimilation. During that period, the Menominee brought a landmark case in Indian law to the United States Supreme Court to protect their treaty and hunting rights. The US Supreme Court found in favor of the tribe. The tribe regained federal recognition in 1973 in an act of Congress and re-established its reservation in 1975. The tribe currently has about 8,700 members.



**Presbytery of Milwaukee  
Land Acknowledgment Information**



**Map Key** \*Map from wisconsinfirstnations.org

Tribal Lands circa 1800: Present-day Native Nations:

\* Brothertown is not state or federally recognized.

## **Presbytery of Milwaukee**

### **CONSENT AGENDA**

May 21, 2024

The following items appear to be matters that require no debate. Therefore, they are listed together and will be voted upon together as one motion. However, any presbyter may request that any item of business be removed from the Consent Agenda for individual consideration. The Consent Agenda includes the written reports of presbytery committees and commissions. The moderator's contact information is included with each agenda item. Presbyters are encouraged to contact the moderator prior to the meeting with questions.

The Stated Clerk moves:

- The agenda for May 21, 2024, stated the gathering of the Presbytery be adopted. (pg. 1)
- Approve the 2024 plan to address the imbalance of ministers and elders per the Stated Clerks report. (pg. 9)
- The Minutes of February 24, 2024, stated Gathering of the Presbytery be approved. (pg. 15)

To seat as a Corresponding Member with voice:

- René Myers, GA Ministry Engagement and Support Regional Rep

To receive the following reports:

- Stated Clerk (p. 7)
- Transitional Executive Presbyter (p. 20)
- Commission on Pastoral Ministries (p. 21)
- Council (p. 23)
- Personnel (p. 60)
- Commission on Congregational Vitality (p. 61)
- Commission on Transitional Ministries (p. 62)
- Disaster Preparedness & Response Task Force (p. 63)
- Vernon Administrative Commission (p. 64)
- Foundation Financial Reports, April 30, 2024 (pg. 65)
- 2023 Presbytery of Milwaukee Foundation Annual Report (pg. 69)

To record the business meeting of the Presbytery for drafting the written minutes that, when approved, will become the official record of this meeting's business. The recording will not be retained after the draft minutes are prepared.

## Presbytery of Milwaukee

### STATED CLERK'S REPORT

May 21, 2024

**REMINDER: G-3.0106** “All councils shall adopt and implement the following policies: a sexual misconduct policy, a harassment policy, a child and youth protection policy, and an antiracism policy. Each council’s policy shall include requirements for boundary training which includes the topic of sexual misconduct, and child sexual abuse prevention training for its members at least every thirty-six months.”

- Templates for Churches: <https://www.pbymilwaukee.org/forms--policies.html>
- Synod Resources: <https://www.lakesandprairies.org/for-presbyteries-congregations>
- Synod Introduction to Boundary Training for Sessions: <https://www.lakesandprairies.org/resources/boundary-training>
- See Rev Ann Gibbs about utilizing the Presbytery’s Safe Gatherings account to do boundary training that will satisfy the Book of Order requirements for those who work with children, youth, and vulnerable adults.
- All Deacons, Ruling Elders, and Ministers are Mandatory Reporters (G-4.0302). If a person in the ordered ministry fails to report, they may face civil charges as well as ecclesiastical discipline. The State of Wisconsin also lists other people who are considered mandatory reporters. For free training, go to: <https://media.wcwpds.wisc.edu/mandatedreporter/>

#### **Annual Session Administrative Review Report**

- Jerusalem 2023 minutes, rolls, manual, and bylaws approved with no exceptions.
- Second Racine 2023 minutes, rolls, manual, and bylaws approved with no exceptions.
- Heritage 2022 and 2023 minutes, rolls, manual, and bylaws approved with no exceptions.

All Sessions are required to have their minutes, rolls, manual, and bylaws reviewed by the Stated Clerk each year per the *Book of Order* and the Presbytery’s Manual of Administrative Operations. This can be done by presenting the documents to the Stated Clerk at any Presbytery Gathering or by making an appointment.

#### **Annual Statistic Report**

Please find attached the following reports:

- 2023 Annual Church Statistic Report Overview of Churches of the Presbytery; and
- 2023 Sessions who successfully filed their annual statistics reports with the Office of the General Assembly.
- The 2023 active membership numbers will be the basis of the 2025 Per Capita assessment to the presbytery by the General Assembly and Synod (5117 active members as of 1/1/2024).

#### **Annual Administrative Review by the Synod**

The Stated Clerk submitted the required documents of the Presbytery of Milwaukee, which included 2023 minutes, rolls, manual, and bylaws, to the Synod for the annual administrative review on May 6-7, 2024. All were approved without exceptions.

**Church Discipline Notice (D-7.05)**

The Office of the Stated Clerk of the Presbytery of Milwaukee received an allegation of offence by a member of the presbytery. It has been forwarded to an Investigating Committee for review and process under Church Discipline.

**The 2024 Commission/Committee Moderators Report**

- Commission on Congregational Vitality - Claudia Grace (E) Covenant, Racine
- Commission on Pastoral Ministries - Teresa Larson (M) Immanuel
- Commission on Transitional Ministries - Lee Tan (E) Forest Park and Will Houts (M) Living Hope
- Council - Kent Tess-Mattner (E) West Granville
- Foundation President - Kevin Sjostrom (E) Wauwatosa
- Nominating Committee – katie Ebel (M) faith Springs
- Personnel Committee - Tracey Pomeroy (E) Forest Park
- Presbytery Planning Commission - Judy Jaggard (E) Rock Prairie

**ANNUAL REPORT OF THE STATED CLERK TO THE PRESBYTERY OF MILWAUKEE  
YEAR 2023**

Number of Churches in the Presbytery 1/1/24	41
PCUSA Minister Members of the Presbytery 1/1/24	97
<u>2023 Roll Changes Recorded with Office of the General Assembly</u>	
ORD	Lisa Lynne Kirkpatrick
DISM	Kathryn Dianna Bell to Northern Waters
DISM	Nicole Melara to Blackhawk
RECV	John Dillon from Blackhawk,
RECV	Lisa S Heckman from Susquehanna Valley
RECV	Jeannine Oakes Daugherty from Pacific
DISLV	First, Horicon

**2022 REPORT ON THE IMBALANCE OF MINISTER AND ELDER REPRESENTATION  
IN THE PRESBYTERY OF MILWAUKEE**

When the number of resident ministers entitled to vote in the presbytery is greater than the number of elders so entitled, the imbalance will be addressed according to G-3.03, and it is recommended that additional elder commissioners be empowered according to their committee/commission membership.

**MINISTER MEMBERS OF THE PRESBYTERY**

Minister Members on the Rolls January 1, 2024	106 (include Ecum)
Less non-resident Ministers and non-active HR Ministers	-46 HR
	-05 Non-Res

**REGULARLY VOTING MINISTER MEMBERS** **55**

**ELDER COMMISSIONERS FROM CHURCHES**

One vote	41
Two votes*	2

\*Churches reporting a membership of over 500 in the 2022 GA Statistics  
Mequon, Crossroads  
Milwaukee, Immanuel

**REGULARLY VOTING ELDERS** **43**

**IMBALANCE (Ministers minus Elders)** **12**

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**The Stated Clerk moves that the imbalance of ministers and elders be addressed as follows:**

That the imbalance of minister and elder representation be addressed, effective May 21, 2024, by allowing ruling elders who are elected to a committee of Presbytery, Commissioned Ruling Elders with a commission, Certified Christian Educators, members of administrative commissions, GA/Synod commissioners and YADS, Treasurer, and Associate Stated Clerk to attend Presbytery as voting members.

Votes given to Elder members of the following standing committees and commissions of presbytery:

CCV	2
CTM	2
CPM	2
Council	2
Nominating	1
Foundation	1
Commissioned Pastor(s)/Ruling Elder(s)	1
Admin Commission Ruling Elders	0
Synod Commissioner/YAD	0
GA Commissioner	1
<u>GA Young Adult Advisory Delegate</u>	<u>0</u>
Total	12

**This would empower 12 additional Elder Commissioners.**

**Minister and Commissioned Pastor Roll of the Presbytery of Milwaukee as of 2024**

<b>First_Name</b>	<b>Last_Name</b>	<b>Occ_Code</b>	<b>Church</b>	<b>Ordination Date</b>	<b>Ordaining Presbytery</b>
Dee Martin	Anderson	101	9441	8/18/1985	Milwaukee
Nicole Anne	Blanks	101	9406	10/23/2016	Milwaukee
Susan A Sytsma	Bratt	101	9445	6/14/2009	Detroit
Christopher E	Davis	101	9402	12/6/2009	Baltimore
David Flagg	Ewing	101	9372	8/27/2000	Milwaukee
Andrew	Holmes	101	9462	10/24/2004	Detroit
Bruce A	Jones	101	1943	7/21/1996	Albany
Matthew A	Lee	101	9431	12/11/2017	ELCA/Milwaukee
Lance Howard	Loveall	101	9412	5/3/1998	Prospect Hill
Brett Jeffery	Swanson	101	9437	9/30/2007	San Jose
Kimberly B	Trimboli	101	9439	5/27/2012	Scioto Valley
Darren W	Utley	101	9433	4/27/2014	James
Robert Winters	Ater	103	9420	9/26/2004	Miami Valley
Teresa	Larson	103	9420	10/4/2020	Lake Michigan
Scott David	Samuelson	103	9445	2/28/2010	Chicago
Susan	Stoll	103	9420	5/3/2015	Milwaukee
Theodore V	Anderson	105	9419	9/18/1994	Milwaukee
Michelle	Henrichs	105	9449	10/11/2014	Milwaukee
Cathy	Manthei	107	9444		Milwaukee
Katherine	Ebel	108	1634	10/21/2018	Milwaukee
Jennifer Ann	Gleichauf	108	10198	2/19/2006	Milwaukee
Willem Paul	Houts	108	9447	11/14/2004	Milwaukee
Paul F	Hudson	108	9410	6/20/1968	Redstone
Lori C	Patton	108	9463	2/21/1988	Milwaukee
Sarah	Walker Cleaveland	108	10198	2/15/2015	Genesee Valley
David	Simmons	155	9436		Episcopal
LaQuetta	Clippis	158	9446		Independent
Patricia	Eckert	158	9426		Quaker
Steven	Erkel	158	9371		NACCC
Robert	Koepcke	158	11054		UCC
Beth	Patton	191	9418	1/18/2015	Milwaukee
Lisa Lynne	Kirkpatrick	193	9437	1/8/2023	Milwaukee
John K	Baumann	299			
Debra Jo Ann	Bergeson-Graham	299		6/19/1983	Great Rivers

Joanne	Bernhardt	299		11/6/1983	Boston
Deborah A	Block	299		11/19/1977	Milwaukee
Jeffrey	Carlson	299		9/21/1980	John Knox
Terrell H	Cistrunk	299		10/16/2005	Milwaukee
Melanie Hammond	Clark	299		8/4/1984	Philadelphia
Donald R	Clarke	299		6/15/1969	
Martha	Coons	299		8/23/1998	Milwaukee
Volina	Cross-Dukes	299		10/26/2003	Milwaukee
James A	DeCamp	299		9/11/1983	Palo Duro
John	Dillon	299		1/1/1985	
Jean	Dow	299		12/2/2001	Chicago
James C	Fisher	299		5/28/1958	
William R	Grimbol	299		8/1/1976	
James	Guyer	299		10/2/1983	Lehigh
Karen	Hagen	299		4/26/1998	Milwaukee
Dorothy	Halverson	299		1/9/1994	
John D	Hansen	299		10/2/1994	Missouri Union
Terrance P	Hennesy	299		5/1/1983	Des Moines
Judith	Holmes-Jensen	299		6/10/2007	Winnebago
William H	Johnstone	299			
Keith E	Jones	299			
Barbara	Jordan	299		6/1/2002	St Augustine
Garrett J	Kamerling	299			
Gerald L	Kramer	299		12/13/1981	Twin Cities Area
Alan S	McCalister	299		7/10/1977	
Susan R	McKeegan-Guinn	299		7/13/1986	Arkansas
James Dean	Millar	299		6/30/2002	Chicago
Victoria	Millar	299		8/19/2001	Detroit
Catherine	Neal	299		10/19/2003	Milwaukee
David	Perkins	299		6/20/1982	Giddings-Lovejoy
William	Petterson	299		9/10/1989	Great Rivers
James M	Rand	299		11/22/1981	Giddings-Lovejoy
Gary	Schultz	299		9/13/1968	
Elizabeth B	Stafford	299		5/3/1992	Milwaukee
Ian Anthony	Stirrat	299			
James Harold	Swanson	299		9/14/1986	Twin Cities Area
Dee	Talley	299		9/29/1985	Northern Waters

Leanne Kelly	Talley	299		2/14/1982	Lake Michigan
Kevin George	Tarvid	299		10/4/1992	Winnebago
Robert W	Timberlake	299			
Thomas R	Wanner	299		9/1/1969	Carlisle
Carol	Wickersham	299		10/3/1982	San Francisco
Thomas L	Williams	299			
Roger L	Woehl	299		6/10/1973	Winnebago
Thomas H	Woehrle	299		7/31/1960	Chicago
William W	Zieche	299		4/29/2001	Milwaukee
Mark	Fraley	301		11/20/2021	Milwaukee
Dan	Gonzales Ortega	301			PC Mexico
Lisa S	Heckman	302		9/19/1998	Kiskiminetas
Ann Rane	Gibbs	305		9/30/2001	Lake Huron
Mary Lynn	Serovy	404		7/17/1994	North Central Iowa
Antonio	Lucio	501		4/22/1989	Milwaukee
Elizabeth EP	McCord	641			UCC
Thomas H	Goetz	644		6/25/1989	Milwaukee
Kerri North	Allen	701		10/8/2011	Twin Cities Area
Michael G	Evanchak	701		12/12/2010	Whitewater Valley
Erin L	Hittle	701		2/13/2011	Milwaukee
Traci	Houts	701		8/29/2004	North Central Iowa
Sarah	Jordan	701		10/15/2017	Chicago
Meagan	Ludwig	701		12/15/2018	Mission
Steven	Fringer	791		9/26/1993	Milwaukee
Mary	Carlin	797		1/4/2014	Milwaukee
Julie Ann	Craig	797		6/6/2004	Milwaukee
Barbara	Horner-Ibler	797		9/18/1983	Winnebago
Paige	Loveall	797		3/8/1998	San Joaquin
Lisa Lynn	McCullough	797		2/9/2003	Los Ranchos
Fiona A	Nicolaisen	797		10/18/1986	Susquehanna Valley
Jeannine	Oakes Daugherty	797		5/2/2015	Chicago
Stephanie	Steiner	797			
Adam	Walker Cleaveland	797		11/27/2011	San Francisco
Christian D	Boyd	101 303	3024	10/28/2001	Mid-Kentucky

**Serving a Congregation:** Pastor or Co-Pastor (101); Associate Pastor (103); Interim Pastor or Interim Associate (105); Commissioned Ruling Elder (107); Temporary Pastoral Relationship (108); Pastor Emeritus/Emerita (109)



**Member of Another Denomination:** Pastor or Co-Pastor (151); Associate Pastor (153); Interim Pastor or Interim Associate (155); Temporary Relationship (158); Designated Pastor (191); Designated Associate Pastor (193)

**Retired Member of the Presbytery (299)**

**Mid Councils:** Organizing Pastor or Evangelist (301); Executive (302); Stated Clerk (303); Executive and Stated Clerk (304); Mid Council Staff (305); Missionary (306); Mid Council Emeritus/Emerita (309)

**General Assembly Entities:** Chief Executive Officer (402); Agency Staff (403); Field Staff (404); Missionary or Fraternal Worker (405)

**Serving Another Denomination, Ecumenical Agency, or Non-Denominational Agency:** Pastor or Co-Pastor (501); Associate Pastor (503); Temporary Pastoral Relationship (505); Stated Supply (506); Chief Administrative Officer (562); Staff (565)

**Educational Institute:** Pastor/Chaplain (641); Chief Administrator (642); Administrative Staff (643); Education Institute Faculty (644); Student (648)

**Serving Other Institutions:** Pastor/Chaplain (701); Chief Administrator (702); Staff (703)

**Military:** Air Force Chaplain (741); Army Chaplain (751); Navy Chaplain (761); Veterans Administration Chaplain (771)

**Other:** Other Validated Ministry (791); Ruling Elder Commissioned to Validated Ministry (792); Inactive (795); Exclusion from Office (796); Member At Large (797)

**Certified Church Service (G-2.11)**

None as of January 1, 2023

**Preparation for Ministry: Roll of those Under Care of the Presbytery (G-2.06)**

**Inquirers**

Morgan Edwards (Member, Wauwatosa; MDiv from Princeton anticipated May 2025)

Lance Jones (Ruling Elder, Good Shepherd Trinity; MDiv from McCormick completed, May 2011)

Gina Struensee (Ruling Elder, Grace, Beaver Dam; MDiv from Dubuque completed, May 2023)

**Candidates**

Madeline Lannon (Member, Faith Springs; MDiv from Princeton completed, May 2023)

Sara Zallar (Member, Tippecanoe; MDiv from Western Seminary anticipated December 2025)

**Churches of the Presbytery of Milwaukee**

NAME	LOCATION				PIN
Apostle	West Allis	West Allis	WI	Milwaukee	10690
Bethesda	Waukesha	Waukesha	WI	Milwaukee	9463
Calvary	Milwaukee	Milwaukee	WI	Milwaukee	9417
Christ United	Milwaukee	Milwaukee	WI	Milwaukee	9446
Covenant	Racine	Racine	WI	Milwaukee	10198
Crossroads	Mequon	Mequon	WI	Milwaukee	9445
Delafield	Delafield	Delafield	WI	Milwaukee	9406
Faith	Franklin	Franklin	WI	Milwaukee	9418
Faith Springs	Pewaukee	Pewaukee	WI	Milwaukee	1634
First	Clinton	Clinton	WI	Milwaukee	9374
First	Janesville	Janesville	WI	Milwaukee	9379
First	Kenosha	Kenosha	WI	Milwaukee	9412

First	Racine	Racine	WI	Milwaukee	9433
First	Waukesha	Waukesha	WI	Milwaukee	9436
First	Richfield	Richfield	WI	Milwaukee	9444
Forest Park	New Berlin	New Berlin	WI	Milwaukee	9439
Good Shepherd Trinity	Milwaukee	Milwaukee	WI	Milwaukee	9428
Grace	Beaver Dam	Beaver Dam	WI	Milwaukee	9402
Grace	Milwaukee	Milwaukee	WI	Milwaukee	9419
Grace United	Fort Atkinson	Ft Atkinson	WI	Milwaukee	11054
Greenfield Avenue	West Allis	West Allis	WI	Milwaukee	9440
Heritage	Muskego	Muskego	WI	Milwaukee	9449
Immanuel	Milwaukee	Milwaukee	WI	Milwaukee	9420
Jerusalem	Wales	Wales	WI	Milwaukee	9462
Kettle Moraine United	Hartland	Hartland	WI	Milwaukee	9431
Linn	Lake Geneva	Lake Geneva	WI	Milwaukee	1766
Lisbon United	Sussex	Sussex	WI	Milwaukee	2249
Living Hope	Menomonee Falls	Menomonee Falls	WI	Milwaukee	9447
North Lima	Lima	Whitewater	WI	Milwaukee	9443
North Shore	Shorewood	Shorewood	WI	Milwaukee	9425
Ottawa	Dousman	Dousman	WI	Milwaukee	9407
Rock Prairie	Janesville	Janesville	WI	Milwaukee	1943
Second	Racine	Racine	WI	Milwaukee	9434
Southminster	Waukesha	Waukesha	WI	Milwaukee	3024
Sun Valley	Beloit	Beloit	WI	Milwaukee	9372
Tippecanoe	Milwaukee	Milwaukee	WI	Milwaukee	9426
United Church of Beloit	Beloit	Beloit	WI	Milwaukee	9371
Vernon	Big Bend	Big Bend	WI	Milwaukee	2183
Wauwatosa	Wauwatosa	Wauwatosa	WI	Milwaukee	9437
West Granville	Milwaukee	Milwaukee	WI	Milwaukee	9441

**Presbytery of Milwaukee  
Presbyterian Church (USA)  
Stated Meeting Minutes  
2/24/2024**

The Presbytery of Milwaukee held its quarterly stated meeting, a hybrid meeting in-person and by Zoom on Saturday, February 24<sup>th</sup>, 2024, at Linn Presbyterian Church in Lake Geneva.

The documents and motions for the meeting were distributed electronically with the agenda, and then as supplemental papers. All documents and reports of this meeting may be found in the following Appendix.

**ROLL:** The Roll was taken; a quorum was present as follows:

Ministers enrolled by the Presbytery:

(Present, Absent, Excused. Post-nominal "R" indicates Retired)

<u>Kerri North Allen</u>	<b>Rev. Dan Gonzalez Ortega</b>	Victoria Millar, R
<b>Theodore V Anderson</b>	William R Grimbol, R	James Dean Millar, R
<b>Dee Anderson</b>	James Guyer, R	Catherine Neal, R
<b>Robert Ater</b>	Karen Hagen, R	<b>Fiona A Nicolaisen</b>
John K Baumann, R	Dorothy Halverson, R	<b>Jeannine Oakes Daugherty</b>
Debra Jo Ann Bergeson-	John D Hansen, R	<b>Beth Patton</b>
Graham, R	<b>Terrance P Hennesy, R</b>	<b>Lori C Patton</b>
Joanne Bernhardt, R	<b>Lisa Heckman</b>	David Perkins, R
<b>Nicole Blanks</b>	<b>Michelle Henrichs</b>	William Petterson, R
<b>Deborah Block, R</b>	Erin L Hittle	James Rand, R
<b>Christian D Boyd</b>	<b>Andrew Holmes</b>	Scott David Samuelson
Susan A Sytsma Bratt	<u>Judith Holmes-Jensen, R</u>	Gary Schultz, R
Mary Carlin	<b>Barbara Horner-Ibler</b>	Mary Lynn Serovy
Jeffrey Carlson, R	<u>Traci Houts</u>	<u>David Simmons</u>
Terrell H Cistrunk, R	<b>Will Houts</b>	Elizabeth B Stafford, R
Melanie Hammond Clark, R	Paul F Hudson	Stephanie Steiner
Donald R Clarke, R	William H Johnstone, R	Ian Anthony Stirrat, R
<b>Martha Coons, R</b>	Keith E Jones, R	Susan Stoll
Julie Ann Craig	<b>Bruce A Jones</b>	<b>Brett Jeffery Swanson</b>
Volina Cross-Dukes, R	Barbara Jordan, R	<b>Susan Sytsma Bratt</b>
Christopher E Davis	Sarah Jordan	Dee Talley, R
James A DeCamp, R	Garrett J Kamerling, R	Leanne Kelly Talley, R
John Dillon, R	<b>Lisa Lynne Kirkpatrick</b>	Kevin George Tarvid, R
<b>Jean Dow, R</b>	Robert Koepcke	Robert W Timberlake, R
Katherine Ebel	Gerald L Kramer, R	<b>Kimberly B Trimboli</b>
<b>Trish Eckert</b>	<b>Teresa Larson</b>	Darren W Utlej
Steven Erkel	<b>Matthew Lee</b>	Sarah Walker Cleaveland
Michael G Evanchak	<b>Lance Loveall</b>	Adam Walker Cleaveland
<b>David F Ewing</b>	<b>Paige Loveall</b>	Thomas R Wanner, R
James C Fisher, R	Antonio Lucio	Carol Wickersham, R
Mark Fraley	Meagan Ludwig	Thomas L Williams, R
Steven Fringer	Alan McCalister, R	Roger L Woehl, R
<b>Ann Gibbs</b>	<b>Elizabeth McCord</b>	Thomas H Woehrle, R
Jennifer Ann Gleichauf	Lisa Lynn McCullough	William W Zieche, R
Thomas H Goetz	Susan R McKeegan-Guinn, R	

Churches represented by Ruling Elders <b>named</b> , not represented (NR), or <u>excused</u>		
Beaver Dam, Grace		
Beloit, United Church of Beloit		
Beloit, Sun Valley	<b>Tim Whitney</b>	
Clinton, First	<b>Melissa Manthei-Pfeifer</b>	
Delafield, Delafield		
Dousman, First of Ottawa		
Fort Atkinson, Grace United		
Franklin, Faith	<b>Judy Bell</b>	
Hartland, Kettle Moraine		
Horicon, First		
Janesville, First	<b>Joyce Shanks</b>	
Janesville, Rock Prairie	<b>Jackie Davis</b>	
Kenosha, First		
Lake Geneva, Linn		
Menomonee Falls, Living Hope	<u>Michael Brady</u>	
Mequon, Crossroads	<b>Robin Johnson</b>	<b>Thomas Taylor</b>
Milwaukee, Calvary		
Milwaukee, Christ	<b>Freda Johnson</b>	
Milwaukee, Grace	<b>Donna Elmer</b>	
Milwaukee, Immanuel	<b>Lindsey McKee</b>	-----
Milwaukee, Tippecanoe	<b>John Risberg</b>	
Milwaukee, Good Shepherd	<b>Monica Gramling</b>	
Milwaukee, West Granville	<b>Deb Bascom</b>	
Muskego, Heritage	<b>Steven Seeker</b>	
New Berlin, Forest Park		
Pewaukee, Faith Springs		
Racine, Covenant		
Racine, First		
Racine, Second	<b>Linda Beesley</b>	
Richfield, First		
Shorewood, North Shore	<b>Melanie Maddux</b>	
Sussex, Lisbon		
Wales, Jerusalem	<b>David Carr</b>	
Waukesha, Bethesda		
Waukesha, First		
Waukesha, Southminster	<b>Marcelo Barros</b>	
Wauwatosa, Wauwatosa		
West Allis, Apostle	<b>Marilyn Stone</b>	
West Allis, Greenfield Avenue		
Whitewater, North Lima		

<b>Elders voting by virtue of office:</b>	
Commissioned Ruling Elder	<b>Cathy Manthei</b>
Treasurer	<b>Steve Carlton</b>
CTM	<b>Eddy Hale</b>
	<b>Lee Tan</b>
	<b>Cindy Thomas</b>
CPM	-----
Council	<u>JP Kastner</u>
	<b>Bill Leonard</b>
	<b>Ben Neal</b>
	<b>Kent Tess-Mattner</b>
CVC	<b>Cindy Stigler</b>
Foundation	-----
Nominating	-----
Personnel	<b>Tracey Pomeroy</b>
Visitors – No vote	<b>Gary Beasly, Kathi Ewing, Gerald (Jerry) Gapinski, Robin Johnson, Ed Robbins, Michele Robbins, Jim Schleif, Joyce Shanks, Laurie VanderJagt, John Woodbury</b>
Staff – No vote	<b>Kate Hopta, Steph Gallagher</b>
Inquirers and Candidates	<b>Inq. Gina Struensee</b>
Corresponding Members	<b>Elder Beth VanGorp, Calvary, Representing</b>

**ROLL SUMMARY – Voting Members**

	Present	Excused
Ministers – Voting	33	4
Ruling Elders – Voting	29	2
<b>TOTAL</b>	<b>62</b>	<b>6</b>
Corresponding	2	0
Inquirers	1	0
Candidates	0	0
Visitors	8	0
Staff	2	0
<b>Total Attendance</b>	<b>75</b>	<b>6</b>

**The meeting of the Presbytery was called to order at 10:05 am. The Presbytery Moderator, the Rev. David Ewing, welcomed everyone to the hybrid presbytery gathering with both in-person and Zoom attendance. The Moderator declared a quorum and began with a land acknowledgement giving attention to the detailed description found in the papers and opened with prayer.**

*We acknowledge that the Presbytery of Milwaukee is situated on the ancestral homelands of the Kiikaapoi, the Peoria, the Hoocqk, the Bodéwadmi, the Menominee, the Sauk and Meskwaki, the Myaamia, and the Očhéthi Šakówiŋ nations. We acknowledge our complicity through our Presbyterian heritage in the erasure of native peoples and their cultures, in addition to their forcible removal and the taking of their lands. We make this land acknowledgement with repentance for the damage and devastation brought on these peoples and on the individuals, and we give thanks that Indigenous people continue to live in this area and celebrate their traditional teachings and lifeways. We recognize and give honor to our Indigenous siblings with an honest heart.*

**Rev. Carol Wickersham welcomed the presbytery to Linn Presbyterian Church** and oriented the assembly to the campus.

The request to pull the Foundation report from the **Consent Agenda**, and report will be re-submitted for the May meeting. The Council report was removed and will be addressed at the time docketed for the Council.

**Motion to adoption of the Consent Agenda, and to include the 2023 financial reports found in the supplemental papers. Seconded, and approved.**

**The presbytery welcomed new Ruling Elders Commissioners and Minister members.** Elder Beth Vangorp from Calvary, representing Habitat for Humanity, was welcomed and seated as a Corresponding Member. Mr. Jim Schleif, Director of United Church Camps (UCCI), was welcomed and invited to speak by the Moderator.

Jim Schleif, Director of UCCI, shared about the **United Church Camps 2024.**

**Commission on Congregational Vitality** report was presented by the Rev. Ann Gibbs.

The Rev. Lisa Heckman gave the **Transitional Executive Presbyter's Report.**

**Commission on Pastoral Ministries** report was presented by the Rev. Teresa Larson.

**Motion to approve the updated Personnel Policy. Approved.**

**Motion to approve the updated Ethical Conduct Policy. Approved.**

**Motion to approve the updated Commissioned Pastor Policy (Second Read). Approved.**

Commissioned Pastor Cathy Manthei abstained from the vote on the Commissioned Pastor Policy.

**Commission on Transitional Ministries** report was presented by the Rev. Will Houts.

**Motion to approve the updated Enrollment of Pastors from Other Christian Churches Policy (Second Read). There was a discussion. Approved.**

**The Nominating Committee** report was given by Rev. Lance Loveall.

**Motion: elect Kate Puta as Young Adult Advisory Delegate and approve Morgan Grace Edwards as an alternative Theological Student Advisory Delegate for Princeton Seminary to the 2024**

**General Assembly of the Presbyterian Church (USA). Both are members of Wauwatosa. Nominations were closed having heard no other nominations from the floor. Approved**

Elder Kent Tess-Mattner presented the **Presbytery Council** report.

**The Council moved that the Assembly approve the following persons to a three-year term on the Nominating Committee: Elder Alma Miriam Montalban Espinoza (San Jose) and the Rev. Theodore Anderson. Nominations were closed having heard no other nominations from the floor. Approved**

The Council removed the motion to elect a person to the Personnel Committee. The nomination was removed as the person nominated was no longer able to serve. The Restated Bylaws (First Read) and Restated Manual of Administrative Operations (First Read) were presented. The two documents will be re-presented at the May presbytery meeting as Second Read and moved for adoption. Elder Tess-Mattner shared about the request from the Office of the Stated Clerk to host the 2026 General Assembly. The Committee on the General Assembly approved and will present Milwaukee as the site for the 2026 Assembly. There was a question to the Presbytery Council regarding the process by which the presbytery made the decision and who makes the decision, especially regarding financial and volunteers. **Motion to receive the Council report into the minutes as amended, seconded.** Discussion proceeded, including update on the General Assembly, reading the letter from the Office of the General Assembly, which was included in the report. **Approved.**

**The Bills and Overtures Committee** report was given by the Rev. Kim Trimboli.

**Motion: Request for Authoritative Interpretation regarding the Directory for Worship and Virtual Communion. Approved.**

**With no new business, the presbytery adjourned with prayer the business portion of the meeting at 11:28 am** to the docketed Education Hour, Choir Practice, followed by Lunch, and concluded with this year's Heritage Shelter Worship Service and the installation of the new presbytery officers, Moderator, Vice Moderator, and Stated Clerk, as well as commissioning the members of presbytery commissions and committees.

Respectfully submitted,

Rev. Christian Boyd, Stated Clerk

These minutes were approved on

*The remainder of this page was left intentionally blank.*

# **Transitional Executive Presbyter Report**

*May 21, 2024*

As usual, I have been out and about these past 3 months, both within and outside the presbytery. Since our February Gathering, I have visited **10** churches for worship and/or preaching and **11** session meetings. There continue to be conversations with pastors, presbytery leaders, and staff, and conversations regarding particular churches or ministry situations. I still attend most of the regularly scheduled meetings of presbytery groups. In April I had the opportunity to meet some of our retired pastors at a lunch hosted by CPM.

April was also a busy travel month. First there was the Synod of Lakes and Prairies Leadership Conference in Buffalo, MN. Next I flew to Denver with CPM moderator, Teresa Larson, to learn about the changes coming to the Board of Pensions medical program in 2025. Finally, I attended the in-person Synod meeting in Farmington MN at the end of the month.

## **Connections beyond the Presbytery**

My role as Transitional Executive Presbyter has me connecting with other organizations on your behalf. These are the organizations I've interacted with since February: 3 Presbyteries: Winnebago, John Knox, Milwaukee; ynod of Lakes and Prairies Monthly Presbyter Forum; Presbyterian Homes of Wisconsin Board, including the dedication of the Towner Crest campus, named in honor of Rev. Margaret Towner; and Interfaith Conference of Milwaukee.

## **Staff News**

Both Stated Clerk Christian Boyd and Associate for Ministry Vitality Ann Gibbs will be taking sabbaticals later this year. Christian will be away September, October, and November. Ann's splitting her time over September, October, and December. The presbytery will need a stated clerk *pro tem* for both the September and November gatherings. As the time for the sabbaticals gets closer, I will be in discussion with both Ann and Christian on how we will manage in their absence.

As has been announced elsewhere, Temporary Administrative Manager Stephanie Gallagher resigned as of 5/9. Unfortunately, much of her work did not get done in the month before that, leaving us now scrambling to find what is outstanding, especially financially. I have been doing the admin prep work for the Gathering with assistance from Kate Hopka. At the same time, Christian Boyd and treasurer Steve Carlton are addressing the financial needs. As I write this, it was just announced that Chris Halverson will give us a couple of hours a week to manage check writing and deposits until Steph's position is filled.

I will be monitoring Steph's email account, while general phone calls to the presbytery will be routed to Ann Gibbs. If you have any questions or concerns, please contact me at [lisa@pbymilwaukee.org](mailto:lisa@pbymilwaukee.org) or 414.292.2743.

**Please be patient with us while we navigate this time until a new admin is hired.**

*Lisa*



# **Report from the Commission on Pastoral Ministries**

*for the May 21, 2024 meeting of the Presbytery of Milwaukee*

prepared and submitted respectfully by CPM Moderator Teresa Larson

## **Members:**

Teresa Larson (moderator), Andy Holmes (vice-moderator), Nancy Ponstein (clerk), Karen Hagan, Brett Swanson, Sara Miles, Sarah Walker Cleaveland  
Ann Gibbs, Associate for Ministry Vitality

## **Under Care:**

Morgan Edwards (Wawautosa; MDiv from Princeton anticipated May 2025)--Inquirer  
Lance Jones (Good Shepherd Trinity; MDiv from McCormick completed, May 2011)--Inquirer  
Madeline Lannon (Faith Springs; MDiv from Princeton completed, May 2023)—Candidate  
Gina Struensee (Grace, Beaver Dam; MDiv from Dubuque completed, May 2023)--Inquirer  
Sara Zallar (Tippecanoe; MDiv from Western Seminary anticipated December 2025) – Candidate

## **Work of the CPM:**

CPM joyfully welcomes three new ministers to the presbytery: Rev. Dr. Laurie Lyter Bright (Validated Minister, Presbyterian Peace Fellowship), Rev. Dr. Randy Bush (Interim Pastor, Immanuel), and Rev. Lori Powell (Pastor, Grace United).

Annual consultations with Madeline Lannon and Gina Struensee have been completed since the February presbytery meeting.

The commission continues its work in organizing gatherings for fellowship and connection across the presbytery. Many thanks to Lisa and Ann for hosting a Lenten worship and dinner gathering in March, and to Jean Dow and Terry Hennesy for organizing a gathering of retired ministers in late April.

## **Items for the presbytery:**

Report on joint CPM/CTM meeting with Rev. Ken Green from the Board of Pensions  
Morgan Edwards—move to candidacy

## Statement of Faith Journey—Morgan Grace Edwards

I grew up in St. Alphonsus Parish Greendale and received all my childhood sacraments (Baptism, First Communion, & Confirmation), as according to the Catholic faith, there. During my time in the Catholic church, I was very active, completing volunteering events as well as teaching Sunday school to first graders, tenth graders, and eleventh graders. I was highly supported by my large Polish Catholic family and the faith leaders there and it is in that place (well really in a space adjacent to that church) that I can articulate one of the first times that I strongly felt called or at least interception from God on my life. It was in that place that I decided to help foster spiritual journeys for many young people whether that was in Christian Education or accompaniment through the Sacraments, namely Confirmation. When I look back on those first 18 years of my life, I am very thankful for it in many ways. I was thankful for my parents to bring me up in faith, even if it is not the faith of my adulthood, for it gave me roots for which to grow my faith to where it is now. We know the Parable of the Sower, I feel that I had been sown in deep, good, rich soil. I am also thankful that that place gave me the words to now articulate to you how I sense and feel God. As I moved into college at Carroll University, this is where I truly had my first sense of calling to the Ordination process with intent of becoming a Minister of Word and Sacrament. I spent 3 of my 4 years at Carroll serving on the Student Ministry team. It was in this capacity that I grew, I began to learn and dig into the theology presented by the PCUSA, I learned leadership under the scope of Pastoral Care in leading the ministry team, small bible studies, and other official services alongside Rev. Elizabeth McCord. Through these events, conversations, and support from a loving community I was able to receive my distinct call to ministry in the Ordination service of Rev. Mark Fraley at Wauwatosa Presbyterian. That night I spoke aloud in tears and haste to Elizabeth and our resident, Jackie, that I wanted to also be ordained. In the months that would follow I would step away from the Roman Catholic church and into the arms of Wauwatosa Presbyterian as member. I would apply, be accepted, and drive myself 14 hours to attend seminary at Princeton Theological Seminary. I would become an inquirer in March of 2023 while completing my first year of Seminary. Now a whole year later I am awaiting Candidacy. I have dug deeper into what it means to be Presbyterian, both in theology and in my own identity, creating a full toolbox among the roots I grew in the Catholic church. I have spent much of this year serving in a church locally, learning what another flavor of PC(USA) looks and feels like to stretch and grow my biases and skills/talents in new ways. And while I am doing well in school, I know that this is not the only marker that I am prepared for the path God has set before me. I feel excited and prepared to keep moving through this process in the hopeful awaiting of an Ordination. The Book of Order lays out many ways of ministry for all those that are called to God's worship whether that is Ordered Ministry or the mission of the church universal. For myself, the answer is yes and. Yes, I would find myself called to both the general mission and governance of the church alongside the churches I am a part of, but I feel distinctly called to be able to be there in a professional and ordained role. I look forward to preaching the Good News. I look forward to working with others in leading and governing a church to its full potential. I am delighted to continue guiding and walking alongside the faith journey of others and to minister to the beautiful complexities of their daily life. The emotional capacity of that call is one I wish to share, but I find that words often fail to convey the depth of it all. But I deeply know that this is right and that it is good.

**COUNCIL REPORT TO  
PRESBYTERY OF MILWAUKEE  
MAY 21, 2024**

**Council brings the following before the Assembly for action:**

1. At the last meeting of the Presbytery on February 24, 2024, Council presented as first read at the meeting two documents. One was proposed revised and restated Bylaws for the Presbytery, and the other was proposed revised Manual of Administrative Operations. Council Moderator Kent Tess-Mattner requested that if anyone had any questions or comments about these documents to direct them to him, and noted that his contact information was at the end of the Council Report to Presbytery included in the meeting papers.

At the February 24, 2024 meeting, Council noted that in the first read draft, the revision to the bylaws consists solely of removing Sheboygan County from the list of counties comprising the Presbytery of Milwaukee. Since that meeting, the interim, our Stated Clerk has tried filing revised Articles of Incorporation with the Wisconsin Department of Financial Institutions changing the Presbytery's registered address. His attempts have been rejected by the DFI because the Presbytery is a Wisconsin Statutes Chapter 187 Religious Society, and the state forms for change of registered address are either for Chapter 180 for-profit corporations or Chapter 181 non-profit corporations. Attorneys Kevin Sjostrom and Kent Tess-Mattner conferred with the Stated Clerk about this, and proposed adding in the bylaws, at the end of the "Delegated Powers" section of Article 4, the following:

- Designate and change the corporation's registered agent, registered address, office location, and location of the corporation's records.

Adding this language would alleviate Presbytery having to amend its Articles of Incorporation when any of the above is changed. The Presbytery would then just send a letter to DFI informing them of any such change. Please note that there is an open question as to what DFI will do with such a letter, but by adding this language, which is often standard in bylaws for both Chapter 180 for-profit corporations or Chapter 181 non-profit corporations, Presbytery will not have to amend its Articles (if indeed the DFI would even accept such a document) and pay a fee to do so.

Council received no other questions or comments about the proposed amended bylaws since the February 24, 2024 Presbytery meeting.

The fully amended bylaws with the above language added in red (plus an addition to the preamble to this section in red) was approved by Council at its April 9, 2024 meeting, are attached to this report as Exhibit A. If this version is approved, the resulting amended bylaws would contain the language in red, but that language would not be in red or underlined in the final approved version. **Council moves that the Presbytery Assembly approve the revised and restated bylaws included in the meeting papers for this meeting.**

As stated at the February 21, 2024 Presbytery meeting, the revised Manual of Administrative Operations that received a first read at that meeting is, in some cases, a major rewrite of the former Manual of Operations. Highlights include changing the order of wording in the Presbytery's mission statement; adding to Nominating Committee the task of filling the Personnel Committee and Finance Committee, instead of having them filled by Council as in the past; adding the Planning Commission as part of the consultation in setting the agenda for Presbytery meetings; changing Foundation provisions based on a submission from the Foundation; and updating the Permanent Judicial Commission provisions based on the most OGA recent training for members of it.

Council received no other questions or comments about the proposed amended bylaws since the February 24, 2024 Presbytery meeting, and is not recommending any changes in this document from the first read to this second read. That document is attached to this report as Exhibit B. **Council moves that the Presbytery Assembly approve the Manual of Administrative Operations included in the meeting papers for this meeting.**

#### **Update on the Presbytery of Milwaukee hosting the 227<sup>th</sup> General Assembly in 2026:**

Since the February 21, 2024, Presbytery meeting, Transitional Executive Presbytery Lisa Heckman had lunch with Kate Trigger Duffert, Director of General Assembly Planning. She answered many of the questions that were raised at the February 21 meeting about what it means to host a GA. What she learned was published in the April 10, 2024 issue of Fresh Impressions. That report is included as part of this report as Exhibit C.

#### **Council reports on the following:**

1. Council elected Kent Tess-Mattner to continue as Moderator of Council for the 2024-25 term.
2. Chris Halverson has graciously agreed to assist the Presbytery in the areas of bill payments and deposits until a new administrative manager is hired. The Presbytery will compensate Chris for this service.
3. Council approved, on recommendation of the Personnel Committee, Ann Gibbs's formal request for a Sabbatical during September, October, and December of 2024. Personnel Policy utilizes the current Pastor TOC as a guideline for such requests. Note this is a paid sabbatical.
4. Stated Clerk Christian Boyd informed Council that he will be on sabbatical during September, October and November of 2024, and that we will need a Stated Clerk *pro tem* for the September and November Presbytery meetings.

5. The Transition Team working with Lisa Heckman will be an agency of the Council, with the Council approving its members, with, of course, input from Lisa as to its members.
6. Council approved the TEP Professional Expenses budget line to go over and up to \$10,000 for 2024, including Lisa Heckman attending General Assembly this summer.
7. Council authorized the Finance Committee to do an audit on Council's expenses.
8. Council approved a motion to add Treasurer Steve Carlton as a signor to the Presbytery's checking accounts and give him access to the accounts.
9. Council discussed whether to hold Communion at Presbytery Gatherings and meetings of other Presbytery agencies, Council voted to grant permission once per year for any Presbytery agencies to arrange for holding communion throughout that year.
10. Council approved paying from its Vision Engagement Fund for food for the Interfaith Cabinet meeting, not to exceed \$10.00 per attendee.
11. Council approved paying Chris Halverson \$30.00 per hour for consulting/training work, not to exceed 20 hours without further approval by Council.
12. Council approved renewal of Grace Presbyterian Church leases for use of its space by two outside groups.
13. A motion was made, amended and approved to include in future budgets an amount to be set aside as an expense reimbursement fund for the Moderator of Presbytery, and to refer the question of whether to reimburse the current Moderator and, if so, from where, to the Finance Committee.

Respectfully submitted,

Kent A. Tess-Mattner  
Moderator of Council  
tess-mattner@outlook.com  
414-315-8412

**EXHIBIT A**

# PRESBYTERY OF MILWAUKEE OF THE PRESBYTERIAN CHURCH (U.S.A.) BYLAWS

REVISED AND RESTATED \_\_\_\_\_, 2024

## ARTICLE 1

### NAME, BOUNDARIES, INCORPORATION, and FISCAL YEAR

**Name.** The name of this organization shall be the Presbytery of Milwaukee of the Presbyterian Church (U.S.A.).

**Boundaries.** The Presbytery of Milwaukee includes congregations of the Presbyterian Church (U.S.A.) denomination (“PC(U.S.A.)”) wherever found in the following counties in Wisconsin: Milwaukee, Jefferson, Rock, Waukesha, Walworth, Washington, Ozaukee, Kenosha, Dodge, and Racine.

**Incorporation.** The Presbytery is incorporated under the laws of the State of Wisconsin as the Presbytery of Milwaukee of the Presbyterian Church (U.S.A.). This organization is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, and under Wisconsin Statutes chapter 187, or any similar successor provision.

**Governance.** The Presbytery shall be governed by the Constitution of the PC(U.S.A.), which consists of its Book of Confessions and Book of Order (“Constitution”); these Bylaws; and the Manual of Administrative Operations of the Presbytery. The Bylaws and the Manual of Administrative Operations shall not supersede said Constitution.

**Fiscal Year.** The fiscal year of the corporation shall end on the last day of December each year.

## ARTICLE 2

### MISSION and PURPOSE

The Presbytery is the council serving as a corporate expression of the PC(U.S.A.) within its boundaries and is composed of Ministers of Word and Sacrament and congregations of the Presbytery.

The Presbytery is responsible for the government of the church within its boundaries, and for assisting and supporting the witness of congregations to the sovereign activity of God in the world so that all congregations become communities of faith, hope, love, and witness.

In light of this charge, the Presbytery has specific corporate and ecclesiastical responsibilities and powers assigned to it by the Constitution of the PC(U.S.A.), for which the Presbytery’s Bylaws and Manual of Administrative Operations provide a contextual framework and strategy of implementation.

## ARTICLE 3

### PRESBYTERY ASSEMBLY

When the Presbytery gathers to govern, conduct business, and deliberate through its Ministers of Word and Sacrament and its ruling elder commissioners, it is known as the Presbytery Assembly.

**Ministers of Word and Sacrament.** Every Minister of Word and Sacrament enrolled in the Presbytery of Milwaukee and meeting the criteria for membership outlined in the Constitution and the Manual of Administrative Operations is a member of the Presbytery.

**Congregations of the Presbytery Represented through Ruling Elders.** Congregations of the Presbytery shall be represented by ruling elders commissioned by the session of each congregation.

**Ruling Elders Commissioned to Pastoral Service.** When a ruling elder is commissioned by the Presbytery to perform pastoral services, in accordance with the Constitution, Presbytery's Manual of Administrative Operations, Policies, and Procedures, they shall be enrolled as members of the Presbytery while they hold their commission.

**Plan for Parity.** In the Presbytery Assembly and in its commissions and committees, the Presbytery shall create and communicate a plan for numerical parity of Ministers of the Word and Sacrament and ruling elders. Normally, sessions will commission one ruling elder to the Presbytery Assembly but may commission additional ruling elders as specified in the Manual of Administrative Operations. Ruling elders elected as officers of the Presbytery shall be enrolled as members during the period of their service, whether or not commissioned by their session. In accordance with the Manual of Administrative Operations, the Presbytery may enroll ruling elders during terms of elected service to the Presbytery to sustain the parity of Ministers of Word and Sacrament and ruling elders.

**Commissions and Committee.** The Presbytery Assembly has the authority to form commissions and committees to further the mission and purpose of the Corporation in accordance with the Constitution of the PC(U.S.A.) and the Presbytery's Manual of Administrative Operations.

## ARTICLE 4

### PRESBYTERY TRUSTEES

The Presbytery trustees are a commission of the Presbytery elected and authorized by the Presbytery Assembly to act on its behalf in specified matters. The Presbytery trustees are known as the "Presbytery Council" or "Council."

**Members and Officers.** The Presbytery Council shall be composed in accordance with the Manual of Administrative Operations and elected by the Presbytery Assembly. The Presbytery Council shall have officers, who also serve as the officers of the corporation.

**Corporate President.** From its membership, the Presbytery Council elects a Council Moderator, who serves as Corporate President and serves with voice and vote.



**Corporate Vice-President.** The Corporate Vice-President position is filled by either the Presbytery Moderator or Vice-Moderator, who are elected by the Presbytery Assembly. The Presbytery Moderator and Presbytery Vice-Moderator are members of the Presbytery Council and serve with voice and with a vote.

**Corporate Secretary.** The Presbytery Assembly elects a Stated Clerk, who serves as Corporate Secretary. As Corporate Secretary, the Stated Clerk is a member of the Presbytery Council by virtue of office and serves with voice and with a vote.

**Corporate Treasurer.** The Presbytery Assembly elects a Presbytery Treasurer, who serves as Corporate Treasurer. As Corporate Treasurer, the Presbytery Treasurer is a member of the Presbytery Council by virtue of office and serves with voice and with a vote.

**Meetings.** The Presbytery Council shall meet at least annually, or in a special meeting when called by the Council Moderator, at the request of two (2) members of the Presbytery Council, or when ordered by the Presbytery Assembly.

**Delegated Powers.** The Presbytery Council shall be responsible for and have authority to do the following, on behalf of the Presbytery, with all actions being reported to the Presbytery Assembly at its stated meetings:

- Buy, receive, hold, encumber, sell, transfer, and convey the real and personal property on behalf of the Presbytery.
- Receive and review requests from congregations to sell, mortgage, lease, or purchase property and make a recommendation to the Presbytery for action. In accordance with the Constitution, all Presbytery and congregational property is held in trust for the use and benefit of the Presbyterian Church (U.S.A.), regardless of whether this is stated in the title documents. No congregation may sell, mortgage, or otherwise encumber any of its real property, nor acquire real property, without permission of the Presbytery.
- Provide oversight to all legacies and bequests of all monies and property, real and personal, that may be given, granted, devised, or bequeathed to Presbytery or to congregations of the Presbytery functioning through an administrative commission; and use, manage, and convey the same under the review and direction of the Presbytery.
- Borrow money and issue notes, bonds, debentures, and other evidence of indebtedness, and mortgage, pledge, and hypothecate real and personal property as security for repayment for obligations of particular congregations, organizations related to the Presbytery, and of the Presbytery itself.
- Maintain a list of, and periodically review, the agreements with related organizations, and recommend to Presbytery their renewal, amendment, or discontinuance.
- Oversee investment and reinvestment of operating and other non-endowed funds held by the Presbytery.
- Review and recommend comprehensive insurance programs for the Presbytery and for congregations within its bounds.

- Assure that the financial books and records of the Presbytery are audited or reviewed in accordance with Presbytery policy and Constitution (G-3.0113).
- Conduct or oversee all legal and corporate affairs of the corporation, which shall include implementing Presbytery legal and corporate matters in cooperation with and support of the program and strategy decisions made by the Presbytery Assembly, commissions, or other committees.
- Manage the legal affairs of the corporation and execute documents that are necessary or desirable to fulfill the requirements of civil law with respect to the corporation, exercising all authority allowed by directors of a nonprofit corporation under Wisconsin law, and retain attorneys as needed.
- Authorize and empower the Corporate President and Corporate Secretary, in the name of the Presbytery, to execute appropriate documents in accordance with the actions of the Presbytery. In the event that either the Corporate President or the Corporate Secretary is not available to execute the documents, the Corporate Vice-President is authorized and empowered to act.
- Respond to legal notices and actions. The Presbytery Council is the legal representative of the Presbytery. Any member of the Presbytery, any congregation of the Presbytery, or any Presbytery entity which is being sued or is considering a lawsuit, and the suit mentions or contains matters which might implicate or involve the PC(USA) or any of its entities or bodies, shall immediately notify the Stated Clerk, who shall then upon receipt of such report immediately notify the Presbytery Council, legal counsel, and insurance representative.
- Designate and change the corporation's registered agent, registered address, office location, and location of the corporation's records.

**Discretion to Act.** The Presbytery Council may act on issues delegated to it on behalf of the Presbytery, as Trustees of the Corporation, or as an ecclesiastical commission, especially those which require immediate action or action taken before the next stated meeting of the Presbytery Assembly. However, the Presbytery Council may also exercise its discretion to bring the issue to the Presbytery Assembly at a stated meeting, or may call a special meeting, to seek direction and approval.

**Staff.** The Presbytery shall have the power to employ such staff and personnel as needed to fulfill its mission in accordance with the Constitution. The Manual of Administrative Operations will define the purpose of each staff position, the method of nomination and election or hiring, the terms of the position, the jurisdiction of the position, and responsibilities.

**ARTICLE 5**  
**MEETINGS**

**Stated Meetings.** The Presbytery Assembly shall meet in stated meetings as necessary to accomplish its mission and comply with the Constitution and the Manual of Administrative Operations.

**Special Meetings.** Special meetings and called meetings of the Presbytery Assembly shall be in accordance with the Constitution and the Manual of Administrative Operations.

**Procedures and Electronic Meetings.** Procedures for all meetings shall be determined by Robert's Rules of Order Newly Revised ("RRONR") unless special procedures are adopted by the body by a majority vote of those present and voting. The Presbytery Assembly and all commissions and committees of the Presbytery set forth in the Manual of Administrative Operations may conduct meetings electronically under RRONR if the meetings provide, at a minimum, conditions of opportunity for simultaneous aural communication among all participating members equivalent to those of a meeting held in one room or area.

**ARTICLE 6**  
**INDEMNIFICATION AND LIMITED LIABILITY**

The liability of directors, officers, employees, agents, and volunteers shall be limited to the greatest extent allowed in chapters 181 and 187 of the Wisconsin Statutes, or their successors, and they shall be indemnified by the corporation to the greatest extent allowed in those chapters of the Wisconsin Statutes.

**ARTICLE 7**  
**AMENDMENTS**

The Bylaws of the Presbytery may be amended at any meeting of the Presbytery Assembly by a two-thirds vote of the members and commissioners present and voting, provided notice of such a proposed change has been given at the previously stated or special meeting and there is a quorum at such meeting. The Bylaws may be suspended at any stated meeting of the Presbytery Assembly for that meeting by a two-thirds vote of the members and commissioners present. Changes related to spelling mistakes, layout, ordering, typographical errors, or incorrect grammar are not considered amendments.

**EXHIBIT B**

**PART II**  
**MANUAL OF ADMINISTRATIVE OPERATIONS**  
Adopted May 21, 2024

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## PREAMBLE

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Per the Constitution of the Presbyterian Church (U.S.A.), hereafter Constitution (G-3.0106):

Mission determines the forms and structures needed for the church to do its work. Administration is the process by which a council implements its decisions. Administration enables the church to give effective witness in the world to God's new creation in Jesus Christ and strengthens the church's witness to the mission of the triune God.

Councils higher than the session may provide examples of policies and procedures that may be gathered into advisory handbooks. These examples illumine practices required by the Constitution but left to councils for specific implementation. Such handbooks may also offer information that enhances or secures the ministry of the particular council.

Each council shall develop a manual of administrative operations that will specify the form and guide the work of mission in that council.

This Manual is the constitutionally required ecclesiastical document. The Bylaws of the Presbytery of Milwaukee of the Presbyterian Church (U.S.A.), Inc., is the corporate governing document. The Bylaws and the Manual of Administrative Operations shall be used together and shall not supersede the Constitution.

References herein to the Constitution are shown in parentheses and begin with a letter (F-Foundations, G-Government, W-Worship, or D-Discipline) followed by section numbers.

## CHAPTER 1: CORE VALUES AND VISION

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Serving as Christ directs, the Presbytery of Milwaukee supports congregations and leaders through authentic relationships, risk-taking for the gospel, and collaborative leadership.

The Presbytery of Milwaukee, as a council of the Church, is responsible for implementing the Church's commitment to inclusiveness and participation. The Presbytery shall work to be open and inclusive and to maintain patterns of inclusiveness on the basis of race, gender, sexual orientation, age and/or disability. The Presbytery shall seek to be responsive to other organizations and institutions within its geographical bounds, which have mission priorities consistent with those of the Presbytery.

## CHAPTER 2: PRESBYTERY ASSEMBLY

[\[Return to Table of Contents\]](#)

- A. Purpose.** When the Presbytery gathers to govern, conduct business, and deliberate through its Ministers of Word and Sacrament and its ruling elder commissioners, it is known as the Presbytery Assembly.
- B. Voting Members.** People with the right to vote (collectively "Voting Participants") at Presbytery Assembly shall include the following:
  - (1) All ministers of the Word and Sacrament on the official rolls of the Presbytery ("ministers");
  - (2) Ruling elders commissioned by their sessions;
  - (3) Ruling elders serving as officers of the Presbytery;
  - (4) Others as determined by the Presbytery in a given year to ensure parity between ruling elders and ministers (G-3.0301).



- C. Non-Voting Members.** Ministers and ruling elders in good standing in other governing bodies of this church or in any other Christian church, who are present at any meeting of the Presbytery Assembly, may be invited to sit as corresponding members, with voice but without vote. The Presbytery Assembly may invite ministers of other presbyteries who are laboring within its bounds to sit as corresponding members with voice but without vote for the period of their service.
- D. Quorum.** A quorum shall consist of any three ministers of the Presbytery from three different congregations and three ruling elders commissioned by sessions of different congregations (a minimum of three congregations must be represented), meeting in regular or special session as defined in the Constitution of the Presbyterian Church (U.S.A.) (Constitution).

### CHAPTER 3: MEETINGS OF THE PRESBYTERY ASSEMBLY

[\[Return to Table of Contents\]](#)

- A. Stated Meetings.** There shall be a minimum of four regularly scheduled stated meetings per year. The Presbytery Assembly may add regular meetings to this schedule with due notice (at least two weeks) and without amending this Manual of Administrative Operations in order to do so. Notice may be given by mail and/or electronically.

In lieu of Presbytery Assembly action, the Presbytery Planning Commission shall determine the time and location of each meeting.

The Presbytery Assembly may adjourn a stated or special meeting to a specific time and place.

- B. Special Meetings.** The Moderator shall call a special meeting of the Presbytery Assembly at the request of, or with the concurrence of, two ministers not serving the same congregation and two ruling elders, the ruling elders being of different congregations (a minimum of two congregations must be represented).

Should the Moderator be unable to act, the Vice-Moderator, under the same conditions, shall issue the call; should both the Moderator and Vice-Moderator be unable to act, the Stated Clerk shall, under the same conditions, issue the call.

If the Moderator, Vice-Moderator, and Stated Clerk are unable to act, any three ministers not serving the same congregation and three ruling elders, the ruling elders being of different congregations, may call a special meeting.

The Synod may direct the Presbytery to convene a special meeting for the transaction of designated business.

Notice of a special meeting shall be sent not less than seven days in advance to each minister and to the session of every congregation. The notice shall set out the purpose of the meeting, and no other business than that listed in the notice shall be transacted. Notice may be given by mail and/or electronically.

- C. Agenda and Meeting Papers.** All reports and recommendations shall normally be presented to the Presbytery Assembly in writing and contained within the “meeting packet” when materials are made available by mail and/or electronically.

The agenda and reports to Presbytery Assembly will be made available at the direction of the Presbytery Planning Commission through the Moderator of the Presbytery at least one week before the Presbytery meeting.

Agenda requests shall normally be communicated to the Presbytery Planning Commission no later than three weeks before the Presbytery Assembly meeting.

**D. Parliamentary Authority.** Meetings of the Presbytery Assembly shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*, with the following exception: action items that are not expected to generate discussion may be assigned to a Consent Agenda for consideration in one action by majority vote; and any item may be removed from the Consent Agenda for separate consideration upon the request of a single voting participant.

**E. Voting.** Votes may be cast only by Voting Participants who are present.

#### **CHAPTER 4: ENROLLMENT OF MINISTERS**

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Ministers of Word and Sacrament, and approved clergy from other denominations, shall be received into membership as follows:

**A. Candidates for Ordination.** Candidates for ordination as ministers under the care of this or any other presbytery of the Presbyterian Church (U.S.A.) shall be enrolled upon their ordination by this Presbytery.

**B. Ordained Ministers.** Ordained ministers shall be received into membership upon examination and approval of the Commission on Transitional Ministries, with right of review and rescission by the Presbytery Assembly, as follows:

- (1) On presentation and acceptance of letters of dismissal from other presbyteries of the Presbyterian Church (U.S.A.).
- (2) From Reformed Churches who are part of the World Communion of Reformed Churches.
- (3) From other churches in compliance with the Constitution and the Presbytery's policies.

#### **CHAPTER 5: ATTENDANCE AT ASSEMBLY MEETINGS**

[\[Return to Table of Contents\]](#)

**A. Ministers.** It is the responsibility of every minister member of the Presbytery to be present at all Presbytery Assembly meetings. Attendance may be a consideration when a minister's membership is under review in accordance with G-2.0503.

**B. Excused Absences.** Voting Participants, both ruling elders and ministers, unable to attend a stated meeting of the Presbytery Assembly are required to request an excused absence, presented to the Stated Clerk. Unexcused absences will be noted in the minutes of the Presbytery Assembly.

**C. Retired Ministers.** Those minister members enrolled as Retired shall be required to attend only when serving a church by appointment of the Presbytery.

#### **CHAPTER 6: ELECTION OF LEADERSHIP AND REPRESENTATIVES** [\[Return to Contents\]](#)

The Presbyterian Church (U.S.A.) is governed by councils composed of presbyters elected by the people. The Presbytery of Milwaukee, as a council of the Church, is responsible for implementing the Church's commitment to inclusiveness and participation. The Presbytery shall work to be open and inclusive and to maintain patterns of inclusiveness on the basis of race, gender, sexual orientation, age and/or disability.

**A. Agencies.** The Presbytery may designate such committees, commissions, task forces, and other structures as it deems necessary and helpful for the accomplishment of the mission of the church (G-3.0109) (collectively its "agencies"). Members of commissions

shall be ministers or ruling elders. Deacons and active church members may be elected to other agencies of the Presbytery that are not commissions of the Presbytery.

- B. Nominations.** The Nominating Committee shall present to the Presbytery Assembly nominations for the Presbytery Council and for the Presbytery's agencies, except that task forces of the Council shall be nominated by the Council. Nominees shall normally be presented for election at the November meeting of the Presbytery Assembly and installed (or commissioned) at the February Assembly and shall take office upon installation or commissioning. The Council shall present to the Presbytery Assembly nominations for the Nominating Committee.
- C. Term Length and Limits.** With the exception of Moderator, Vice-Moderator, Permanent Judicial Commission members, and administrative staff, terms of service shall be for three years, and nominees may be elected to full or partial terms. Terms may be renewed upon approval of the Presbytery but shall not exceed six consecutive years on a particular agency, except that the Stated Clerk and the Treasurer shall not be subject to term limits. Following six years consecutively, individuals may not be re-elected to the same agency until one year has elapsed, unless otherwise provided by the Presbytery bylaws, this Manual of Administrative Operations and/or the Constitution. The Presbytery, upon written request and by majority vote of the Presbytery Assembly, may grant a waiver of this limitation on terms.
- D. Agency Classes.** Membership of all Presbytery agencies shall be divided into three classes in as equal number as possible, one of which shall be elected each year, with exceptions noted in the bylaws, this Manual of Administrative Operations, and/or the Constitution.
- E. Agency Officers.** Each Presbytery agency, unless otherwise noted in the bylaws or this Manual of Administrative Operations, shall elect from its members a moderator and/or co-moderators, vice-moderator, and clerk. If an agency fails to elect a moderator, the Council shall appoint a moderator until the agency is able to elect the required leader(s). The moderator serves for one year and may serve for no longer than three consecutive years. Agencies which have additional officers, such as a co-moderator, vice-moderator, and clerk, also serve for one year, and may serve for no longer than three consecutive years.
- F. Service Limits.** No member of the Presbytery or its congregations shall normally serve in more than two Presbytery agencies concurrently, with the exception of members serving on the Permanent Judicial Commission and/or the Presbytery Planning Commission.
- G. Absences.** If a member of any Presbytery agency is absent without excuse from three consecutive meetings or is absent from fifty per cent (50%) or more of the meetings in a given year, the moderator of the agency may declare the position vacant.
- H. Vacancy.** In consultation with the Nominating Committee, a vacancy on any Presbytery agency may be filled by appointment by the Moderator of the Presbytery. The Moderator of the Presbytery shall report the appointment at the next Presbytery Assembly.

## CHAPTER 7: ECCLESIASTICAL OFFICERS

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- A. Officer Requirements.** The ecclesiastical officers of the Presbytery shall be a Moderator, Vice-Moderator, and Stated Clerk. All ecclesiastical officers must be a member of the PC (U.S.A) and ordained as either a Minister of Word and Sacrament or a ruling elder.

## **B. Moderator and Vice-Moderator.**

- (1) Nomination and Term. The offices of Moderator and Vice-Moderator shall be held by one ruling elder and one minister member of the Presbytery at any given time. The position held by a ruling elder and the position held by a minister member shall reverse from year to year.

The Nominating Committee shall nominate an eligible ruling elder and a minister member of Presbytery for the positions of Moderator and Vice-Moderator, normally to be elected by the Presbytery Assembly at the last meeting of the year, installed at the first meeting of the subsequent year, and taking office upon installation.

The term of office shall be one year but shall continue until the installation of the successor. The Moderator and Vice-Moderator shall be ineligible to succeed themselves in the same position after serving a full term in either position.

- (2) Moderator Duties. The duties of the Moderator shall be to:

- a. Preside over the meetings of the Presbytery Assembly;
- b. Set the agenda of regularly scheduled Presbytery meetings in consultation with agency moderators, the planning commission, the Stated Clerk, and, as needed, Presbytery staff;
- c. Appoint members of temporary and special commissions authorized by the Presbytery Assembly;
- d. Appoint ministers or ruling elders to Presbytery agency vacancies in consultation with the Nominating Committee;
- e. Be an active and voting member of the Presbytery Council while Moderator;
- f. Be an active and voting member of the Presbytery Planning Commission;
- g. Preside, or designate someone to preside, over the ordinations and installations of ministers and the commissioning of ruling elders to pastoral service, as well as the dissolution of pastoral relationships; and
- h. Preside, or designate someone to preside, at the commissioning of fellowship, new worshiping communities, alternative ministries, the chartering of new churches, and at the dissolution of churches and validated ministries.

- (3) Vice-Moderator Duties. The duties of the Vice-Moderator shall be to:

- a. Discharge the duties of the Moderator when requested by the Moderator, or when the Moderator cannot be present;
- b. Moderate, convene, and serve as an active voting member of the Bills & Overtures Committee; and
- c. Be an active and voting member of the Presbytery Planning Commission and the Council.

## **C. Stated Clerk.**

- (1) Nomination, Election and Term. The Nominating Committee shall nominate an eligible ruling elder or a minister member of Presbytery for the position of Stated Clerk. The Stated Clerk shall be elected by the Presbytery Assembly for a term of three years. The Stated Clerk may be reelected without a break in service in the position. The Stated Clerk is not subject to term limits.

- (2) Policies Related to Stated Clerk. The calling, the form of accountability, the method of annual review, the job description, etc., of the Stated Clerk are contained in the Personnel Policies.
- (3) Absence of Stated Clerk. In the absence of the Stated Clerk, the Assembly shall elect a Stated Clerk *pro tempore*, who shall function as elected until the Stated Clerk is available.
- (4) Associate or Assistant Stated Clerk. The Assembly may elect an Associate or Assistant Stated Clerk to assist the Stated Clerk administratively and who shall be directly accountable to and supervised by the Stated Clerk. The terms, the form of accountability, the method of annual review, the job description, etc., of the positions are contained in the Personnel Policies.

## CHAPTER 8: THE CORPORATION AND CORPORATE OFFICERS [\[Return to Table of Contents\]](#)

- A. Incorporation.** As outlined in the bylaws, the Presbytery shall be incorporated under Chapter 187 of the Wisconsin Statutes as the Presbytery of Milwaukee of the Presbyterian Church (U.S.A).
- B. Title to Property.** The Presbytery shall hold title to all legacies and bequests of all monies and properties, real and personal, of every nature that may be given, granted, devised or bequeathed to said corporation, including that of any congregations of the Presbytery that have been dissolved.
- C. Members and Officers.** The Presbytery Council shall be composed in accordance with the Manual of Administrative Operations. The Presbytery Council shall serve as the Board of Trustees of the corporation, and shall have officers, who also serve as the officers of the corporation.
  - (1) Corporate President (Council Moderator). From its membership, the Presbytery Council elects a Council Moderator, who serves as Corporate President and serves with voice and vote.
  - (2) Corporate Vice-President (Presbytery Moderator or Vice-Moderator). The Presbytery Moderator and Presbytery Vice-Moderator are members of the Presbytery Council and serve with voice and vote. The Corporate Vice-President position is filled by either the Presbytery Moderator or Vice-Moderator, who are elected by the Presbytery Assembly. From its membership, the Presbytery Council, as the corporation, elects either the Presbytery Moderator or Vice-Moderator to serve as Council Vice-Moderator, who serves as Corporate Vice-President and serves with voice and vote.
  - (3) Corporate Secretary (Stated Clerk). The Presbytery Assembly elects a Stated Clerk, who serves as Corporate Secretary. As Corporate Secretary, the Stated Clerk is a member of the Presbytery Council by virtue of office and serves with voice and vote.
  - (4) Corporate Treasurer. The Treasurer is an Officer of the Corporation, nominated by the Presbytery Council serving as Board of Trustees, and elected and commissioned to service by the Presbytery. The Treasurer has voice and vote as an Officer of the Corporation on the Board of Trustees in matters of finance, as such matters come before Council, and voice without vote in the Presbytery Assembly as pertains to matters of finance. The term of office shall be three years. The Treasurer may be reelected and is not subject to term limits.

The call, the form of accountability, the method of annual review, the job description, etc., of the Treasurer are contained in the Personnel Policies.

## CHAPTER 9: PRESBYTERY STAFF

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The Presbytery, through its Council, may employ such staff as is required by the mission of the body in accordance with the principles of unity in diversity (F-1.0403). Council may, in consultation with the next higher council, share staff as required by the mission of the body (see G-3.0110).

The executive, administrative, and other staff positions, the calling, the form of accountability, the method of annual review, the job description, etc., of the positions are contained in the Personnel Policies.

Staff members, if ruling elders or ministers, may be enrolled as members of the Presbytery, with voice and vote, by vote of the body.

## CHAPTER 10: STANDING ADMINISTRATIVE COMMISSIONS & COMMITTEES

### A. Commissions and Committees in General.

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- (1) Commissions. Commissions are empowered to consider and conclude matters referred to them by the Presbytery Assembly. (G-3.0109). Members of each commission shall be elected by the Presbytery Assembly and are accountable to the Presbytery.
- (2) Committees. Committees of the Presbytery shall study and recommend action or carry out decisions already made by the Presbytery Assembly or a commission of the Presbytery. Members of each committee shall be elected by the Presbytery Assembly and are accountable to a Presbytery Commission, except the Bills and Overtures Committee, the Committee on Representation, and the Nominating Committee, which report directly to the Presbytery Assembly.
- (3) Meetings. Commissions and committees of the Presbytery will meet at least quarterly, unless otherwise specified within the description of a commission or committee.

Commissions and committees may meet electronically or telephonically in accordance with *Robert's Rules*. Any decision made electronically, such as by email in accordance with *Robert's Rules*, or telephonically, between stated meetings, must be ratified by the commission or committee at its next stated meeting.

- (4) Quorum. A quorum for any commission or committee shall be a majority of its members.
- (5) Ex officio members. Designated staff shall serve as *ex officio* members of Presbytery commissions and committees. Per *Robert's Rules of Order*, they are members of the bodies by virtue of office or staff position. They have voice and vote rights, if they choose to exercise them, unless noted otherwise within the bylaws or this Manual of Administrative Operations.

The Stated Clerk, a resource to all commissions and committees (judicial, administrative, or ecclesiastical), may meet with these commissions and committees *ex officio*; however, unless otherwise noted in the bylaws or this Manual of Administrative Operations, the Stated Clerk does not have a vote on commissions and committees.



**B. Delegation of Presbytery Authority.** The Presbytery has delegated to the standing administrative commissions the responsibilities, per the Constitution, to provide that the Word of God may be truly preached and heard, to provide that the Sacraments may be rightly administered and received, and to nurture the covenant community of disciples of Christ.

The above responsibilities have been distributed to the following administrative commissions:

- (1) Presbytery Council (Council).
- (2) Commission on Congregational Vitality (CCV).
- (2) Presbytery Planning Commission (PPC).
- (3) Commission on Transitional Ministries (CTM).
- (4) Commission on Pastoral Ministries (CPM).
- (5) Permanent Judicial Commission (PJC).

## **CHAPTER 11: PRESBYTERY COUNCIL**

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The Council is a standing commission of the Presbytery and shall be composed of persons with differing ministry skills, commitments, and calls to lead the Presbytery in implementing its vision and coordinating the Presbytery's efforts to fulfill its constitutional and communal purposes. The Council will work collaboratively with all parts of the Presbytery structure and is accountable to the Presbytery.

**A. Responsibilities.** The Presbytery has delegated to the Council the following responsibilities:

- (1) Initiate or respond to requests to plan and implement Presbytery-sponsored programming;
- (2) Maintain responsibility for support, review and recommendations regarding personnel;
- (3) Serve as the link between the Presbytery and other governing bodies and institutions, including ecumenical and interfaith relationships;
- (4) Develop, nurture, maintain covenants for, and, as appropriate, offer funding for relationships with partnership institutions, ecumenical mission agencies, and campus ministries;
- (5) Evaluate the needs and functions of the Presbytery;
- (6) Guide the Presbytery vision of identifying, developing, and supporting a diverse group of spiritual leaders;
- (7) Engage the Presbytery in visionary and expansive evangelism opportunities such as, but not limited to, New Worshiping Communities;
- (8) Act on behalf of the Presbytery, as may be helpful from time to time, to appoint representatives from the Presbytery to serve until they may be elected by the Presbytery to respond to immediate needs, such as disciplinary matters, or appointments to other church bodies, Synod or General Assembly;

- (9) Prepare and recommend to Presbytery a regular system of priority setting and response to new and emerging needs;
- (10) Communicate and coordinate regularly with all parts of the organization in consultation with Presbytery staff, Presbytery and Council moderators, commission moderators, and others as may be identified;
- (11) Maintain policies to guide congregations considering closure, dismissal, merger, or assimilation and work alongside those congregations and related administrative commissions in those processes;
- (12) Serve as trustees of the Presbytery of Milwaukee of the Presbyterian Church (U.S.A.), including formulating the Presbytery's budget, as a recommendation to the Presbytery Assembly for deliberation and adoption, and maintain communication with the Presbytery of Milwaukee Foundation;
- (13) Submit a financial statement of all matters committed to it and report its proceedings to the Presbytery for review and audit at its first meeting of the year, and at other times upon request of Presbytery.
- (14) Nominate candidates for the Nominating Committee.
- (15) Delegate matters to other agencies, when that is determined to be appropriate.

**B. Representatives.** Council also has been delegated the authority to elect representatives to the decision-making bodies of such organizations and institutions as the Presbytery seeks to be responsive to within its geographical bounds which have mission priorities consistent with those of the Presbytery, and as the Presbytery is able and is called upon to do so. Any elected representatives shall report at least annually to the Council.

**C. Delegation of Council's Duties and Responsibilities.** Council may delegate to Council committees, working groups or task forces of its own creation with duties and responsibilities related to the authority delegated to it by the Presbytery. However, Council may not delegate any decision-making that the Presbytery has delegated to it as a commission (see G-3.0109, as well as 1995 GA and various GAPJC on delegation of authority). Committees, task forces, and working groups shall study and recommend action or carry out decisions already made by Council. They shall make a full report to the Council, and their recommendations shall require action by Council. As the Presbytery is able and is called upon to do so, its Council will elect representatives to the decision-making bodies of such organizations and institutions. Any elected representatives shall report at least annually to the Council.

**D. Members.** The Council shall consist of eleven persons, which includes the Presbytery Moderator, Vice-Moderator, and immediate past Presbytery Moderator. Six additional members will be at-large members who do not serve as members on other standing commissions or committees of the Presbytery. The Stated Clerk shall serve on the Council *ex officio* and shall have voice and vote. Designated staff shall serve on the Council *ex officio* with voice but no vote. When Council is acting as the Board of Trustees of the Corporation, the Treasurer has voice and vote in matters of finance, and the Foundation President has voice without vote.

**E. Election and Terms of At-Large Members.** Nominations, elections, terms and term limits of at-large members shall be per [Chapter 6](#) of this Manual of Administrative Operations.



**F. Presbytery Budget.** Annually, Council, with its Finance Committee, will formulate the Presbytery's budget, in consultation with commissions and other agencies, as a recommendation to the Presbytery Assembly for deliberation and adoption.

- (1) Balanced Budget Required. The budget must be balanced (operating income equal to operating expenditure).
- (2) Use of Foundation Funds. Foundation funds may be used to balance the budget but should not exceed 10% of Foundation's unrestricted assets (as determined by the Foundation Secretary/Treasurer based on a 12-quarter revolving average as of June 30 of the year preceding the year for which the budget applies). Requests to spend Foundation funds in an amount exceeding the above require approval by the Presbytery Assembly.

## **CHAPTER 12: COMMISSION ON CONGREGATIONAL VITALITY** [\[Return to Table of Contents\]](#)

The purpose of the Commission on Congregational Vitality is to support innovative, creative, and connectional congregational ministries that enhance the vitality of congregations and empower leaders. This support may include training, resources, grants, and accompaniment. The actions of this Commission shall be taken at duly constituted meetings and reported to the next stated meeting of the Presbytery.

**A. Responsibilities.** The following responsibilities are delegated to the Commission on Congregational Vitality:

- (1) Maintain a mutual ministry relationship with every session regarding mission, local ministry, and participation in the common life of the Presbytery;
- (2) Receive, evaluate, and approve grant applications that promote congregational vitality, including through missional outreach and distribution of peacemaking funds;
- (3) Prepare applications to facilitate review of grant requests and establish deadlines and procedures for the submission, evaluation, and determination of grants;
- (4) Offer vitality initiatives and training;
- (5) Develop and maintain relationships with congregations in order to assess congregational vitality;
- (6) Provide resources for and interpretation of congregational assessment tools and results;
- (7) Work with congregations to engage the Marks of Vitality of the PC(U.S.A.);
- (8) Authorize and train ruling elders to administer or preside at the Lord's Supper;
- (9) Authorize and train ruling elders for preaching;
- (10) Help people to identify their gifts, skills, and call and how that might intersect with the needs and vision of the Presbytery;
- (11) Offer leadership development programs for equipping sessions, deacons, or other church leaders;
- (12) Grant waivers under G-2.0404 concerning terms of service of deacons and ruling elders; and
- (13) Supervise and administer camp scholarships funded by the Camp Corbin Fund.

**B. Members.** The Commission shall consist of no more than nine and no fewer than two members, both ruling elders and ministers in approximately equal numbers.

**C. Election and Terms of Members.** Nominations, elections, terms and term limits of members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

## **CHAPTER 13: PRESBYTERY PLANNING COMMISSION**

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The Presbytery Planning Commission is delegated the authority by the Presbytery to set the dates for and plan the stated and called Presbytery gatherings. The actions of this Commission shall be taken at duly constituted meetings and reported to the next stated meeting of the Presbytery.

**A. Responsibilities.** The following responsibilities are delegated to the Presbytery Planning Commission:

- (1) Set the dates for and planning the stated and called Presbytery gatherings, which may include not only matters of business, but also educational programming during and between gatherings, beneficiary of the offering, worship, celebration of Holy Communion, and fellowship; and
- (2) Approve contracts related to Presbytery meetings, which contracts shall be signed by the designated staff.

**B. Members.** The Commission shall consist of no more than six and no fewer than two people, to include the Presbytery Moderator, Vice-Moderator, and immediate past Presbytery Moderator. In addition, three at-large members from the presbytery, ministers and ruling elders in approximately equal numbers. Designated staff serve ex officio with voice and vote.

**C. Election and Terms of At-Large Members.** Nominations, elections, terms and term limits of at-large members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

## **CHAPTER 14: COMMISSION ON TRANSITIONAL MINISTRIES**

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The Commission on Transitional Ministries supports congregations and pastors during times of transition and/or conflict in pastoral ministry. The Commission on Transitional Ministries has been delegated the authority of the Presbytery to provide oversight of relationships among ministers in the Presbytery and congregations, including authorizations to form and dissolve those relationships. The actions of this Commission shall be taken at duly constituted meetings and reported to the next stated meeting of the Presbytery.

**A. Responsibilities.** The following responsibilities are delegated to the Commission on Transitional Ministries:

- (1) Oversee and provide counsel for the temporary and permanent call processes engaged by particular congregations;
- (2) Appoint moderators to sessions of churches without pastors or when the installed pastor is unable to invite another moderator;
- (3) Approve applications to be on the pulpit supply list;

- (4) Examine congregational pastors seeking membership into this Presbytery or dismiss them to other presbyteries and request the Stated Clerk to adjust the rolls accordingly;
- (5) Approve and orient, when appropriate, ministers of denominations in full communion with PC(U.S.A.);
- (6) Receive and process applications for those seeking temporary service from other Christian churches to serve in ministries in congregations of this Presbytery or agencies of this Presbytery or denomination, which may include development and oversight of requirements of preparation for service, and make recommendations to the Presbytery related to same;
- (7) Support and present candidates seeking ordination to a congregational ministry and Ruling Elders seeking commissioning as Commissioned Pastors to a congregation, once the Commission on Pastoral Ministries has certified that their training is complete and they are ready to receive a call;
- (8) Review and approve initial contract and terms of call, conduct an annual review and approval for interim positions, and conduct an annual review ensuring minimum terms of call are met for short-term contracts and those in temporary service from other Christian churches;
- (9) Grant the status of pastor emeritus/a to ministers when respective ministers and their congregations approve and request it;
- (10) Oversee administrative reviews, as described in the *Book of Order* (G-3.0108), including appointing and directing the Presbytery's Stated Clerk to execute General Administrative Reviews annually, to staff and resource this Commission or its appointed representative, and/or to execute Special Administrative Reviews and Direct Responses.
- (11) Exercise discretion in determining when to take action on information concerning difficulties within a congregation and/or pastoral relations;
- (12) Take the initiative to mediate, reconcile, and act to correct difficulties if requested to do so by the parties concerned or granted by the Presbytery Assembly;
- (13) Appeal to the Presbytery Assembly to create a special Administrative Commission to work with particular congregations and/or minister(s), ruling elder(s) commissioned to pastoral service, and certified Christian educator(s);
- (14) Hold hearings with sessions and congregations that afford procedural safeguards as in cases of process, following the procedures outlined in the Rules of Discipline;
- (15) In accordance with the Constitution (G-2.0904), act on behalf of the Presbytery to dissolve pastoral relationships, including without the request of either pastor or congregation, provided that this Commission has met with the pastor and the session and has offered to be available to consult with the congregation (in accordance with GAPJC 1988, 200-7, *Campbell, Jr. et. al. v. Pby of Atlantic*); and
- (16) Work with congregations and pastors on sabbatical planning.

**B. Members.** The Commission shall consist of no more than fifteen and no fewer than two members, both ruling elders and ministers in approximately equal numbers.

**C. Election and Terms of Members.** Nominations, elections, terms and term limits of members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

## CHAPTER 15: COMMISSION ON PASTORAL MINISTRIES

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The Commission on Pastoral Ministries supports persons discerning calls to the ordered ministry of Minister of Word and Sacrament and, after ordination, at all other stages and types of ministry. This includes personal support and group opportunities for learning and building relationships with colleagues.

The Presbytery has delegated to the Commission on Pastoral Ministries the responsibility to support and encourage inquirers and candidates as the individuals explore and prepare for a call to the ordered Ministry of Word and Sacrament or ruling elder commissioned to pastoral service, and for the Commission on Pastoral Ministries to discern the person's gifts, skills, and call for the church. The actions of this Commission shall be taken at duly constituted meetings and reported to the next stated meeting of the presbytery.

### **A. Responsibilities.** The following responsibilities are delegated to the Commission on Pastoral Ministries:

- (1) Support and encourage inquirers and candidates in the exploration of ordered ministry as ministers of the word and sacrament, as well as ruling elders seeking to be commissioned to pastoral service;
- (2) Orient the session and pastor(s) of the applicant's home congregation to the expectations and requirements of the ordination process;
- (3) Interview and approve applicants for enrollment as inquirers as well as approve training and process for ruling elders seeking to be commissioned to pastoral service;
- (4) Confirm when inquirers, candidates, and ruling elders under care have met educational and assessment requirements;
- (5) Assign liaisons to serve as guides and mentors to each inquirer, candidate, and ruling elder under care;
- (6) Meet annually with inquirers, candidates, and ruling elders under care to discuss discernment process and assess next steps in process;
- (7) Recommend inquirers be examined by the Presbytery for candidacy;
- (8) Examine candidates and determine Certified Ready to Receive a Call status and assist with developing Personal Discernment Profiles;
- (9) Oversee the administration and awards of the Rev. Dr. Margaret E. Towner Scholarship, including promoting giving to the fund;
- (10) Support ruling elders in the initial stages of becoming a commissioned pastor or commissioned ruling elder, oversee their training, and upon completion of training, make a recommendation to the Commission on Transitional Ministries on their readiness to be commissioned;
- (11) Oversee the counsel, support, and accountability of each minister, ruling elder commissioned to pastoral service, and certified Christian educator, and report to the Presbytery annually the type of work in which each is engaged;
- (12) Examine and approve retired ministers and those in validated ministries outside of congregations who are seeking membership into this Presbytery, request the Stated Clerk place their names on the appropriate validated rolls of Presbytery; and, when requested, have the Stated Clerk dismiss them to other presbyteries

- (13) Welcome, orient, and support ministers who are new to the Presbytery;
- (14) Advise ministers of support programs for psychological, emotional, spiritual, and vocational health;
- (15) Ensure completion of annual long-term contracts and terms of call forms, including compliance with minimum terms;
- (16) Make recommendations to the Presbytery Assembly annually regarding compensation minimums and benefits standards;
- (17) Approve and place ministers on the retired ministers list, when requested
- (18) Provide care and support for ministers retired from service;
- (19) Assess and approve validated ministries outside of a congregation annually;
- (20) Grant permission to labor within or outside the bounds of the Presbytery;
- (21) Grant requests from ministers for setting aside or release from exercise of ordered ministry and notify the Stated Clerk with the reasons for such release to be recorded in the minutes of the Presbytery Assembly;
- (22) Maintain and implement the Presbytery's ethical boundaries policy in conjunction with the Commission on Transitional Ministries.
- (23) Maintain and implement the Presbytery's Pastoral Personnel Policies.
- (24) In accordance with the Constitution (G-2.0503), this commission is delegated on behalf of the Presbytery to oversee ministers not serving congregations. The CPM is responsible to determine and approve a minister in a non-congregation validated ministry, as well as oversee Members-at-Large, and those Retired from the ministry of word and sacrament. CPM, in accordance with the Constitution (G-2.0507 and G-2.0508) may release a minister from the ministry of word and sacrament in this denomination, as well as recommend to the presbytery that they delete a minister's name from the roll of membership. In accordance with the Constitution and GAPJC (2010, 219-04, 369, *Wolfe v. Pby of Winnebago*), a minister member not serving in a congregation shall be accountable to the Presbytery through this commission for the performance of their work and CPM has the authority to address the work and fitness for ministry of a minister through administrative means.

**B. Members.** The Commission on Pastoral Ministries shall consist of no more than nine and no fewer than two members, ministers and ruling elders in approximately equal numbers.

**C. Election and Terms of Members.** Nominations, elections, terms and term limits of members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

## CHAPTER 16: PERMANENT JUDICIAL COMMISSION

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**A. Authority.** In accordance with the Constitution of the Presbyterian Church (U.S.A.) *Rules of Church Discipline*, the Presbytery has a standing judicial commission called the Permanent Judicial Commission (PJC) to conduct trials and appeals of remedial and disciplinary processes. In the cases transmitted to it, the Permanent Judicial Commission shall have only the powers prescribed by the Constitution of the Presbyterian Church (U.S.A.) and shall conduct its proceedings accordingly.

- B. Members.** The Presbytery shall elect a Permanent Judicial Commission from the ministers of the Word and Sacrament and ruling elders subject to its jurisdiction.
- (1) **Composition.** The Permanent Judicial Commission shall be composed of ministers of the Word and Sacrament and ruling elders in numbers as nearly equal as possible, nominated in accordance with [Chapter 6](#) of this Manual of Administrative Operations (G-3.0111) and in conformity to the church's commitment to unity in diversity (F-1.0403). The Permanent Judicial Commission shall be composed of no fewer than nine members, with no more than one of its ruling elder members from any one of its constituent congregations.
  - (2) **Classes.** The Permanent Judicial Commission shall be arranged in three classes of six years each, with each class as equal as possible in size and with one class completing its term every two years.
  - (3) **Moderator and Clerk.** For each case before it, the Permanent Judicial Commission shall meet and elect from its members a moderator and a clerk.
  - (4) **Vacancies.** Vacancies on the Permanent Judicial Commission due to resignation, death, or any other cause shall be filled by election by the Presbytery. The Presbytery may elect a person to fill an unexpired term at any meeting.
  - (5) **Eligibility.** Eligibility for service on the Permanent Judicial Commission is subject to the following additional conditions:
    - a. In filling vacancies for unexpired terms, a member who has served more than half a term is considered to have served a full term and is ineligible for immediate re-election.
    - b. No person who has served on a permanent judicial commission for a full term shall be eligible for reelection until two years have elapsed after the expired six-year term.
    - c. No person shall serve on more than one permanent judicial commission at the same time.
    - d. The moderator, stated clerk, or any member of the staff of a council or the staff of any of its entities shall not serve on its permanent judicial commission.
    - e. Continuing membership on a presbytery permanent judicial commission is dependent on membership in a congregation of the presbytery or in the presbytery.
- C. Roster.** The Stated Clerk shall keep a current roster of those members of the permanent judicial commission whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. The stated clerk shall report the roster annually to the council or councils.
- D. Meetings.** The meetings of the Permanent Judicial Commission shall be held at such times and places as the electing council or councils shall direct, or, if no directions are given, at such times and places as the Permanent Judicial Commission shall determine.
- E. Quorum.** The quorum of the Permanent Judicial Commission shall be a majority of its members, except that the quorum of the Permanent Judicial Commission in a disciplinary case shall be a majority of the membership other than those currently serving members assigned responsibilities under D-3.0102. In no instance shall the quorum be fewer than five members.



**F. Activation of the Permanent Judicial Commission.** The commission and its investigative committee(s) shall be activated when the Stated Clerk receives in writing a signed complaint, allegation, or reference, as described in the Rules of Church Discipline. Whenever a permanent judicial commission is required to meet for a hearing or trial, the Stated Clerk shall recruit a sufficient number of additional members by rotation from the roster of former members to ensure that a quorum will not be lost during the course of the proceeding.

**G. Exclusions from Participation.** When a congregation is a party to a case, members of the Permanent Judicial Commission who are members of that congregation or persons in permanent or temporary pastoral relationships with that congregation shall not participate in the case in any way.

Members designated under D-3.0102 (see Ch. 11.K, below) shall not otherwise participate in the case.

**H. Presbytery Moderator or Stated Clerk as Parties.**

(1) If there is a complaint, allegation, or reference in which the Presbytery Moderator is named as a party, the Presbytery Vice-Moderator shall assume the office of Presbytery Moderator including the roles and responsibilities under the Rules of Church Discipline and this Chapter of the Manual of Administrative Operations until the complaint, allegation, or reference is properly adjudicated under the Rules of Church Discipline.

(2) If there is a complaint, allegation, or reference in which the Stated Clerk is named as a party, the Presbytery Council shall appoint a Stated Clerk *pro tempore* to assume the roles and responsibilities under the Rules of Church Discipline and this Chapter of the Manual of Administrative Operations until the complaint, allegation, or reference is properly adjudicated under the Rules of Church Discipline.

(3) If there is a complaint, allegation or reference in which the Presbytery Moderator or Stated Clerk are named as parties, the Permanent Judicial Commission may decide to make a reference to the Synod for the matters to be adjudicated under the Rules of Church Discipline.

**I. Permanent Judicial Commission Orientation.** Once the activated Permanent Judicial Commission is convened with a quorum (a simple majority of members) and has elected its moderator and clerk, the Stated Clerk shall orient all members to the Rules of Church Discipline and be presented the complaint, allegation, or reference from a session for due process under the Rules.

**J. Disciplinary Investigating Committee.** Under the Disciplinary process of the Rules of Church Discipline, from the nine Permanent Judicial Commission members, the Presbytery Moderator, in consultation with the Stated Clerk, shall appoint three members to be the investigating committee in Disciplinary cases (see D-7.05). The remaining six members of the Permanent Judicial Commission shall be directed by the Presbytery Moderator to convene and elect from themselves a moderator and a clerk. If a quorum cannot be obtained, the Presbytery Moderator shall appoint members to the Permanent Judicial Commission from the roster of former Permanent Judicial Commission members and report the action at the next stated meeting of the Presbytery.

**K. Special Committee of Reviewers and Effect on Quorum.**

(1) Purpose. The moderator of the Permanent Judicial Commission shall designate a special committee of three persons to review any petition for review of the

procedures of the investigating committee while the investigation in a disciplinary case is in process (D-7.11), to review any petition for review of the decision not to file charges (D-7.1402), and to determine the need for administrative leave (D-7.0902).

- (2) Composition. The special committee shall be composed of at least one current member of the Permanent Judicial Commission and may include up to two former members of the Permanent Judicial Commission from the list of former Permanent Judicial Commission members required by D-3.0602b. The members of the special committee shall not take part in any subsequent trial.
- (3) Trial Quorum. When a case proceeds to trial after a review, the quorum of the Permanent Judicial Commission shall be a majority of its members who did not participate in the review, but in no case shall a quorum be fewer than five members (D-3.0602).
- (4) Session Reference. A session serving as a Permanent Judicial Commission under the Rules of Church Discipline shall make a reference of any petition for review to the Presbytery Stated Clerk, who shall follow this process for the creation of a special committee.

**L. Inability to Attain a Quorum.** If, through absence, disqualification, or recusal, a sufficient number of members of the Permanent Judicial Commission is not present to constitute a quorum, the Permanent Judicial Commission shall recess until such time as a quorum can be ensured as stated above.

**M. Expenses.** If the Permanent Judicial Commission is unable to try a case for lack of a quorum, if applicable, the Presbytery shall reimburse the expenses reasonably incurred by those persons required to be present in person.

## CHAPTER 17: STANDING COMMITTEES

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### A. Nominating Committee.

The Nominating Committee's purpose and work are described by the Constitution (G-3.0111). The Nominating Committee shall report to the Presbytery Assembly with recommendations for action.

- (1) Responsibilities. The Committee determines and oversees the process for nominating persons to serve in positions requiring election by this Manual. The process shall ensure that nominations are made by an entity broadly representative of the constituency of the presbytery, and in conformity with the church's commitment to unity in diversity (F-1.0403).
- (2) Members. The Presbytery Assembly shall elect a Nominating Committee broadly representative of the member churches of the Presbytery, with a membership as evenly divided as possible between ministers and ruling elders, and inclusive on the basis of race, gender, sexual orientation, age, and/or disability. The Nominating Committee shall consist of no more than nine and no fewer than two members, nominated by the Council and elected by the Presbytery Assembly. The membership will be composed of three classes, each class with equal numbers of members, if possible.
- (3) Terms. The term shall be no more than three years. No member shall be elected for more than two consecutive three-year terms. Nominations, elections, terms and



term limits of members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

**B. Committee on Representation.**

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The Committee on Representation's purpose and work are described by the Constitution (F-1.0403 and G-3.0103). This Committee shall report to the Presbytery Assembly with recommendations for action.

- (1) Responsibilities. The main function of the Committee on Representation shall be to advise the Presbytery with respect to its membership and to that of its commissions, committees, teams, agencies and other units in implementing the principles of participation and inclusiveness to ensure fair and effective representation in the decision making of the Presbytery. The Committee on Representation shall serve both as an advocate for the representation of people of differing races, ethnicities, gender, age, abilities, and sexual orientation, and as a continuing resource to the presbytery in these areas. In particular, the Committee on Representation shall:
  - a. Review the performance of Presbytery in these areas and report annually to it and to the Synod with recommendations for any needed corrective action;
  - b. Consult with the Nominating Committee concerning nomination or appointment of people of differing races, ethnicities, gender, age, abilities, and sexual orientation to commissions, committees, teams, agencies or other units;
  - c. Advise and resource the Presbytery on the employment of personnel, in accordance with the principles of participation and representation (F-1.0403) and in conformity with the State of Wisconsin's Fair Employment Law (Sections 111.31-111.395 of the Wisconsin Statutes).
- (2) Members. There shall be two classes composed of two members each, a ruling elder and a minister, and demographically representative of the presbytery.
- (3) Terms. The term of office is for three years, and a member may be re-elected by the Presbytery to serve no more than two consecutive terms. Nominations, elections, terms and term limits of members shall be per [Chapter 6](#) of this Manual of Administrative Operations.

**C. Bills and Overtures Committee.**

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The Bills and Overtures Committee has no regular scheduled meetings but convenes when proposed amendments to the Constitution are received from the General Assembly, and when overtures from the Presbytery of Milwaukee or other presbyteries to the General Assembly are to be considered. This Committee shall report to the Presbytery Assembly with recommendations for action.

- (1) Responsibilities. The Bills and Overtures Committee:
  - a. Receives and prepares proposed overtures originating in the Presbytery of Milwaukee or overtures from other presbyteries which seek concurrence for submission to the General Assembly, and presents them to the Presbytery in a timely manner according to the rules of the General Assembly, and may at its discretion offer non-binding recommendations to the Presbytery for approval or disapproval;
  - b. Reviews and makes recommendations to the Presbytery when proposed amendments are received from the General Assembly to be voted on by the presbyteries.

(2) Members. The Bills and Overtures Committee shall be composed of the Presbytery Vice-Moderator, two General Assembly Commissioners, and one Young Adult Advisory Delegate (YAAD) to the most recent General Assembly. The Presbytery Vice-Moderator serves as Moderator of the Bills and Overtures Committee. The Stated Clerk shall serve the committee as secretary with voice but without vote.

(3) Terms. The term shall be two years.

#### **D. Personnel Committee.**

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The Personnel Committee is responsible for providing oversight of the Presbytery staff, and is accountable to the Presbytery through the Presbytery Council.

(1) Responsibilities. The Personnel Committee shall:

- a. Maintain and implement the Presbytery Personnel Policies;
- b. Provide for annual reviews of all Presbytery staff;
- c. Make salary recommendations to the Council;
- d. Investigate and make recommendations to the Commission on Pastoral Ministries annually regarding compensation standards for ministers;
- e. Be available to Presbytery staff members for consultation;
- f. Work with the designated staff, interview and recommend to Council hiring and dismissal of Presbytery staff, as well as creation and dissolution of positions; and
- g. Work with the designated staff, interview and recommend to the Nominating Committee the nomination of the Presbytery Treasurer, Presbytery Foundation Treasurer, Stated Clerk and Associate Stated Clerk.

(2) Members. The Personnel Committee shall be composed of no more than six and no fewer than two members nominated by the Nominating Committee and elected by the Presbytery Assembly. One additional member who is also a member of Council shall be appointed by Council to the Committee and shall serve at the pleasure of the Council while the person is a member of the Council. Designated staff shall serve *ex officio* with voice and vote. The membership elected by the Presbytery Assembly will be composed of three classes, each class with equal numbers of members if possible.

(3) Terms. Members shall be elected for a term of three years. No member shall be elected for more than two consecutive, three-year terms. These term limits do not apply to designated staff.

#### **E. Finance Committee.**

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The Finance Committee is responsible for overseeing the finances of the Presbytery, and is accountable to the Presbytery through the Presbytery Council.

(1) Responsibilities. The Finance Committee shall:

- a. Assist the Presbytery Executive, treasurer and the Council in the development of annual budgets, and monitor adherence to them;
- b. Review on at least a quarterly basis the Presbytery financials to look for any unusual transactions, patterns, or deviations;
- c. Develop strategies for increasing revenues, decreasing unnecessary expenses, and ensuring the financial sustainability of the Presbytery;

- d. Confirm that appropriate controls are in place to protect Presbytery funds from misuse or embezzlement;
  - e. Coordinate with the Presbytery Foundation on financial needs and cash flow between the organizations;
  - f. Advise the Council on the financial health of the Presbytery, including utilizing data for short- and long-term projections;
  - g. Make periodic reports to the Presbytery Assembly, as requested by the Council; and
  - h. Assist staff in coordinating with outside accounting firm and recommend changes to the firm and its responsibilities as needed.
- (2) Members. The Finance Committee shall have no more than six and no fewer than three members. Members will be nominated by the Nominating Committee and elected by the Presbytery Assembly. The membership elected by the Presbytery Assembly will be composed of three classes. The Presbytery Treasurer shall be an *ex officio* member, with voice and vote. The Treasurer shall not be the moderator of this committee. Designated staff shall serve *ex officio* with voice and vote.
- (3) Terms. Members shall be elected for a term of three years. No member shall be elected for more than two consecutive, three-year terms. These term provisions do not apply to the Presbytery Treasurer.

## CHAPTER 18: ADDITIONAL ADMINISTRATIVE COMMISSIONS [\[Return to Table of Contents\]](#)

In accordance with the Book of Order (G-3.0109b), the Presbytery Assembly may create administrative commissions to consider and conclude matters not involving ecclesiastical judicial process, except that in the discharge of their assigned responsibilities the administrative commissions may discover and report to the Assembly matters that may require judicial action by the Assembly. The Assembly shall state specifically the scope of the commission's powers and any restrictions on those powers.

- A. Composition.** Administrative commissions shall be composed of ruling elders and ministers in numbers as nearly equal as possible and sufficient to accomplish their work. The minimum number for a commission is three people.
- B. Election or Appointment.** Members may be directly elected from a slate presented by the Presbytery Moderator, or the Presbytery Moderator may appoint members in consultation with the Stated Clerk, executive staff, and, if applicable, the moderators of Council and the Commission on Transitional Ministries.
- C. Quorum.** A quorum of any administrative commission shall be a majority of its members.
- D. Presbytery-Delegated Authority.** The Presbytery Assembly may entrust an administrative commission to:
  - (1) Ordain and install ministers;
  - (2) Examine and receive into membership ministers seeking membership in the presbytery, including approval of terms of call and commissions for ordination and installation; and receive candidates under care;
  - (3) Develop immigrant fellowships, organize new congregations and worshiping communities, merge congregations, or form union or federated congregations;

- (4) Visit particular congregations of the presbytery reported to be affected with disorder, and inquire into and settle the difficulties therein, except that no commission of a presbytery shall be empowered to dissolve a pastoral relationship without the specific authorization by the Presbytery Assembly;
  - (5) Assume original jurisdiction, or full power and responsibility, over a session, when necessary;
  - (6) Make pastoral inquiry into persons accused of sexual abuse of another person (D-10.0401c). When jurisdiction in a judicial proceeding against such persons has ended due to death or renunciation of the accused, such inquiries shall not be understood as judicial proceedings but shall seek to reach a determination of truth related to the accusation and to make appropriate recommendations to the Assembly; and
  - (7) Address other matters as determined by the Presbytery Assembly.
- E. Commission Records.** A commission shall keep a full record of its proceedings and shall submit that record to the Presbytery for incorporation into its records.
  - F. Commission Actions.** Actions of a commission shall be regarded as actions of the Presbytery. The Presbytery may rescind or amend an action of its administrative commission in the same way actions of the Presbytery are modified.
  - G. Commission Decisions.** The decisions of an administrative commission shall be reported to the Stated Clerk who shall report it to the Presbytery Assembly at its next stated meeting.
  - H. Additional Duties.** A commission may be assigned additional duties by the Presbytery as a committee, which duties shall be reported and handled as the report of a committee.
  - I. Notice and Opportunity to be Heard.** When an administrative commission has been designated to settle differences within a particular organization or council, it shall, before making its decision final, afford to all persons affected by its decision fair notice and an opportunity to be heard on matters at issue.
  - J. Termination.** Administrative commissions are dismissed or dissolved by act of the Presbytery alone.

## **CHAPTER 19: COMMISSIONERS TO SYNOD & GENERAL ASSEMBLY** [\[Return to Contents\]](#)

The Presbytery has a responsibility to maintain regular and continuing relationship to Synod and General Assembly (G-3.0302).

### **A. Nomination and Election.**

- (1) The Nominating Committee shall nominate ministers and ruling elders to serve as commissioners and alternates to the Synod and the General Assembly in numbers as prescribed by the Synod and General Assembly.
- (2) Commissioners shall be elected prior to the deadlines set by the Synod and General Assembly.
- (3) Consideration shall be given to the dates when ministers have last served as commissioners and when churches have had elder representation; also, to the date of ordination of ministers, to their reception into the Presbytery, and to their faithfulness as presbyters.

(4) No person may be elected as a commissioner to both governing bodies in the same year.

**B. Reporting.** Commissioners shall report the deliberations and actions of the Synod and the General Assembly when requested by the Presbytery.

## CHAPTER 20: FOUNDATION

[\[Return to Table of Contents\]](#)

**A. Foundation Board.** The Presbytery of Milwaukee Foundation board members shall be elected from the Presbytery according to the bylaws of the Foundation and shall serve the purpose of the Foundation as defined by the bylaws of the Foundation.

**B. Responsibilities.** The Foundation shall control all matters related to the revenues, investments and expenditures of the Foundation consistent with decisions of the Presbytery Council.

(1) Proceeds from Sales of Properties. Net proceeds from the sale of properties of dissolved congregations will be deposited in the Foundation, unless otherwise designated by the Presbytery Assembly.

(2) Disbursements. Other than payment of management, all disbursements from the Foundation will be made directly to the account of the Presbytery of Milwaukee and be authorized by the Foundation Secretary/Treasurer and another Foundation officer. The Chair of the Presbytery's Finance Committee, the Presbytery Treasurer, and the Presbytery Executive are authorized to transmit such requests for disbursement, which shall be transmitted in writing (which may be by digital means). Requests for disbursement shall state the amount of the requested disbursement, whether the request is for a one time or a recurring transfer, and whether the amount is included in the approved Presbytery budget or authorized by the Presbytery Assembly.

(3) Loans. The Foundation may loan money to the Presbytery, its congregations, or ministries consistent with the goals of the Presbytery at the request and approval of the Presbytery Assembly. Such loans will not exceed fifteen per cent (15%) of total Foundation assets, and the terms of any loan shall not exceed five years.

**C. Amendments to Foundation Bylaws.** The Foundation bylaws may be amended at any regular meeting of the Presbytery, or at a special meeting called for that purpose, by a vote of the majority of the delegates present at such meeting. Amendments may be proposed by the Board or the Presbytery. If the Presbytery proposes the amendments, then the Presbytery shall consult with the Board and give it the opportunity for review and comment.

## CHAPTER 21: AMENDMENT AND SUSPENSION OF MANUAL OF OPERATIONS

[\[Return to Table of Contents\]](#)

**A. Amendments.** This Manual of Administrative Operations may be amended by a majority vote of the members present at a meeting of the Presbytery Assembly. Changes related to layout, ordering, spelling mistakes, typographical errors, or incorrect grammar are not considered amendments.

**B. Suspension.** Portions of the Manual Administrative Operations may be suspended by a two-thirds vote of the members present at any duly called meeting of the Presbytery Assembly, in part or in whole, with the exception of this chapter, and such suspension shall not be in conflict with the Constitution of the Presbyterian Church (U.S.A.).

**EXHIBIT C**

WP pg. 58



**Hosting GA227 in 2026**

April 10, 2024

Lisa Heckman

Last month while in Louisville, I had lunch with Kate Trigger Duffert, Director of General Assembly Planning. She answered many of the questions we’ve had about what it means to host a GA. Here’s what I learned.

GA227 will be same format as GA226: Online committee meetings for 3 days; 1 day for “break” for committee moderators to write their reports; 1 travel day (in 2024 there will be a huge welcome celebration in the evening of the travel day); and in-person plenary for about 1 week.

There are **not** high expectations of financial costs to the presbytery. In fact OGA (Office of the General Assembly) offers a grant of \$35,000-40,000 for us to use however we need. That could be to hire someone to coordinate our work leading the Committee on Local Arrangements (CLA) or to give extra money to staff if they are working overtime supporting the CLA or for special events we host (if we want to do any), or whatever else we think of or need.

The main question OGA asks of us is **“How do we want to be a part of things?”**

OGA will work with us to incorporate what is important to our presbytery into the Assembly. That includes:

- Our local Land Acknowledgement.
- Mission projects or issues that are important to us.
  - In 2022, attendees were invited to bring personal care products for missions in mid-Kentucky.
  - In 2024, attendees are invited to bring socks for homeless initiatives in Salt Lake City.
- A Report (verbal and written) to the Assembly highlighting our current work .

Volunteers will be needed:

- At the airport to get folks on shuttles to their hotels.
- At the convention center to provide hospitality.
- During worship as ushers and greeters, collecting offering, etc.
- As communion servers; past GAs have done communion by intinction.

Beyond that, it is up to us how else we want to be involved. The bottom line is, hosting GA227 is very doable! Get excited – this will be a great opportunity to connect with the larger church and for them to experience the blessings we have here in Wisconsin!

Grace and Peace.

*Lisa*

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Rev. Lisa S. Heckman  
Transitional Executive Presbyter  
[lisa@pbymilwaukee.org](mailto:lisa@pbymilwaukee.org)

work: 414.292.2743

cell: 607.321.4581



## **Personnel Committee Report**

### **Presbytery of Milwaukee Meeting - May 21, 2024**

#### Presbytery Staffing Change

As you may have seen in Fresh Impressions...

“ Steph Gallager, Temporary Administrative Manager, has tendered her resignation. Her last day with the Milwaukee Presbytery will be May 9, 2024. We appreciate the work she has done and we wish her well in her future endeavors.

While the Presbytery staff works through this transition, please direct all administrative emails and calls to Lisa Heckman, Transitional Executive Presbyter ([lisa@pbymilwaukee.org](mailto:lisa@pbymilwaukee.org) / 414-292-2743)."

To accommodate the larger transitional work that's underway, Personnel is examining the position description and will open the search for a temporary staff position ASAP. Though we recognize there will always be need for administrative assistance at the Presbytery, the position responsibilities may shift in the future hence the use of the word "temporary".

Though the position is not yet formally posted, (as of the submission deadline for this report) we encourage you to make us aware of anyone who might be interested in finding out more about this important staff position. Contact Personnel Moderator, Tracey Pomeroy via email at [traceypomeroy120@gmail.com](mailto:traceypomeroy120@gmail.com) .

#### Other Committee Work

- Personnel will begin staff evaluations later this summer. Watch for a notice in Fresh Impressions when we solicit feedback from you about our awesome staff. Your feedback is helpful, anonymous and appreciated!!
- The Milwaukee Presbytery maintains traditional business hours throughout the year, including the summer months. Those are currently defined as Monday through Friday from 9:00 am - 5:00 pm. Calls and emails outside of those business hours will receive a response from a member of staff as soon as possible.

Respectfully submitted,

Tracey Pomeroy,  
Personnel Committee, Moderator



## Commission on Congregational Vitality

### Presbytery Report

May 6, 2024

The 2024 year is getting off to a busy start for this Commission. Keeping the Seven Marks of Vitality top of mind, the members of the Commission have been pleased to consider a number of requests, and to look creatively at collaboration across the Presbytery.

The requests for Vitality Grants and Leadership Development Grants have been well-received, and have exceeded the requests from the last few years. Requests from Grace United Church to support the “Extravagant Welcome” program and for the San Jose Parish “Growing in Vitality” Training program have been approved. A grant proposal from Living Hope will support a Visioning Retreat for Evangelism: Outward Focus. Mary Carlin has been granted funds to support her thesis residency, as well. Southminster will receive a grant to hire Mark Fraley to fill in as pastor during the Reverend Dr. Christian Boyd’s sabbatical, as well as to serve as a coach for community organizing in the Sunset Heights neighborhood.

Members of the Commission have started a plan to encourage collaboration among the members of the Presbytery, and to minimize siloing. We will invite and encourage the sharing of ‘Super Powers’. Each member Church does something that is unique and shareable. Whether it’s a theology book discussion group, expertise in grieving, work with a community program, a chili cook-off, upcycling, community gardening – what seems like ‘business as usual’ might be inspiring to another group. Watch for more information and ways to add your information to a Super Power portal.

And, we are keeping our youth top of mind, as well. Discussion has started about a youth event.

As we look ahead, there are three ways in which support is available: ***Camperships, Vitality Grants, and Leadership Development Grants***. More information about each of these, as well as application papers, can be found here:

<https://www.pbymilwaukee.org/commission-on-cong-vitality.html>

**Commission on Transitional Ministries  
Presbytery of Milwaukee  
May 21, 2024**

On behalf of the Presbytery of Milwaukee, the Commission on Transitional Ministries took the following actions between November 8, 2023 and April 16, 2024.

**TRANSITIONS**

Approved changing the status of Rev. Beth Patton to At Large effective January 1, 2024.

Approved changing the status of Rev. Dr. Deborah Block to Retired effective February 1, 2024.

**ACTIONS TAKEN FOR PASTORAL SEARCH PROCESS**

Approved the request from the Session of Linn Presbyterian, Lake Geneva to form a PNC to call either an Installed or Designated Pastor.

Approved Rev. Lori Powell for Part-time Designated Pastor at Grace United, Fort Atkinson and enrollment in the Presbytery of Milwaukee.

Approved the Ministry Discernment Profile for Beloit United.

Approved the Ministry Discernment Profile for Linn Presbyterian, Lake Geneva.

**ACTIONS TAKEN FOR CONTRACTS**

Approved a one-year contract between Second Presbyterian Racine and Rev. Loveall.

Approved a one-year contract between Second Presbyterian Racine and Rev. Knabe.

**ADDITIONAL ACTIONS**

Approved the Moderator's appointment of Rev. Paige Loveall to moderate the congregational meeting of Second Presbyterian Church (Racine) on January 28th, 2024.

Approved the Moderator's appointment of Rev. Dottie Halverson to moderate the congregational meeting of Apostle Presbyterian Church, West Allis on November 26th, 2023.

Approved the Moderator's appointment of Rev. Sid Bouldin to moderate the congregational meeting of Apostle Presbyterian Church, West Allis on January 28th, 2024.

Approved the request from the Session of Immanuel Presbyterian Church, Milwaukee to bestow Emerita status on Rev. Dr. Deborah Block upon retirement.

Approved the Moderator's appointment of Rev. Michelle Henrichs to moderate the Session of Faith Presbyterian, Franklin.

**Disaster Preparedness and Response Task Force  
Report to Presbytery of Milwaukee  
May 21, 2024**

Members of the Disaster Preparedness and Response Task Force (DP&RTF) continue to encourage congregations to complete the annual “Church Disaster Preparedness Assessment” for 2024. The hope is that during this past year at least one additional step in disaster preparedness has been taken by each church. Churches are being asked to select another item(s) from the assessment to accomplish in 2024.

On February 15<sup>th</sup>, the DP&RTF met with Clerks of Session and/or Church disaster preparedness contact persons. Two meeting time options were provided for their convenience. The annual Congregation Disaster Preparedness Assessment form was reviewed with attendees and they were encouraged to complete and return it at their earliest convenience. We further discussed the importance of congregations having a Disaster Preparedness Plan and offered the use of a template to get them started, if a plan doesn’t currently exist. This template is available on the presbytery’s website, along with a well-developed resource list.

A follow-up meeting with Clerks of Session and/or Church disaster preparedness contact persons is scheduled for Thursday, June 13<sup>th</sup> at either 4PM or 7PM. This was requested by some to better ensure that some movement is taking place toward completing a Disaster Preparedness Plan for their congregation.

If a Disaster Preparedness Plan already exists for your congregation, it is important to review this plan annually and update it. It is equally important that all key persons who are included in the plan, have a copy of it and are aware of their role in the plan. It is recommended that you let your congregation know that a disaster preparedness plan exists and the congregation should be informed of procedures to follow in case of a fire or tornado warning, if you choose not to hold drills, as well as the communication plan.

Task force members continue to be available to assist church leadership with disaster preparedness. Don’t hesitate to reach out to us for assistance!

Respectfully submitted,  
Marilyn Stone

DP&R Task Force Members:

Catherine Neal, [servantcatherine@hotmail.com](mailto:servantcatherine@hotmail.com)  
Laurie VanderJagt, [laurie.vanderjagt@gmail.com](mailto:laurie.vanderjagt@gmail.com)

Ben Neal, [beneal@hotmail.com](mailto:beneal@hotmail.com)  
Marilyn Stone, [mmstone52@att.net](mailto:mmstone52@att.net)

**Vernon Administrative Commission  
Presbytery Report  
May 19, 2024**

Members: Rev. Judith Holmes-Jensen, rBBC, Moderator; Michelle Fitzgerald, Elder; Karin Leinon, Elder/Vernon Church Liaison and Treasurer; Cathy Manthei, CRE and Secretary; Richard Rodgers, Elder; and Ken Alderden, Elder.

The Vernon Administrative Commission (VAC) met last on May 2, 2024.

We have resubmitted the IRS paperwork for non-profit organizations utilizing the services of the Affledt Law Firm.

We continue to work on cleaning out the church. We have a number of items that we have been working on finding a home for. They include a baptismal font, lectern, stationary organ, electric organ, and a piano. If anyone is interested in any of these items, please contact Cathy Manthei at [mantheicj@gmail.com](mailto:mantheicj@gmail.com).

The staff, family and board members have been freshening up the outside of the center. It has been power washed, river rock has been put in the flower beds, weeding and pruning has happened, and old furniture has been removed. Additionally, work has begun on the outside nature center. A sensory garden has been planned. Master Gardeners continues to assist and provide valuable help regarding plantings, education, and creating 'centers' of age-appropriate learning.

Several maintenance items have been identified and we are working on getting bids and determining the wisest course of action. The regarding of the patio outside the Mann room will begin in two weeks. We continue to look at roofing and gutter issues.

Our most recent audit from the State was successfully completed. The State is pleased with how the daycare is being run.

Sincerely,

Rev. Judith Holmes-Jensen, rBBC

Moderator, Vernon Administrative Commission.

**Presbytery of Milwaukee Foundation, Inc.**  
**Secretary/Treasurer's Report**  
**April 30, 2024**

**Balance Sheet**

The April 30, 2024, Balance Sheet shows that the total assets in the Foundation during 2024 decreased by \$(58,294.30) from a December 31, 2023, balance of \$1,889,818.35 to an April 30, 2024, balance of \$1,831,524.05. The April 30, 2024, the cash balance of \$123,100.57 represents 6.82% of the total Morgan Stanley assets. The remaining Morgan Stanley assets consist of equity investments 59.70% and fixed income and preferred investments of 33.48%. Presbytery has currently committed \$95,667.32 of the Foundation assets in addition to a Foundation approved monthly cash draw of \$14,470.00.

**Statement of Activity**

The Statement of Activity shows the Morgan Stanley Change in Value, Advisory Fees and transfers between the Foundation and Presbytery.

The Year-to-Date April 30, **2024**, Morgan Stanley Change in Value less Advisory Fees was an increase of \$11,500.54 or plus .62% of the Morgan Stanley beginning of the year balance.

The Year-to-Date April 30, **2023**, Morgan Stanley Change in Value less Advisory Fees was an increase of \$89,327.82 or 5.71%.

During April 2024, \$14,470.00 was transferred from the Foundation to Presbytery for general support, \$1,311.00 for Towner Scholarships, \$1,745.00 for Pastoral Support Grants and \$4,973.84 for San Jose Ministry Project Grants.

During April 2024, \$15,000 was transferred from Preferred Saving to Available Cash to fund the cash transfer to Presbytery.

During April 2024, \$50,000 of US Core Fixed Income Funds were sold and \$25,000 added to US Large Cap Growth Equities and \$25,000 added to US Large Cap Value Equities.

During April 2024, Martin Currie Emerging Mkts funds were replaced with GQG Partners Emerging Markets Funds.

Sincerely,

David L. Holle

Secretary/Treasurer

May 3, 2024

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**

**Balance Sheet**

| <b>ASSETS</b>                    | <u>Dec. 31, 2023</u>          | <u>March 31, 2024</u>         | <u>April Change</u>          | <u>April 30, 2024</u>         |
|----------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| Morgan Stanley Account           |                               |                               |                              |                               |
| Cash and Savings                 | \$ 125,250.39                 | \$ 150,406.63                 | \$ (27,306.06)               | \$ 123,100.57                 |
| Investments                      | <u>\$ 1,738,038.35</u>        | <u>\$ 1,739,427.09</u>        | <u>\$ (56,958.66)</u>        | <u>\$ 1,682,468.43</u>        |
| Total Morgan Stanley Acct.       | \$ 1,863,288.74               | \$ 1,889,833.72               | \$ (84,264.72)               | \$ 1,805,569.00               |
| Loans Receivable                 |                               |                               |                              |                               |
| - Southminster Church            | <u>\$ 26,529.61</u>           | <u>\$ 25,955.05</u>           | <u>\$ -</u>                  | <u>\$ 25,955.05</u>           |
| <br>                             |                               |                               |                              |                               |
| <b>TOTAL ASSETS</b>              | <u><b>\$ 1,889,818.35</b></u> | <u><b>\$ 1,915,788.77</b></u> | <u><b>\$ (84,264.72)</b></u> | <u><b>\$ 1,831,524.05</b></u> |
| <br>                             |                               |                               |                              |                               |
| <b>Funds</b>                     |                               |                               |                              |                               |
| Congregational Vitality          | \$ 28,529.00                  | \$ 28,529.00                  | \$ -                         | 28,529.00                     |
| San Jose Ministry Project Grants | 26,495.00                     | 26,495.00                     | (4,973.84)                   | 21,521.16                     |
| Supporting Pastors - COM         | 41,139.49                     | 36,554.49                     | (1,745.00)                   | 34,809.49                     |
| Towner Scholarships              | <u>7,418.67</u>               | <u>12,118.67</u>              | <u>(1,311.00)</u>            | <u>10,807.67</u>              |
| Total Committed Funds -          | \$ 103,582.16                 | \$ 103,697.16                 | \$ (8,029.84)                | \$ 95,667.32                  |
| Designated by Presbytery         |                               |                               |                              |                               |
| Uncommitted Funds                | <u>1,786,236.19</u>           | <u>1,812,091.61</u>           | <u>(76,234.88)</u>           | <u>1,735,856.73</u>           |
| <b>TOTAL FUNDS</b>               | <u><b>\$ 1,889,818.35</b></u> | <u><b>\$ 1,915,788.77</b></u> | <u><b>\$ (84,264.72)</b></u> | <u><b>\$ 1,831,524.05</b></u> |

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**

**Statement of Activity**

|                                            | <u>Year to Date</u>          | <u>April Change</u>          | <u>Year to Date</u>          |        |
|--------------------------------------------|------------------------------|------------------------------|------------------------------|--------|
| <b>Morgan Stanley</b>                      | <u>March 31, 2024</u>        |                              | <u>April 30, 2024</u>        |        |
| Morgan Stanley Change in Value             | \$ 78,599.59                 | \$ (59,949.22)               | \$ 18,650.37                 | 1.00%  |
| Morgan Stanley Advisory Fees               | <u>(5,334.17)</u>            | <u>(1,815.66)</u>            | <u>(7,149.83)</u>            | -0.38% |
| Morgan Stanley Change in Value and Fees    | \$ 73,265.42                 | \$ (61,764.88)               | \$ 11,500.54                 |        |
| as a percentage of beginning account total | 3.93%                        | -3.31%                       | 0.62%                        |        |
| <br>                                       |                              |                              |                              |        |
| <b>Transfers</b>                           |                              |                              |                              |        |
| Presbytery Support                         | \$ (43,410.00)               | \$ (14,470.00)               | \$ (57,880.00)               |        |
| Southminster loan payment received         | 574.56                       | -                            | \$ 574.56                    |        |
| Southminster loan balance reduced          | (574.56)                     | -                            | \$ (574.56)                  |        |
| Towner Scholarships grants                 | 4,700.00                     | (1,311.00)                   | \$ 3,389.00                  |        |
| Pastoral Support Grants                    | (4,585.00)                   | (1,745.00)                   | \$ (6,330.00)                |        |
| Camp Scholarships from Uncommitted Funds   | (4,000.00)                   | -                            | \$ (4,000.00)                |        |
| San Jose Ministry Project Grants           | <u>-</u>                     | <u>(4,973.84)</u>            | <u>\$ (4,973.84)</u>         |        |
| Transfers Increase (Decrease)              | <u><b>\$ (47,295.00)</b></u> | <u><b>\$ (22,499.84)</b></u> | <u><b>\$ (69,794.84)</b></u> |        |
| Net Change in Total Assets                 | <u><b>\$ 25,970.42</b></u>   | <u><b>\$ (84,264.72)</b></u> | <u><b>\$ (58,294.30)</b></u> |        |

Prepared on May 3, 2024 by David L. Holle  
Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.  
Foundation Financials YTD April 30, 2024

**Morgan Stanley Reconciliation**

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**

**Balance Sheet**

**Morgan Stanley Account**

| <b>ASSETS</b>               | <u>Dec. 31, 2023</u>   | <u>March 31, 2024</u>  | <u>April 30, 2024</u>  | <u>May 31, 2024</u> |
|-----------------------------|------------------------|------------------------|------------------------|---------------------|
| Morgan Stanley              |                        |                        |                        |                     |
| - Cash & Savings            | \$ 125,250.39          | \$ 150,406.63          | \$ 123,100.57          | \$ -                |
| - Stocks and Bonds          | <u>1,738,038.35</u>    | <u>1,739,427.09</u>    | <u>1,682,468.43</u>    | <u>-</u>            |
| Total Morgan Stanley Assets | <u>\$ 1,863,288.74</u> | <u>\$ 1,889,833.72</u> | <u>\$ 1,805,569.00</u> | <u>\$ -</u>         |

|                                                           |    | <u>Total YTD</u> |        | <u>April 30, 2024</u> |        | <u>May 31, 2024</u> |        | <u>Total YTD</u>   | <u>%</u> |
|-----------------------------------------------------------|----|------------------|--------|-----------------------|--------|---------------------|--------|--------------------|----------|
| Morgan Stanley Change in Value - All Accounts             | \$ | 78,599.59        | 4.22%  | \$ (59,949.22)        | -3.17% | \$ -                | -3.22% | \$ 18,650.37       | 1.00%    |
| Morgan Stanley Advisory Fees                              |    | (5,334.17)       | -0.29% | (1,815.66)            | -0.10% | -                   | -0.10% | (7,149.83)         |          |
| Transfer to Presbytery for General Support                |    | (43,410.00)      |        | (14,470.00)           |        | -                   |        | (57,880.00)        |          |
| Transfer from Presbytery for Southminster Loan            |    | 574.56           |        | -                     |        | -                   |        | 574.56             |          |
| Transfer from Donor for Towner Scholarships               |    | 4,700.00         |        | (1,311.00)            |        | -                   |        | 3,389.00           |          |
| Transfer to Presbytery for Pastor Support                 |    | (4,585.00)       |        | (1,745.00)            |        | -                   |        | (6,330.00)         |          |
| Tfr to Presbytery for Camp Scholarships from Uncom. Funds |    | (4,000.00)       |        | -                     |        | -                   |        | (4,000.00)         |          |
| San Jose Ministry Project Grants                          |    | -                |        | (4,973.84)            |        | -                   |        | (4,973.84)         |          |
| Ernest Glen Plan from Uncommitted Funds                   |    | -                |        | -                     |        | -                   |        | -                  |          |
| Total Change to Morgan Stanley Accounts                   | \$ | <u>26,544.98</u> |        | <u>(84,264.72)</u>    |        | <u>-</u>            |        | <u>(57,719.74)</u> |          |
| Check figure                                              | \$ | 26,544.98        | ok     | (84,264.72)           | ok     | -                   |        | (1,863,288.74)     | ok       |

| <b>ASSET ALLOCATION</b>     | <u>Dec. 31, 2023</u>   | <u>%</u>     | <u>March 31, 2024</u>  | <u>%</u>     | <u>April 30, 2024</u>  | <u>%</u>     | <u>May 31, 2024</u> | <u>%</u>       |
|-----------------------------|------------------------|--------------|------------------------|--------------|------------------------|--------------|---------------------|----------------|
| Cash in all accounts        | \$ 125,250.39          | 6.72%        | \$ 150,406.63          | 7.96%        | \$ 123,100.57          | 6.82%        | \$ -                | #DIV/0!        |
| Equities                    | 1,001,637.52           | 53.76%       | 1,069,631.68           | 56.60%       | 1,070,636.14           | 59.30%       | -                   | #DIV/0!        |
| Fixed Income & Preferred    | 723,476.89             | 38.83%       | 659,543.27             | 34.90%       | 604,563.01             | 33.48%       | -                   | #DIV/0!        |
| Alternatives                | <u>12,923.94</u>       | <u>0.69%</u> | <u>10,252.14</u>       | <u>0.54%</u> | <u>7,269.28</u>        | <u>0.40%</u> | <u>-</u>            | <u>#DIV/0!</u> |
| Total Morgan Stanley Assets | <u>\$ 1,863,288.74</u> | 100.00%      | <u>\$ 1,889,833.72</u> | 100.00%      | <u>\$ 1,805,569.00</u> | 100.00%      | <u>\$ -</u>         | #DIV/0!        |

Definition of "Change In Value" is the sum of realized and unrealized capital gains or losses, plus dividends, plus interest and accrued interest.

There are two accounts at Morgan Stanley - A Cash and Preferred Savings Account and a Cash and Investments Account.

These two accounts are consolidated in these reports and the reported cash is from both accounts.

Periodic cash transfers are made from Preferred Savings to Available Cash to fund cash transfers to Presbytery.

By David L. Holle, May 3, 2024

Secretary/Treasurer

File name: Morgan Stanley Reconciliation April 30, 2024

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**  
**Balance Sheet**  
**2024**

| ASSETS                                         | End of Month           |                        |                        |                        |                        |             |             |             |             |             |             |             |             |
|------------------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|                                                | Dec. 31, 2023          | January                | February               | March                  | April                  | May         | June        | July        | August      | September   | October     | November    | December    |
| Morgan Stanley Account                         |                        |                        |                        |                        |                        |             |             |             |             |             |             |             |             |
| Cash, Money Market & C.D.s                     | \$ 125,250.39          | \$ 175,244.72          | \$ 160,203.13          | \$ 150,406.63          | \$ 123,100.57          | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| Investments                                    | \$ 1,738,038.35        | \$ 1,664,373.02        | \$ 1,700,998.28        | \$ 1,739,427.09        | \$ 1,682,468.43        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| Total Morgan Stanley Acct.                     | \$ 1,863,288.74        | \$ 1,839,617.74        | \$ 1,861,201.41        | \$ 1,889,833.72        | \$ 1,805,569.00        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| Loans Receivable                               |                        |                        |                        |                        |                        |             |             |             |             |             |             |             |             |
| - Southminster Church                          | \$ 26,529.61           | \$ 25,955.05           | \$ 25,955.05           | \$ 25,955.05           | \$ 25,955.05           | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| <b>TOTAL ASSETS</b>                            | <b>\$ 1,889,818.35</b> | <b>\$ 1,865,572.79</b> | <b>\$ 1,887,156.46</b> | <b>\$ 1,915,788.77</b> | <b>\$ 1,831,524.05</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |
| <b>FUNDS</b>                                   |                        |                        |                        |                        |                        |             |             |             |             |             |             |             |             |
| Congregational Vitality                        | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| San Jose Ministry Project Grants               | 26,495.00              | 26,495.00              | 26,495.00              | 26,495.00              | 21,521.16              | -           | -           | -           | -           | -           | -           | -           | -           |
| Supporting Pastors - COM                       | 41,139.49              | 36,554.49              | 36,554.49              | 36,554.49              | 34,809.49              | -           | -           | -           | -           | -           | -           | -           | -           |
| Towner Scholarships                            | 7,418.67               | 7,418.67               | 7,418.67               | 12,118.67              | 10,807.67              | -           | -           | -           | -           | -           | -           | -           | -           |
| Total Committed Funds Designated by Presbytery | \$ 103,582.16          | \$ 98,997.16           | \$ 98,997.16           | \$ 103,697.16          | \$ 95,667.32           | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| Uncommitted Funds                              | \$ 1,786,236.19        | \$ 1,766,575.63        | \$ 1,787,192.69        | \$ 1,812,091.61        | \$ 1,735,856.73        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        |
| <b>TOTAL FUNDS</b>                             | <b>\$ 1,889,818.35</b> | <b>\$ 1,865,572.79</b> | <b>\$ 1,886,189.85</b> | <b>\$ 1,915,788.77</b> | <b>\$ 1,831,524.05</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

|                                             | Total 2023      | 2024 January   | 2024 February  | 2024 March     | 2024 April     | 2024 May | 2024 June | 2024 July | 2024 August | 2024 September | 2024 October | 2024 November | 2024 December | 2024 YTD       |
|---------------------------------------------|-----------------|----------------|----------------|----------------|----------------|----------|-----------|-----------|-------------|----------------|--------------|---------------|---------------|----------------|
| <b>Morgan Stanley</b>                       |                 |                |                |                |                |          |           |           |             |                |              |               |               |                |
| - Change in Value                           | \$ 224,670.18   | \$ 655.14      | \$ 37,725.08   | \$ 40,219.37   | \$ (59,949.22) | \$ -     | \$ -      | \$ -      | \$ -        | \$ -           | \$ -         | \$ -          | \$ -          | \$ 18,650.37   |
| - Other Credits                             | 6.87            | -              | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ -           |
| - Advisory Fee                              | (19,614.70)     | (1,845.70)     | (1,671.41)     | (1,817.06)     | (1,815.66)     | -        | -         | -         | -           | -              | -            | -             | -             | \$ (7,149.83)  |
| Total                                       | 205,062.35      | (1,190.56)     | 36,053.67      | 38,402.31      | (61,764.88)    | -        | -         | -         | -           | -              | -            | -             | -             | \$ 11,500.54   |
| % of Beginning Balance                      | 11.01%          | -0.06%         | 1.93%          | 2.06%          | -3.31%         | 0.00%    | 0.00%     | 0.00%     | 0.00%       | 0.00%          | 0.00%        | 0.00%         | 0.00%         | 0.62%          |
| <b>Transfers (excluding loan transfers)</b> |                 |                |                |                |                |          |           |           |             |                |              |               |               |                |
| Presbytery Support                          | \$ (158,820.00) | \$ (14,470.00) | \$ (14,470.00) | \$ (14,470.00) | \$ (14,470.00) | \$ -     | \$ -      | \$ -      | \$ -        | \$ -           | \$ -         | \$ -          | \$ -          | \$ (57,880.00) |
| Congregational Vitality                     | (1,836.00)      | -              | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ -           |
| San Jose Ministry Grants                    | (1,140.00)      | -              | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ -           |
| Towner Scholarship                          | 549.00          | -              | -              | 4,700.00       | (1,311.00)     | -        | -         | -         | -           | -              | -            | -             | -             | \$ 3,389.00    |
| Pastor Support                              | (11,173.75)     | (4,585.00)     | -              | -              | (1,745.00)     | -        | -         | -         | -           | -              | -            | -             | -             | \$ (6,330.00)  |
| Camp Scholarships                           | (750.00)        | (4,000.00)     | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ (4,000.00)  |
| Grant to Common Ground                      | (10,000.00)     | -              | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ -           |
| San Jose Ministry Grants                    | -               | -              | -              | -              | (4,973.84)     | -        | -         | -         | -           | -              | -            | -             | -             | \$ (4,973.84)  |
| Proceeds from Vernon                        | 275,000.00      | -              | -              | -              | -              | -        | -         | -         | -           | -              | -            | -             | -             | \$ -           |
| Total                                       | \$ 91,829.25    | \$ (23,055.00) | \$ (14,470.00) | \$ (9,770.00)  | \$ (22,499.84) | \$ -     | \$ -      | \$ -      | \$ -        | \$ -           | \$ -         | \$ -          | \$ -          | \$ (69,794.84) |
| Net Change in Assets                        | \$ 296,891.60   | \$ (24,245.56) | \$ 21,583.67   | \$ 28,632.31   | \$ (84,264.72) | \$ -     | \$ -      | \$ -      | \$ -        | \$ -           | \$ -         | \$ -          | \$ -          | \$ (58,294.30) |

Prepared By David L. Holle      May 3, 2024  
Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.  
File: Foundation Financials Twelve Months 2024



# PRESBYTERY OF MILWAUKEE FOUNDATION, INC.

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## 2023 ANNUAL REPORT

PO BOX 1857

WAUKESHA, WI 53187

[OFFICE@PBYMILWAUKEE.ORG](mailto:OFFICE@PBYMILWAUKEE.ORG)

(414) 292-2740



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**Presbytery of Milwaukee Foundation, Inc**  
**2023 Annual Report**  
**Transitional Executive Presbyter Letter**  
**January 22, 2024**

The Presbytery of Milwaukee Foundation is a blessing to the ministry of our churches and presbytery. Through the money held there, we have financial assets to add to our other resources, enabling us to do far more than we could otherwise.

The board's stewardship of our investments is also a blessing. In 2022, they made the prudent decision to change investment advisors. That, along with a much better year for stocks and bonds, improved our earnings for 2023. President Kevin Sjostrum and treasurer Dave Holle go into greater detail in their reports.

Here are some of the ways the assets of the Foundation support our ministries:

- Grants for Congregational Vitality;
- Camp Scholarships so youth could experience Christian camping;
- Pastoral Support through counseling, coaching, spiritual direction, and an emergency grant;
- San Jose Ministry Projects such as the Women's Leadership Gathering in December;
- a grant to Common Ground with its breadth of ministries including student mentoring and initiatives to improve public housing;
- holding a loan to the Southminster church.

Every year we also receive funds from the Foundation to augment our budget. This allows us to maintain our current ministries and staffing, including the newest role of Evangelista del Presbiterio at San Jose. In the short term, the Foundation's added support means that we have the financial resources for the ministries we are called to do. For the long term, a goal of the Transition is to move to a more sustainable use of those finances.

We have been blessed by the gifts, grants, and revenue that started and have grown our investments through the Foundation. The Board's wise and generous stewardship is also a blessing to be celebrated. Thanks be to God for these abundant treasures.

Grace and Peace.

**Lisa**

Rev. Lisa S. Heckman  
Transitional Executive Presbyter

Presbytery of Milwaukee Foundation, Inc  
2023 Annual Report  
President's Letter  
January 19, 2024

The Foundation directors' expectations at the beginning of 2023 were for another difficult year in financial markets. As it turned out, the S&P 500 rose nearly 25%, and bond prices rose as the Federal Reserve slowed interest rate increases. The Foundation's investment policy, which attempts to balance investing for current income and investing for long-term growth, served us well. Although the Foundation investment results did not make up for 2022's losses, its investments gained over 13% by participating in the rising equity market and benefiting from conservative fixed income and preferred stock investments.

The Foundation started 2023 with \$1,592,926.75 and ended the year with \$1,889,818.35 of assets. Reductions in assets due to cash transfers from the Foundation to the Presbytery during 2023 totaled \$184,268.75. Those transfers were offset by \$275,000 of proceeds received from the sale of Vernon Presbyterian Church's real estate. These results are consistent with the Foundation's goals of maintaining value, realizing a stream of income, and observing the Presbyterian Church (U.S.A.)'s socially responsible investment standards.

Market forecasts for the coming year present contradictory data and promise uncertainty. The Foundation's board plans to continue with a relatively conservative, balanced investment approach. The Foundation directors, Dee Anderson, David Holle, and Fe Petterson, are looking forward to working with Lisa Heckman and Steph Gallagher, who stepped into their roles at a time of uncertainty and opportunity.

Gratefully,



Kevin J. Sjostrom  
President

## Secretary/Treasurer Letter

January 3, 2024

### 2023 Presbytery of Milwaukee Foundation Inc. Annual Report

During 2023, the Foundation Board of Directors met four times, via video conference, as follows:

**January 11, 2023** - Directors Kevin Sjostrom, David L. Holle, Dee Anderson, Recording Secretary Chris Halverson, and Financial Advisor Matthew R. Parks attended this meeting. Matt reviewed a January 11, 2023, Investment Summary report showing a recap of 2022 financial activity and proposed rebalancing of investments to improve risk, add diversification, incorporate investment/divestment guidelines, and reduce management fees. A motion to rebalance investments and move \$100,000 to Preferred Savings was approved. Matt acknowledged receipt of the 2023 General Divestment/Proscription List. Financial Reports and a 2022 Cash Transfer Reconciliation Report were received by consent.

**April 12, 2023** – Director FE Petterson attended this meeting as well as those listed at the January 11, 2023, meeting. Matt reviewed an Investment Performance Report dated April 11, 2023. The Board received the 2022 Foundation Annual Report and 2023 Financial Reports by consent. Kevin reported that a motion to move \$80,000 from investment accounts to the Preferred Cash Account was approved via e-mail on April 3, 2023.

**July 19, 2023** – Presbytery Treasurer, Steve Carlton and Financial Advisor, Tyler Parks attended this meeting as well as those listed at the April 12, 2023, meeting. Matt reviewed an Investment Performance Report dated July 18, 2023. On May 8, 2023, \$100,000 was transferred from investment accounts to the cash and saving accounts. On July 5, 2023, the Foundation received a \$275,000 transfer from proceeds received from the sale of Vernon Presbyterian Church's real estate. On May 19, 2023, Rachel Yates suggested pausing transfers for general support to Presbytery. On July 19, 2023, a motion was approved to transfer \$300,000 from Morgan Stanley Preferred Savings account to the Morgan Stanley investment accounts, giving Matt the discretion to manage these funds according to pages 15-16 in the July 18, 2023, investment report (majority of investments to fixed income). Financial reports were received by consent.

**October 11, 2023** – The new Recording Secretary, Steph Gallagher, attended in addition to Chris Halverson. Others present were Kevin, Dave, Dee, Fe, Matt, and Tyler. Matt reviewed an Investment Summary Report dated October 4, 2023. The report showed the increase in fixed income investments and the performance of the various assets. Financial reports were received by consent. Various cash transfers were reported between Presbytery, the Foundation Investment and cash accounts.

On November 10, 2023, Dave sent Lisa S. Hackman, Transitional Executive Presbyter, an updated Calculation of General Support to Presbytery for 2024.

All worked hard to achieve a well-managed Foundation that produced great returns.

Thank you all for your continued support.

*Dave*

David L. Holle, Secretary/Treasurer

**Presbytery of Milwaukee Foundation, Inc.**  
**Secretary/Treasurer's Report**  
**December 31, 2023**

**Balance Sheet**            The December 31, 2023, Balance Sheet shows that the total assets in the Foundation during 2023 have increased by \$296,891.60 from a December 31, 2022, balance of \$1,592,926.75 to a December 31, 2023, balance of \$1,889,818.35. The December 31, 2023, cash balance of \$128,250.39 represents 6.72% of the total Morgan Stanley account balance. The remaining Morgan Stanley balances consist of equity investments of 54.45 % and fixed income and preferred investments of 38.83%.

Presbytery has currently committed \$103,582.16 of the Foundation assets.

**Statement of Activity**

The Statement of Activity shows the Morgan Stanley Change in Value, Other Credits, Advisory Fees and transfers between the Foundation and Presbytery.

**Performance - Morgan Stanley**

The **Year-to-Date December 31, 2023**, Morgan Stanley Change in Value, Other Credits, less Advisory Fees was an increase of \$205,062.35 or plus 13.11%. **During December 2023**, the Morgan Stanley Change in Value, Other Credits, less Advisory Fees was an increase of \$76,698.68 or plus 5.03%.

The **Year-To-Date December 31, 2022**, Morgan Stanley Change in Value, less Advisory Fees was a decrease of (\$366,929.56) or minus (16.98%). **During December 2022**, the Morgan Stanley Change in Value, less Advisory Fees was a decrease of (\$45,513.98) or minus (2.11%).

**Presbytery Activity**

During 2023, the net transfer, excluding loan receipts, from Presbytery to the Foundation was \$91,829.25. During 2022, the net transfer was from the Foundation to Presbytery of \$228,548.01.

Both the Morgan Stanley performance and the Presbytery activity increased the Foundation balances in 2023.

Sincerely,

David L. Holle

Secretary/Treasurer

January 3, 2024

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**  
**Balance Sheet**

| <b>ASSETS</b>                                     | <u>Dec. 31, 2022</u>   | <u>Nov. 30, 2023</u>   | <u>Dec. Change</u>  | <u>Dec. 31, 2023</u>   |
|---------------------------------------------------|------------------------|------------------------|---------------------|------------------------|
| Morgan Stanley Account                            |                        |                        |                     |                        |
| Cash, Money Market & C.D.s                        | \$ 53,826.75           | \$ 140,435.88          | \$ (15,185.49)      | \$ 125,250.39          |
| Investments                                       | \$ 1,510,559.43        | \$ 1,660,036.18        | \$ 78,002.17        | \$ 1,738,038.35        |
| Total Morgan Stanley Acct.                        | \$ 1,564,386.18        | \$ 1,800,472.06        | \$ 62,816.68        | \$ 1,863,288.74        |
| Loans Receivable                                  |                        |                        |                     |                        |
| - Southminster Church                             | \$ 28,540.57           | \$ 26,529.61           | \$ -                | \$ 26,529.61           |
|                                                   | <u>\$ 1,592,926.75</u> | <u>\$ 1,827,001.67</u> | <u>\$ 62,816.68</u> | <u>\$ 1,889,818.35</u> |
| <b>EQUITY</b>                                     |                        |                        |                     |                        |
| Congregational Vitality                           | \$ 30,000.00           | \$ 28,529.00           | \$ -                | \$ 28,529.00           |
| San Jose Ministry Project Grants                  | 28,000.00              | 26,495.00              | -                   | 26,495.00              |
| Supporting Pastors - COM                          | 52,313.24              | 41,139.49              | -                   | 41,139.49              |
| Towner Scholarships                               | 6,869.67               | 7,418.67               | -                   | 7,418.67               |
| Total Committed Equity - Designated by Presbytery | \$ 117,182.91          | \$ 103,582.16          | \$ -                | \$ 103,582.16          |
| Uncommitted Equity                                | 1,475,743.84           | 1,723,419.51           | 62,816.68           | 1,786,236.19           |
| TOTAL EQUITY                                      | <u>\$ 1,592,926.75</u> | <u>\$ 1,827,001.67</u> | <u>\$ 62,816.68</u> | <u>\$ 1,889,818.35</u> |

**PRESBYTERY OF MILWAUKEE FOUNDATION INC.**  
**Statement of Activity**

|                                                                                    | <u>Year to Date</u><br><u>Nov. 30, 2023</u> | <u>Dec. Change</u>    | <u>Year to Date</u><br><u>Dec. 31, 2023</u> |        |
|------------------------------------------------------------------------------------|---------------------------------------------|-----------------------|---------------------------------------------|--------|
| <b>Morgan Stanley</b>                                                              |                                             |                       |                                             |        |
| Morgan Stanley Change in Value                                                     | \$ 144,173.71                               | \$ 80,496.47          | \$ 224,670.18                               | 14.36% |
| Morgan Stanley Interest from closed account                                        | 6.87                                        | -                     | 6.87                                        | 0.00%  |
| Morgan Stanley Advisory Fees                                                       | (17,816.91)                                 | (1,797.79)            | (19,614.70)                                 | -1.25% |
| Morgan Stanley Change in Value and Fees as a percentage of beginning account total | \$ 126,363.67<br>8.08%                      | \$ 78,698.68<br>5.03% | \$ 205,062.35<br>13.11%                     |        |
| <b>Transfers</b>                                                                   |                                             |                       |                                             |        |
| Presbytery Support                                                                 | \$ (142,938.00)                             | \$ (15,882.00)        | \$ (158,820.00)                             |        |
| Southminster loan payment received                                                 | 2,010.96                                    | -                     | 2,010.96                                    |        |
| Southminster loan balance reduced                                                  | (2,010.96)                                  | -                     | (2,010.96)                                  |        |
| Congregational Vitality                                                            | (1,836.00)                                  | -                     | (1,836.00)                                  |        |
| San Jose Ministry Project Grants                                                   | (1,140.00)                                  | -                     | (1,140.00)                                  |        |
| Towner Scholarships grants                                                         | 549.00                                      | -                     | 549.00                                      |        |
| Pastoral Support Grants                                                            | (11,173.75)                                 | -                     | (11,173.75)                                 |        |
| Camp Scholarships from Uncommitted Equity                                          | (750.00)                                    | -                     | (750.00)                                    |        |
| Grant to Common Ground from Uncommitted Equity                                     | (10,000.00)                                 | -                     | (10,000.00) *                               |        |
| Proceeds from Vernon Presbyterian Church                                           | 275,000.00                                  | -                     | 275,000.00                                  |        |
| Transfers Increase (Decrease)                                                      | <u>\$ 107,711.25</u>                        | <u>\$ (15,882.00)</u> | <u>\$ 91,829.25</u>                         |        |
| Net Change in Total Assets                                                         | <u>\$ 234,074.92</u>                        | <u>\$ 62,816.68</u>   | <u>\$ 296,891.60</u>                        |        |

\* The fourth of four \$10,000 annual grants from uncommitted equity.

Prepared on January 3, 2024 by David L. Holle  
Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.  
Foundation Financials YTD December 31, 2023

|                                  |                        |
|----------------------------------|------------------------|
| Total Assets as of Dec. 31, 2022 | \$ 1,592,926.75        |
| YTD Change                       | <u>\$ 296,891.60</u>   |
| Assets as of December 31, 2023   | <u>\$ 1,889,818.35</u> |
| Check figure                     | \$ 1,889,818.35        |

PRESBYTERY OF MILWAUKEE FOUNDATION INC.

Balance Sheet

2023

End of Month  
2023

| ASSETS                           | Dec. 31, 2022          | January                | February               | March                  | April                  | May                    | June                   | July                   | August                 | September              | October                | November               | December               |
|----------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Morgan Stanley Account           |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |
| Cash, Money Market & C.D.s       | \$ 53,826.75           | \$ 132,605.50          | \$ 114,365.65          | \$ 103,702.43          | \$ 139,596.23          | \$ 223,056.25          | \$ 227,705.89          | \$ 229,976.70          | \$ 194,200.21          | \$ 179,992.16          | \$ 160,339.03          | \$ 140,435.88          | \$ 125,250.39          |
| Investments                      | 1,510,559.43           | 1,507,175.20           | 1,469,293.47           | 1,492,959.04           | 1,436,509.36           | 1,320,754.08           | 1,366,273.85           | 1,668,791.94           | 1,652,505.94           | 1,590,066.35           | 1,548,480.13           | 1,660,036.18           | 1,738,038.35           |
| Total Morgan Stanley Acct.       | \$ 1,564,386.18        | \$ 1,639,780.70        | \$ 1,583,659.12        | \$ 1,596,661.47        | \$ 1,576,105.59        | \$ 1,543,810.33        | \$ 1,593,979.74        | \$ 1,898,768.64        | \$ 1,846,706.15        | \$ 1,770,058.51        | \$ 1,708,819.16        | \$ 1,800,472.06        | \$ 1,863,288.74        |
| Loans Receivable                 |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |
| - Southminster Church            | \$ 28,540.57           | \$ 28,540.57           | \$ 28,540.57           | \$ 28,540.57           | \$ 27,678.73           | \$ 27,678.73           | \$ 27,678.73           | \$ 27,104.17           | \$ 27,104.17           | \$ 27,104.17           | \$ 26,529.61           | \$ 26,529.61           | \$ 26,529.61           |
| <b>TOTAL ASSETS</b>              | <b>\$ 1,592,926.75</b> | <b>\$ 1,668,321.27</b> | <b>\$ 1,612,199.69</b> | <b>\$ 1,625,202.04</b> | <b>\$ 1,603,784.32</b> | <b>\$ 1,571,489.06</b> | <b>\$ 1,621,658.47</b> | <b>\$ 1,925,872.81</b> | <b>\$ 1,873,810.32</b> | <b>\$ 1,797,162.68</b> | <b>\$ 1,735,348.77</b> | <b>\$ 1,827,001.67</b> | <b>\$ 1,889,818.35</b> |
| <b>EQUITY</b>                    |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |
| Congregational Vitality          | \$ 30,000.00           | \$ 30,000.00           | \$ 30,000.00           | \$ 30,000.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           | \$ 28,529.00           |
| San Jose Ministry Project Grants | 28,000.00              | 28,000.00              | 28,000.00              | 28,000.00              | 28,000.00              | 27,160.00              | 27,160.00              | 26,860.00              | 26,860.00              | 26,860.00              | 26,495.00              | 26,495.00              | 26,495.00              |
| Supporting Pastors - COM         | 52,313.24              | 52,313.24              | 52,313.24              | 52,313.24              | 48,481.99              | 48,481.99              | 48,481.99              | 44,233.24              | 44,233.24              | 44,233.24              | 41,139.49              | 41,139.49              | 41,139.49              |
| Towner Scholarships              | 6,869.67               | 6,869.67               | 6,869.67               | 6,869.67               | 7,229.67               | 7,229.67               | 7,229.67               | 7,229.67               | 7,229.67               | 7,229.67               | 7,418.67               | 7,418.67               | 7,418.67               |
| Total Committed Equity           | \$ 117,182.91          | \$ 117,182.91          | \$ 117,182.91          | \$ 117,182.91          | \$ 112,240.66          | \$ 111,400.66          | \$ 111,400.66          | \$ 106,851.91          | \$ 106,851.91          | \$ 106,851.91          | \$ 103,582.16          | \$ 103,582.16          | \$ 103,582.16          |
| Designated by Presbytery         |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |                        |
| Uncommitted Equity               | 1,475,743.84           | 1,551,138.56           | 1,495,016.78           | 1,508,019.13           | 1,491,543.66           | 1,460,088.40           | 1,510,257.81           | 1,819,020.90           | 1,766,958.41           | 1,690,310.77           | 1,631,766.61           | 1,723,419.51           | 1,786,236.19           |
| <b>TOTAL EQUITY</b>              | <b>\$ 1,592,926.75</b> | <b>\$ 1,668,321.47</b> | <b>\$ 1,612,199.69</b> | <b>\$ 1,625,202.04</b> | <b>\$ 1,603,784.32</b> | <b>\$ 1,571,489.06</b> | <b>\$ 1,621,658.47</b> | <b>\$ 1,925,872.81</b> | <b>\$ 1,873,810.32</b> | <b>\$ 1,797,162.68</b> | <b>\$ 1,735,348.77</b> | <b>\$ 1,827,001.67</b> | <b>\$ 1,889,818.35</b> |

PRESBYTERY OF MILWAUKEE FOUNDATION INC.

Statement of Activity

2023

Total  
2023

| Morgan Stanley                              | Total 2022      | January        | February       | March          | April          | May            | June         | July          | August         | September      | October        | November       | December       | 2023 YTD        |
|---------------------------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|--------------|---------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| - Change in Value                           | \$ (366,929.56) | \$ 92,940.05   | \$ (38,753.40) | \$ 30,492.31   | \$ 11,013.70   | \$ (13,973.83) | \$ 51,614.20 | \$ 36,039.03  | \$ (34,368.90) | \$ (59,047.01) | \$ (40,939.74) | \$ 109,157.30  | \$ 80,496.47   | \$ 224,670.18   |
| - Other Credits                             | -               | -              | 6.87           | -              | -              | -              | -            | -             | -              | -              | -              | -              | -              | \$ 6.87         |
| - Advisory Fee                              | (4,522.28)      | (1,663.53)     | (1,493.05)     | (1,607.96)     | (1,607.17)     | (1,599.43)     | (1,444.79)   | (1,525.94)    | (1,811.59)     | (1,718.63)     | (1,722.42)     | (1,622.40)     | (1,797.79)     | \$ (19,614.70)  |
| Total                                       | (371,451.84)    | 91,276.52      | (40,239.58)    | 28,884.35      | 9,406.53       | (15,573.26)    | 50,169.41    | 34,513.09     | (36,180.49)    | (60,765.64)    | (42,662.16)    | 107,534.90     | 78,698.68      | \$ 205,062.35   |
| % of Beginning Balance                      | -17.19%         | 5.83%          | -2.57%         | 1.85%          | 0.60%          | -1.00%         | 3.21%        | 2.21%         | -2.31%         | -3.88%         | -2.73%         | 6.87%          | 5.03%          | 13.11%          |
| <b>Transfers (excluding loan transfers)</b> |                 |                |                |                |                |                |              |               |                |                |                |                |                |                 |
| Presbytery Support                          | \$ (191,460.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ -         | \$ -          | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (158,820.00) |
| Congregational Vitality                     | -               | -              | -              | -              | (1,471.00)     | -              | -            | -             | -              | -              | (365.00)       | -              | -              | \$ (1,836.00)   |
| San Jose Ministry Grants                    | -               | -              | -              | -              | -              | (840.00)       | -            | (300.00)      | -              | -              | -              | -              | -              | \$ (1,140.00)   |
| Towner Scholarship                          | (3,312.00)      | -              | -              | -              | 360.00         | -              | -            | -             | -              | -              | 189.00         | -              | -              | \$ 549.00       |
| Pastor Support                              | (13,821.00)     | -              | -              | -              | (3,831.25)     | -              | -            | (4,248.75)    | -              | -              | (3,093.75)     | -              | -              | \$ (11,173.75)  |
| Camp Scholarships                           | (3,450.00)      | -              | -              | -              | -              | -              | -            | (750.00)      | -              | -              | -              | -              | -              | \$ (750.00)     |
| Grant to Common Ground                      | (10,000.00)     | -              | -              | -              | (10,000.00)    | -              | -            | -             | -              | -              | -              | -              | -              | \$ (10,000.00)  |
| Ernest Glen Plan                            | (6,505.01)      | -              | -              | -              | -              | -              | -            | -             | -              | -              | -              | -              | -              | \$ -            |
| Proceeds from Vernon                        | -               | -              | -              | -              | -              | -              | -            | 275,000.00    | -              | -              | -              | -              | -              | \$ 275,000.00   |
| Total                                       | \$ (228,548.01) | \$ (15,882.00) | \$ (15,882.00) | \$ (15,882.00) | \$ (30,824.25) | \$ (16,722.00) | \$ -         | \$ 269,701.25 | \$ (15,882.00) | \$ (15,882.00) | \$ (19,151.75) | \$ (15,882.00) | \$ (15,882.00) | \$ 91,829.25    |
| Net Change in Assets                        | \$ (599,999.85) | \$ 75,394.52   | \$ (56,121.58) | \$ 13,002.35   | \$ (21,417.72) | \$ (32,295.26) | \$ 50,169.41 | \$ 304,214.34 | \$ (52,062.49) | \$ (76,647.64) | \$ (61,813.91) | \$ 91,652.90   | \$ 62,816.68   | \$ 296,891.60   |

Prepared By David L. Holle January 3, 2024  
Secretary/Treasurer Presbytery of Milwaukee Foundation Inc.  
File: Foundation Financials Twelve Months 2023



**Morgan Stanley Reconciliation PRESBYTERY OF MILWAUKEE FOUNDATION INC.**  
**Balance Sheet**  
**Morgan Stanley Account**

| <b>ASSETS</b>               | <u>Dec. 31, 2022</u>   | <u>September 30, 2023</u> | <u>October 31, 2023</u> | <u>November 30, 2023</u> | <u>December 31, 2023</u> |
|-----------------------------|------------------------|---------------------------|-------------------------|--------------------------|--------------------------|
| Morgan Stanley              |                        |                           |                         |                          |                          |
| - Cash                      | \$ 53,826.75           | \$ 179,992.16             | \$ 160,339.03           | \$ 140,435.88            | \$ 125,250.39            |
| - Stocks and Bonds          | <u>1,510,559.43</u>    | <u>1,590,066.35</u>       | <u>1,548,480.13</u>     | <u>1,660,036.18</u>      | <u>1,738,038.35</u>      |
| Total Morgan Stanley Assets | <u>\$ 1,564,386.18</u> | <u>\$ 1,770,058.51</u>    | <u>\$ 1,708,819.16</u>  | <u>\$ 1,800,472.06</u>   | <u>\$ 1,863,288.74</u>   |

|                                                           | YTD                       |        |                         |        |                          |        |                          |        | Total YTD            |        | % |
|-----------------------------------------------------------|---------------------------|--------|-------------------------|--------|--------------------------|--------|--------------------------|--------|----------------------|--------|---|
|                                                           | <u>September 30, 2023</u> |        | <u>October 31, 2023</u> |        | <u>November 30, 2023</u> |        | <u>December 31, 2023</u> |        |                      |        |   |
| Morgan Stanley Change in Value - All Accounts             | \$ 75,956.15              | 4.86%  | \$ (40,939.74)          | -2.62% | \$ 109,157.30            | 6.98%  | \$ 80,496.47             | 5.15%  | \$ 224,670.18        | 14.36% |   |
| Morgan Stanley - Interest from closed account             | 6.87                      |        | -                       |        | -                        |        | -                        |        | 6.87                 | 0.00%  |   |
| Morgan Stanley Advisory Fees                              | (14,472.09)               | -0.93% | (1,722.42)              | -0.11% | (1,622.40)               | -0.10% | (1,797.79)               | -0.11% | (19,614.70)          | -1.25% |   |
| Transfer to Presbytery for General Support                | (111,174.00)              |        | (15,882.00)             |        | (15,882.00)              |        | (15,882.00)              |        | (158,820.00)         |        |   |
| Transfer from Presbytery for Southminster Loan            | 1,436.40                  |        | 574.56                  |        | -                        |        | -                        |        | 2,010.96             |        |   |
| Congregational Vitality                                   | (1,471.00)                |        | (365.00)                |        | -                        |        | -                        |        | (1,836.00)           |        |   |
| San Jose Ministry Project Grants                          | (1,140.00)                |        | -                       |        | -                        |        | -                        |        | (1,140.00)           |        |   |
| Transfer from Presbytery for Towner Scholarships          | 360.00                    |        | 189.00                  |        | -                        |        | -                        |        | 549.00               |        |   |
| Transfer to Presbytery for Pastor Support                 | (8,080.00)                |        | (3,093.75)              |        | -                        |        | -                        |        | (11,173.75)          |        |   |
| Trf to Presbytery for Camp Scholarships from Uncom Equity | (750.00)                  |        | -                       |        | -                        |        | -                        |        | (750.00)             |        |   |
| Transfer to Presbytery for Common Ground Grant            | (10,000.00)               |        | -                       |        | -                        |        | -                        |        | (10,000.00)          |        |   |
| Proceeds from Vernon Presbyterian Church                  | <u>275,000.00</u>         |        | <u>-</u>                |        | <u>-</u>                 |        | <u>-</u>                 |        | <u>275,000.00</u>    |        |   |
| Total Change to Morgan Stanley Accounts                   | <u>\$ 205,672.33</u>      |        | <u>\$ (61,239.35)</u>   |        | <u>\$ 91,652.90</u>      |        | <u>\$ 62,816.68</u>      |        | <u>\$ 298,902.56</u> |        |   |
| Check figure                                              | \$ 205,672.33             | ok     | \$ (61,239.35)          | ok     | \$ 91,652.90             | ok     | \$ 62,816.68             | ok     | \$ 298,902.56        | ok     |   |

| <b>ASSET ALLOCATION</b>     | <u>Dec. 31, 2022</u>   | %            | <u>September 30, 2023</u> |              | <u>October 31, 2023</u> |              | <u>November 30, 2023</u> | %            | <u>December 31, 2023</u> | %            |
|-----------------------------|------------------------|--------------|---------------------------|--------------|-------------------------|--------------|--------------------------|--------------|--------------------------|--------------|
| Cash in all accounts        | \$ 53,826.75           | 3.44%        | \$ 179,992.16             | 10.17%       | \$ 160,339.03           | 9.38%        | \$ 140,435.88            | 7.80%        | \$ 125,250.39            | 6.72%        |
| Equities                    | 976,187.64             | 62.40%       | 895,432.36                | 50.59%       | 863,886.75              | 50.55%       | 948,649.36               | 52.69%       | 1,001,637.52             | 53.76%       |
| Fixed Income & Preferred    | 520,218.42             | 33.25%       | 683,957.00                | 38.64%       | 673,903.20              | 39.44%       | 699,271.48               | 38.84%       | 723,476.89               | 38.83%       |
| Alternatives                | <u>14,153.37</u>       | <u>0.90%</u> | <u>10,676.99</u>          | <u>0.60%</u> | <u>10,690.18</u>        | <u>0.63%</u> | <u>12,115.34</u>         | <u>0.67%</u> | <u>12,923.94</u>         | <u>0.69%</u> |
| Total Morgan Stanley Assets | <u>\$ 1,564,386.18</u> | 100.00%      | <u>\$ 1,770,058.51</u>    | 100.00%      | <u>\$ 1,708,819.16</u>  | 100.00%      | <u>\$ 1,800,472.06</u>   | 100.00%      | <u>\$ 1,863,288.74</u>   | 100.00%      |

Definition of "Change In Value" is the sum of realized and unrealized capital gains or losses, plus dividends, plus interest and accrued interest.  
The YTD and monthly investment performance percentage is calculated based on the beginning of the year total Morgan Stanley assets of \$1,564,386.18.  
The Morgan Stanley performance reports are based on time-weighted returns or on dollar-weighted returns, which is a more accurate way to calculate this percentage.  
Cash from the Preferred Savings account was moved to Available Cash to fund the \$15,882 transfers from the Foundation to Presbytery.

By David L. Holle, January 3, 2024  
Secretary/Treasurer  
File name: Morgan Stanley Reconciliation December 31, 2023

## Consolidated Summary

### CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

|                                     | This Period<br>(12/1/23-12/31/23) | This Year<br>(1/1/23-12/31/23) |
|-------------------------------------|-----------------------------------|--------------------------------|
| <b>TOTAL BEGINNING VALUE</b>        | <b>\$1,800,472.06</b>             | <b>\$1,564,386.18</b>          |
| Credits                             | —                                 | 857,566.83                     |
| Debits                              | (17,679.79)                       | (783,334.45)                   |
| Security Transfers                  | —                                 | —                              |
| <b>Net Credits/Debits/Transfers</b> | <b>\$(17,679.79)</b>              | <b>\$74,232.38</b>             |
| <b>Change in Value</b>              | <b>80,496.47</b>                  | <b>224,670.18</b>              |
| <b>TOTAL ENDING VALUE</b>           | <b>\$1,863,288.74</b>             | <b>\$1,863,288.74</b>          |

Net Credits / Debits include investment advisory fees as applicable. See Activity section for details.

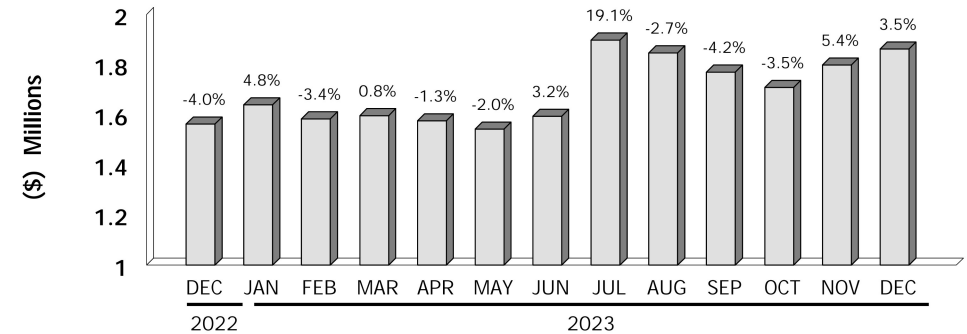
### ASSET ALLOCATION (includes accrued interest)

|                           | Market Value          | Percentage     |
|---------------------------|-----------------------|----------------|
| Cash                      | \$125,250.39          | 6.72           |
| Equities                  | 1,001,637.52          | 53.76          |
| Fixed Income & Preferreds | 723,476.89            | 38.83          |
| Alternatives              | 12,923.94             | 0.69           |
| <b>TOTAL VALUE</b>        | <b>\$1,863,288.74</b> | <b>100.00%</b> |

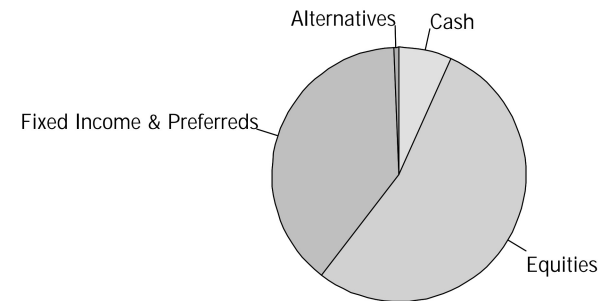
FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.

### MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.



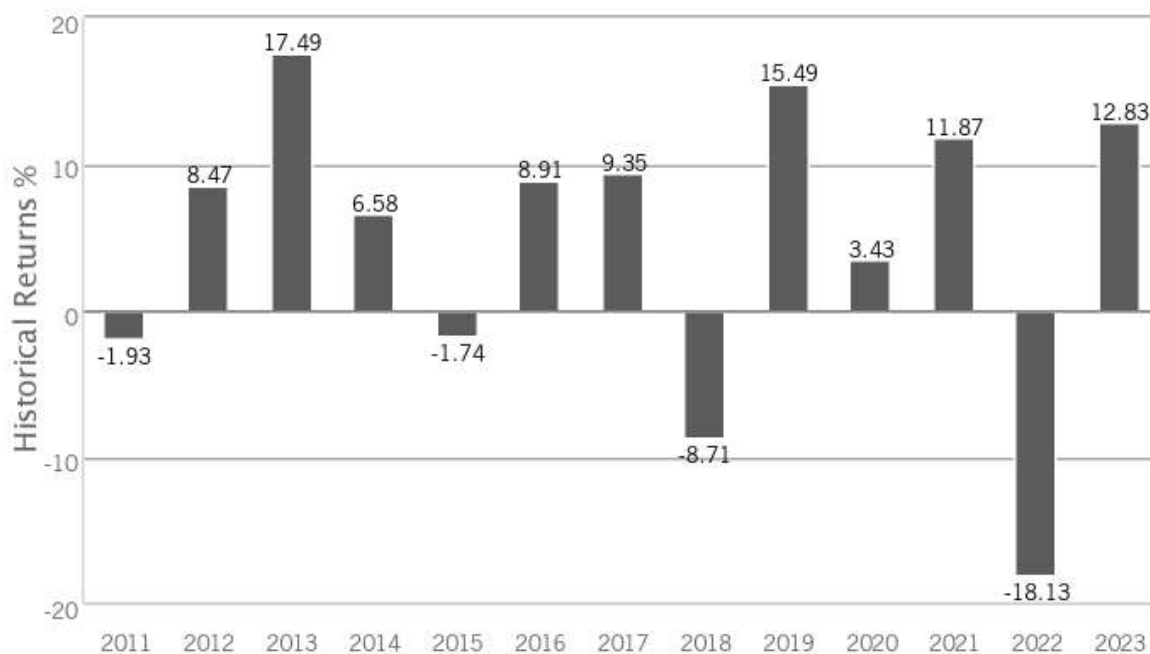
The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

As of December 31, 2023 | Reporting Currency: USD

**DOLLAR-WEIGHTED PERIOD RETURN % (NET OF FEES)**



Does not include Performance Ineligible Assets.

Calculation of return percentage for 2023

|                                      |                      |
|--------------------------------------|----------------------|
| Presbytery of Milwaukee Foundation   |                      |
| Total Beginning Value 1/1/2023       | \$ 1,564,386.18      |
| Net Cash Transfers to the Foundation | \$ 93,840.21         |
| Investment Earnings less Fees        | <u>\$ 205,062.35</u> |
| Total Ending Value 12/31/2023        | \$ 1,863,288.74      |
| Dollar weighted Period return        | 12.83%               |

Prepared on February 24, 2024

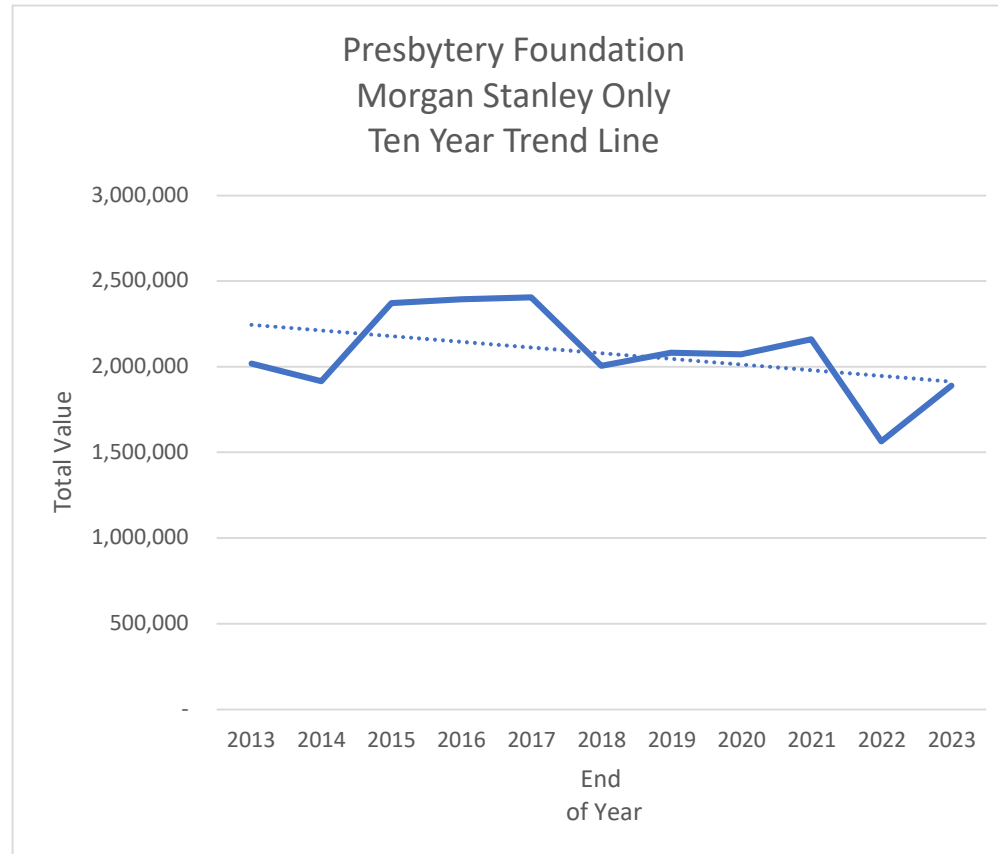
David L. Holle, Secretary/Treasurer

File - Dollar-Weighted Period Return % (Net of Fees)

Presbytery of Milwaukee Foundation Inc.  
Morgan Stanley Historical Balances

| <u>Year</u> | <u>Year End Balance</u> |
|-------------|-------------------------|
| 2013        | 2,018,327               |
| 2014        | 1,915,156               |
| 2015        | 2,371,186               |
| 2016        | 2,393,849               |
| 2017        | 2,406,534               |
| 2018        | 2,005,384               |
| 2019        | 2,081,004               |
| 2020        | 2,071,565               |
| 2021        | 2,161,142               |
| 2022        | 1,564,386               |
| 2023        | 1,889,818               |

Prepared by David L. Holle  
January 3, 2024



**Presbytery of Milwaukee Foundaton, Inc.**  
**Calculation of General Support to Presbytery From the Foundation for 2024**

|                                  | <u>12/31/2020</u> | <u>3/31/2021</u> | <u>6/30/2021</u> | <u>9/30/2021</u> | <u>12/31/2021</u> | <u>3/31/2022</u> | <u>6/30/2022</u> | <u>9/30/2022</u> | <u>12/31/2022</u> | <u>3/31/2023</u> | <u>6/30/2023</u> | <u>9/30/2023</u> |
|----------------------------------|-------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|
| Total Unrestricted Assets        | 1,966,357         | 1,931,286        | 2,083,710        | 2,047,355        | 2,026,826         | 1,804,841        | 1,529,563        | 1,401,632        | 1,447,202         | 1,479,478        | 1,482,578        | 1,636,103        |
| Total Assets                     | 2,107,575         | 2,070,930        | 2,214,980        | 2,173,608        | 2,192,927         | 1,969,522        | 1,693,959        | 1,566,028        | 1,592,926         | 1,625,202        | 1,621,658        | 1,770,059        |
| Less:                            |                   |                  |                  |                  |                   |                  |                  |                  |                   |                  |                  |                  |
| Loan - Southminster Church       | -36,010           | -34,861          | -34,576          | -33,424          | -31,785           | -31,785          | -30,552          | -30,552          | -28,541           | -28,541          | -27,679          | -27,104          |
| Congregational Vitality          | -30,000           | -30,000          | -30,000          | -30,000          | -30,000           | -30,000          | -30,000          | -30,000          | -30,000           | -30,000          | -28,529          | -28,529          |
| San Jose Ministry Project Grants | -28,000           | -28,000          | -28,000          | -28,000          | -28,000           | -28,000          | -28,000          | -28,000          | -28,000           | -28,000          | -27,160          | -26,860          |
| Supporting Pastors - COM         | -35,976           | -35,551          | -27,462          | -24,647          | -66,134           | -64,714          | -64,714          | -64,714          | -52,313           | -52,313          | -48,482          | -44,233          |
| Towner Scholarships              | <u>-11,232</u>    | <u>-11,232</u>   | <u>-11,232</u>   | <u>-10,182</u>   | <u>-10,182</u>    | <u>-10,182</u>   | <u>-11,130</u>   | <u>-11,130</u>   | <u>-6,870</u>     | <u>-6,870</u>    | <u>-7,230</u>    | <u>-7,230</u>    |
| Total Unrestricted Assets        | 1,966,357         | 1,931,286        | 2,083,710        | 2,047,355        | 2,026,826         | 1,804,841        | 1,529,563        | 1,401,632        | 1,447,202         | 1,479,478        | 1,482,578        | 1,636,103        |

|                             |              |                  |                             |
|-----------------------------|--------------|------------------|-----------------------------|
| Average of last 12 quarters | \$ 1,736,411 | as of 09/30/2023 | <b>2024 Monthly Support</b> |
| Annual Support at 10%       | \$ 173,641   |                  | <b>\$14,470</b>             |
| 15% Loans                   | \$ 260,462   |                  |                             |
| Less Loans outstanding      | \$ (27,104)  |                  |                             |
| Loan Balance Available      | \$ 233,358   |                  |                             |

Language from the Presbytery's Manual of Operation says, "Foundation Funds may be used to balance the budget, but should not exceed 10% of the Foundation's unrestricted assets (as determined by the Foundation Secretary/Treasurer based on a 12-quarter revolving average)."

The Foundation Secretary/Treasurer has determined that 10% of the 12-quarter revolving average of the Foundation's unrestricted assets for the twelve quarters ending Sept. 30, 2023, to be \$173,641 or \$14,470 per month for 2024.

The Presbytery 2024 request to balance the budget should not exceed this amount.

Prepared by David L. Holle, Foundation Secretary/Treasurer  
 Prepared on Nov. 10, 2023  
 File name: Presbytery Support for 2024 as of Sept. 30, 2023