

PRESBYTERY OF YUKON
Fall 2020 Stated Presbytery Meeting/Meeting of the Corporation
October 5 – 11, 2020
Report of the Stated Clerk

RECOMMENDATIONS FOR ACTION:

1. Approve the minutes of the February 28-29, 2020 Stated Presbytery Meeting, as distributed.
2. Approve the minutes of the April 16, 2020 Special Presbytery Meeting, as distributed.
3. Approve the minutes of the June 29, 2020 Special Presbytery Meeting, as distributed.
4. Amend the minutes of the Fall 2018 Stated Meeting, Ministry Commission section as follows: Add another bullet point under item # 5: Other Ministry Commission Actions, to read: *Appointed Rev. Tim Carrick and Elder Ron Illingworth as readers of the fall 2018 ordination exams.* Taking this action will remedy a deficiency noted in the Synod's review of the presbytery's 2018 minutes.
5. Direct the stated clerk to submit a complete report of church records reviewed by the end of the year and to attach the report to these minutes.
6. Include for the record, the review of presbytery's 2018 financial records, when it is received.

INFORMATION FOR INCLUSION IN THE MINUTES

Correspondence

1. The Presbytery's Paycheck Protection Program loan application was one of the very last approved before the first batch of money ran out. The presbytery received \$30,687 through First National Bank of Alaska. This allowed the presbytery to cover payroll for 8 weeks at a time when some of our churches found it more difficult to provide financial support to the presbytery.
2. Presbyterian Disaster Assistance approved our COVID-19 emergency grant request for \$7,500 to help meet unmet needs for those most vulnerable and severely impacted by the COVID-19 pandemic.
3. Received the resignation of Leadership Team co-chair elder Molly Pederson, with regret.
4. Eagle River Presbyterian Church reported that the church did not need the \$170,000 bridge loan approved by presbytery on June 29th, because the insurance money came through in a timely manner.
5. Received notice from the North Slope Borough (NSB) that the religious exemptions for the following properties will be removed beginning in tax year 2021, because the properties are currently not in compliance with Alaska statute 29.45.030(a)(3) and the North Slope Borough's Municipal Code 3.25.60(b) 'properties used exclusively for nonprofit religious . . .
 - o Plat 87-13 Blk 16 Lot 7A (544 Main St.), Wainwright, property ID: R-002-061-02
 - o Plat 85-1 Tract D (2031B Barter Ave), Kaktovik, property ID: R-011-111-04
 - o Plat 86-18 Blk 9 Lot 8 (430 Contact Rd), Anaktuvuk Pass; property ID: R-043-171-05[The decision affecting the aforementioned properties in Anaktuvuk Pass and Kaktovik have been appealed. The manse in Anaktuvuk Pass is vacant, but will house the Chapel in the Mountains youth director once electrical repairs have been made. The manse in Kaktovik is rented to the NSB School District.]

Leadership Team Actions

The Leadership Team serves as the presbytery's Board of Directors/Trustees. A full electronic record of past proceedings is in the process of being created and preserved. During the pandemic, electronic or hard copies may be obtained from the stated clerk.

Corporation Business

6. Annual election of corporation officers: Ellen Johnson-Price as President; Dennis Berry as Vice-President, Sharon Rayt as Secretary, and Joseph Brock as Treasurer. [March 31, 2020]
7. Approved the corporate document signing (Certificate of Incumbency) resolution. [March 31, 2020]
BE IT RESOLVED, that Ellen Johnson-Price, the President; Dennis Berry, the Vice-President; Sharon Rayt, the Secretary; or Joseph Brock, the Treasurer, is authorized and empowered on behalf of the corporation:
 - *To sign any and all documents, conveyances, earnest money agreements, escrow instructions, closing statements, mortgages, hypothecations, promissory notes and any such other instruments in writing of whatsoever kind or nature that may be deemed necessary and proper to sell, convey, mortgage, encumber and manage any property owned by the Corporation;*
 - *To sign a guarantee of repayment of principal and interest as required by lenders on loans of PCUSA churches within the bounds of the Presbytery of Yukon;*
 - *To affix the corporate seal thereto as may be required.*

8. Reviewed and approved the presbytery's *Distribution of Investment Earnings Policy*, as amended [March 31, 2020]

Based on the consideration of the following goals:

- *An adequate reserve is kept to insulate against market loss.*
- *Some funds need to be "inflation proofed" or we have an obligation for a grant to receive interest.*
- *Long term, we hope to be able to help fund operations with earnings from investments*

The following funds receive monthly interest at the rate of the highest interest Mission Development Certificate held (2%, effective March 31, 2020).

- *Hillcrest Loan Fund*
- *Property Maintenance and Insurance Fund*
- *Lay Leadership Training (Earl Jackman)*
- *Internship Fund (Mathes)*
- *Heiserman Grant*
- *Morris Evangelism Fund Grant*
- *Merchant Fund Grant*

The Undistributed CF Earnings and the Gains minus fees Funds be combined to form one reserve against market loss. All earnings and gains not distributed to the above funds to go into this fund until it reaches 15% of the monies invested in the market.

9. Adopted a Workplace Safety Policy: If the presbytery has a workplace safety program in place, it may qualify for a 3% premium credit in recognition of its loss prevention efforts. The adopted policy applies to presbytery employees and to teams working on village churches. [March 31, 2020]

The safety and health of employees is an important business consideration for the presbytery. No employee will be required to do a job that they consider unsafe. The presbytery will attempt to comply with all applicable OSHA workplace safety and health requirements and maintain occupational safety and health standards.

The Presbytery pledges to do the following:

- *Strive to achieve the goal of zero accidents and injuries.*
- *Attempt to provide mechanical and physical safeguards wherever they are necessary.*

- *Enforce presbytery safety and health rules and require employees to follow the rules as a condition of employment.*
- *Investigate accidents to determine the cause and prevent similar accidents.*

Managers, supervisors, and all other employees share responsibility for a safe and healthful workplace.

- *The Leadership Team (LT) is accountable for preventing workplace injuries and illnesses. The Leadership Team will consider all employee suggestions for achieving a safer, healthier workplace. The LT will also be kept informed about workplace safety-and-health hazards and regularly review the presbytery's safety and health program.*
- *Supervisors are responsible for supervising and training workers in safe work practices, where ever practical.*
- *Supervisors should enforce presbytery rules and ensure that employees follow safe practices during their work.*
- *Employees are expected to immediately report hazards, unsafe work practices, and accidents to supervisors, and wear required personal protective equipment, if necessary.'*

Pandemic Related Business

10. Financial

Approved Stewardship Committee recommendations related to providing financial support during the pandemic. [March 31, 2020]

- That all churches with paid employees to apply for a Paycheck Protection Program loan.
- That presbytery provide technical support to churches applying for loans. First Anchorage PC elder Diana Rotkis, Rev. Joseph Reid, and Mary Kron were appointed to the support team.
- That presbytery provide financial aid to churches during the crisis.
- That presbytery provide grants for new ministry aimed at providing aid to people in need during the pandemic. Grant requests up to \$5,000 would be reviewed and decided by the Leadership Team, with grant requests greater than \$5,000 requiring the approval of presbytery.

Ministry Grant Guidelines [Apr 13, 2020]

- Grant requests require the approval of session;
- Grant requests should be directed to the stated clerk by whomever session appoints to submit the request;
- Sources of funding for these grants (under the guidance of financial secretary Mary Kron):
 - a. Remaining money in the Synod Disbursement Fund,
 - b. Other designated funds as appropriate, e.g., Presbyterian Disaster Assistance, other special funds, etc.

Covid-Ministry Grant Requests Approved

- Trinity PC - \$2,000 to fund a mask ministry. Members of Trinity sewed cotton masks for groups that requested them, e.g., fire fighters, paramedics, clinics, businesses, individuals. [electronic vote - April 8, 2020] Grant funding source: Synod Disbursement Fund
- First Anchorage PC - \$2,000 for up to three televisions and gift cards to be used for the Municipality of Anchorage's second homeless shelter where people under isolation and quarantine are being housed during the pandemic. The \$10 grocery gift cards were used as an incentive to encourage people to stay in the isolation/quarantine shelter. [electronic vote - April 11, 2020]

- Bean’s Café homeless Shelter: Purchase of a 65” television. The presbytery exec responded to a time-sensitive request from the Municipality of Anchorage, soon after the shelter opened at the Sullivan area. Rev. Karns was reimbursed for this purchase. This does not duplicate a later request for televisions received from the municipality. Eagle River also provided a television for the shelter which the church was not using. [Apr. 13, 2020] All television grants funding source: Housing Ministry Fund plus Synod Disbursement Fund.
- University Community PC - \$1,500 for supplies for the church’s ‘hygiene closet.’ The church has hosted the closet ministry for many years but due to the pandemic the need has been overwhelming. The hygiene kits will be distributed through the Food Bank distribution network in Fairbanks. [electronic vote - April 22, 2020]
- Bean’s Café homeless Shelter: Purchase of a 65” television. The presbytery exec responded to a time-sensitive request from the Municipality of Anchorage, soon after the shelter opened at the Sullivan area. Rev. Karns was reimbursed for this purchase. This does not duplicate a later request for televisions received from the municipality. Eagle River also provided a television for the shelter which the church was not using. [Apr. 13, 2020]
- First Wasilla PC - \$3,000 to be shared equally among three groups: *My House* which feeds homeless youth, *Mat-Su Food Bank* which feeds child and youth through their Food 4 Kids Program, and *Kids Cupboard* which also feeds youth and children in the community. Funding Source: COVID-19 Ministries Grants’ Fund, which was funded by the \$7,500 grant from Presbyterian Disaster Assistance.
- Bingle Memorial Comp – \$4,500 to cover costs of a family camp program. The camp has curtailed most of its operations this summer because of the pandemic, but the camp board wanted to offer the camp facilities to family groups. Families will be asked to give a donation, but it was expected that the grant would cover the remaining food, staff, and supplies costs. Funding Source: Hansen Camp Fund, with the remainder from the Armanta Merchant Fund (for small congregations and missions in Alaska). [June 8, 2020]

11. Re-opening Mitigation Plans

Acted to require sessions to submit a mitigation plan to the presbytery on the Friday prior to the first gathering, for the purpose of assuring presbytery that an approved plan is in place. The LT proposed a list of questions (Attachment A) to be sent to sessions to consider when developing the mitigation plan. [Apr. 28, 2020]. Church Mitigation plans received to date:

- Chapel in the Mountains, Anaktuvuk Pass
- Delta Presbyterian Church
- First Presbyterian Church, Anchorage
- First Presbyterian Church, Wasilla
- New Hope Church
- Trinity Presbyterian Church
- University Community Presbyterian Church
- United Protestant Church

Miscellaneous Actions

12. The Leadership Team endorsed the Point Hope Youth Congress and provided \$100 in funding from the Peacemaking Fund. The group's organizers sought an endorsement and funding of the event from various groups and denominations. The congress is a week-long conference for a select group of students from Alaska and nuclear impacted countries. The goal is to empower young Alaskans with the leadership skills necessary to build an enduring statewide movement that can bring Alaska-specific concerns and insights into the ongoing efforts of national and international organizations dedicated to the global elimination of nuclear weapons. [March 31, 2020]
13. Actions regarding the fall 2020 stated meeting of presbytery. [July 30, Aug. 25, 2020]
 - a. Recognizing that the pandemic had not abated, the LT decided that presbytery would meet virtually using the Zoom platform for the meetings.
 - b. Designated October 5 – 12th as the dates for the stated meeting.
 - c. Designated Romans 1:11-12 as the theme verse: *I long to see you so that I may impart to you some spiritual gift to make you strong, that is, that you and I may be mutually encouraged by each other's faith. (NIV).*
 - d. Designated elder commissioner questions
 1. How are you staying connected?
 2. What would you say to encourage us?
 - e. Invited all churches within the presbytery to participate in the closing worship service which will be broadcast on Facebook and YouTube.
14. Regarding New Hope Church's request for financial assistance [Aug. 25, 2020]:
 - o Give New Hope Church \$3,150/month to pay the pastor's salary and housing for the remainder of the year. The \$3,150 will be run through the presbytery budget.
 - o Recommended that presbytery defer New Hope's mortgage payments and interest accumulation, beginning September 1st for the rest of the year.

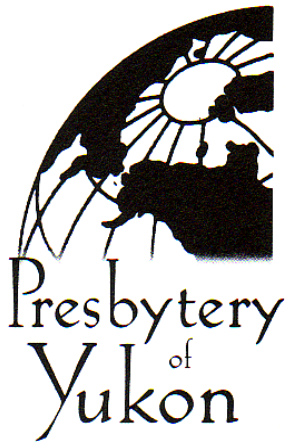
The church is required to provide monthly financial reports and a plan for continuing into the future. The Alaska United Methodist Conference was invited to participate in this venture to help the union church.
15. Appointed elder Jan Burger to fill the vacancy left by the resignation of LT co-chair Molly Pederson (class 2023). [Sept. 22, 2020]
16. Delayed the Gambell stipend until 2021 and approved returning the stipend's \$12,000 back into the 2020 budget. [Sept. 22, 2020]
17. The Leadership Team acted on two recommendations pertinent to Native Ministries. [Sept. 22, 2020]
 - A. Affirmed the decision to cancel in-person worship and funerals in Nuiqsut, except for graveside services. The church no longer has a functioning session, and there is no official Administrative Commission to assist. The only session member left in town was uncomfortable making a unilateral decision in how to proceed during COVID restraints. The LT's affirmation would give the elder backup when people ask about these decisions.
 - B. Asked that Native Ministries or a subset thereof, consider serving as an Administrative Commission for churches that do not have fully functioning sessions.

Representation of the Leadership Team

Name	TE	Elder	Male	Female	Region	Position
Ellen Johnson-Price	X			X	Road System	LT Co-chair
Jan Burger		X		X	Road System	LT Co-chair, Synod commissioner
Piper Cartland	X			X	Road System	Presbytery moderator
Dennis Berry		X	X		Road System	Presbytery moderator-elect
Connie Irrigoo		X		X	Native Ministries	Native Ministries moderator
Lucy Apatiki		X		X	Native Ministries	Native Ministries representative
Henry Woodall	X		X		Road System	Ministry Commission co-moderator Synod commissioner
Debbie Melton		X		X	Road System	Ministry Commission co-moderator
Joseph Brock		X	X		Road System	Road System rep; Pby treasurer
Bob Christensen		X	X		Road System	Stewardship moderator
Rev. Curt Karns	X		X		Road System	Presbytery Exec (ex-officio)
Sharon Rayt		X		X	Road System	Stated Clerk (ex-officio)

Formulating the First Phase of A Bounce-Back Plan for Gatherings:

Presbytery Leadership Team Questions For Church Sessions



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The governor's office is allowing church gatherings within certain restrictions. Among those restrictions is a requirement for each church to approve a COVID-19 Mitigation Plan. The presbytery's Leadership Team is asking church sessions to seriously consider whether gathering for worship or other events is wise. We believe church sessions will begin gathering at different times, depending on the situation in their own local context.

If your church session wishes to allow gatherings again, the church session must officially vote to approve the plan (see *Book of Order 3.0201 a, and c*). The Presbytery's Leadership Team asks you to send your plan to the presbytery office before you implement it, in order that we may be assured that you have a Covid-19 Mitigation Plan which you intend to follow. Please use the following questions as appropriate to guide you in planning your design.

1. Is your plan compliant with the most recent state mandates (See Mandate 011 for online services, and Attachment 016-N for face-to-face gatherings)?
2. Has session approved the plan?
3. Are there many people in your community in the at-risk category? How does that affect your planning?
4. How will you communicate clearly that deciding to stay home is an appropriate and respected decision?
5. What is the air circulation situation in your building/sanctuary?
6. What is your plan in case someone present later tests positive for the virus?
 - a. If it is the pastor or worship leader, what alternate leadership plans will you use until that person is well or out of quarantine?
 - b. Whoever it is, what follow up plan will you have in place?
 - i. Will you ask local health officials for their guidance, and follow their recommendations?
 - ii. Or what other safety protocols will you follow?
7. How will you provide for hand sanitizing stations?
 - a. Will people be encouraged to cleanse hands only before entering, or also before exiting?

Rev. Dr. Curt Karns
Executive Presbyter

Sharon Rayt
Stated Clerk



For Consideration: April 28, 2020

- b. Can you procure the hand sanitizer and paper towels required?
8. How will you arrange for social distancing?
9. Given the social distancing regulations, how will you plan for assisting someone, should they suffer a medical emergency like a stroke, heart attack or coronavirus emergency?
 - a. Will you ask local emergency personnel for guidance on how to do this in your community?
 - b. Other?
10. The state requires use of masks (Attachment N). What will you do if someone arrives without a mask?
 - a. Have a clean one ready to provide for them?
 - b. Other?
11. It is difficult to sanitize every page in Bibles/hymnals. What alternate plan will you use?
 - a. All printed in disposable bulletins?
 - b. Projection on a screen?
 - c. Other?
12. Singing together requires much more social distancing (10 feet or more) than other events, because singing, and other deep breathing activities, aerosol-izes the germs, allowing them to travel farther in the air.
(Please see <https://www.cnn.com/2020/04/01/us/washington-choir-practice-coronavirus-deaths/index.html>, regarding a Presbyterian choir that infected 45 people at rehearsal).
 - a. Will you include singing in worship?
 - b. If so, what guidance will you offer to keep people safe? Here are some options:
 - i. Soloist or other music leaders only, standing apart from the congregation, while the congregation does not sing?
 - ii. Seating all congregants more than 10 feet apart?
 - iii. Other?
13. What will you do if extra people arrive, putting the total count of people present higher than the maximum allowed by the latest state mandate (20 people in the room, or 25% of capacity, whichever is less)?
14. Virus remain viable for 72 hours. If the room will be used again within 72 hours, how will you sanitize doorknobs, bathrooms, seats, etc., between gatherings?
15. How will you deal with the sacraments of baptism and communion (Note: congregants cannot eat or drink through masks)?
16. What kind of plan, will you provide for other activities in your church building, whether church groups, renters, or events from outside community organizations?
17. What is your policy for weddings or funerals?