

PRESBYTERY OF YUKON
Report of the Stated Clerk
2021 Fall Stated Meeting/Meeting of the Corporation
October 6-11, 2021

ACTION ITEM:

Recommendations for Action by the Stated Clerk

1. Approve the minutes of the February 24-28, 2021 winter stated presbytery meeting.
2. Approve the minutes of the June 3, 2021 special presbytery meeting.
3. Affirm presbytery’s previous action from the fall 2019 stated meeting, to amend Articles VII of the presbytery’s Articles of Incorporation, as follows: . . . *The Board of Trustees shall consist of not less than four nor more than ~~eleven~~ fifteen members, which shall include those who hold the offices of president, vice-president, secretary and treasurer.*
This amendment aligns the Articles of Incorporation with the bylaw provision which addresses the number of members serving on the Leadership Team (aka presbytery’s Board of Trustees).

Presbytery is being asked to take action again because the stated clerk forgot to file the amendment change with the State of Alaska in a timely manner.

INFORMATION PROVIDED FOR INCLUSION IN THE MINUTES

Leadership Team Actions: [Date of action appears in brackets.]

The Leadership Team serves as the presbytery’s Board of Directors and Board of Trustees. A record of annual proceedings will be posted on the Presbytery of Yukon’s website as minutes become available.

1. Fall 2021 Stated Meeting

- a. For the health and safety of our presbytery and its membership [during the pandemic], the Leadership Team decided that presbytery will gather virtually for the fall 2021 stated meeting and thanked First Presbyterian Church in Wasilla for their willingness to host. [Sept. 7]
- b. General presbytery meeting schedule [Sept. 7]
Opening Worship/Presbytery session 1.....Wed., October 6 7:00 – 9:00 pm
Presbytery session 2Fri., October 8 7:00 – 9:00 pm
Presbytery session 3Sat., October 9 10:00 am – 1:00 pm
Closing Worship.....Sun., October 10 11:00 am
- c..... Churches will again be invited to participate in the presbytery-wide closing worship service. [Sept. 7]
- d. Presbytery sub-committee assignments
[Aug. 18]
 - i. Docket: Dennis Berry, Jan Burger, Leisa Carrick, Paula Long, Sharon Rayt
 - ii. Closing worship service: Leisa Carrick, Matt Schultz (worship service host), Henry Woodall
 - iii. Fellowship: Debbie Melton, Barbara Brown
 - iv. Celebration: Tim Carrick
- e. Psalm 69 was designated as the fall meeting’s theme Scripture [Aug. 18]

- f. Designated the elder commissioner focus question: Read through Psalm 69 prior to presbytery and during your report, reflect on select verses from Psalm 69 and tell us what triggers a thought from these verses that apply to your church. [Aug. 18]
- g. The Leadership Team approved a Road System recommendation to set aside time at the next presbytery meeting to work on race, reconciliation, and restoration issues and to pull together resources for congregations. [March 22]. The original plan was to set aside the equivalent of a day to work on these issues, whether the meeting was held virtually or in person, to
 - i. Hear stories from individuals suffering from past abuses
 - ii. Offer training on structural racism
 - iii. Allot a period of time for discussion on structural racism
 - iv. Form a group prior to the meeting to work on gathering resources that can be made available to our churches.Henry Woodall was appointed to lead a sub-committee to come up with a plan.
- h. The Leadership Team invited General Assembly co-moderators Elona Street-Steward and Rev. Gregory Bentley to the fall meeting, and recommended that Elona be asked to help lead an event focused on issues around racism. [March 22]

2. Personnel Matters

- a. Interim Executive Presbyter position [July 22, Sept. 7]
 - i. There was a consensus that the Leadership Team not seek an interim from outside the presbytery, because anyone outside the bounds of presbytery would not know our presbytery or how our presbytery operates.
 - ii. That the interim's work be limited to administrative matters, e.g., writing the monthly presbytery newsletter articles; reviewing presbytery's financial statements monthly; connecting people with the right people in the presbytery to do things; spending time on the phone with someone because they need to talk; keeping track of what the national church is doing, e.g., Wednesday meetings of the Mid-Council Leaders; and serving as the staff person for Native Ministries. Duties will be reviewed by the Leadership Team after a couple months.
 - iii. The position is open to both ministers and elders with a gift for administration.
 - iv. Rev. Leisa Carrick was hired to work ¼ time as the interim exec, with the aforementioned duties.
 - v. Leisa will be compensated \$30,180 annually in the form of cash salary, plus contribute 8.5% of that amount as the employer's contribution to Leisa's 403b retirement savings plan.
- b. Outgoing executive presbyter
The Leadership Team gave Curt Karns the 5 - 6 year-old computer he had been using for presbytery work and Intergenerational Arctic Ministries. All presbytery files have been transferred over to separate drive. Curt will continue to work with IAM on a volunteer basis.

3. Mission Study [Aug 18]

- a. Consultant Rev. Eliana Maxim has been hired to facilitate conversations with different groups about who we have been; who we have become; and then discerning whom God is calling us to be. Eliana will facilitate 4 – 5 group conversations via Zoom, draft a report, then meet with the Leadership Team for a final wrap-up meeting, all for a fixed \$2,000 fee.
- b. The Leadership Team, Native Ministries region, Road System region, and Ministry Commission were identified as the key conversation groups.

4. Miscellaneous Actions

- a. Certified Christian Educator elder Danna Larson has been appointed presbytery's registrar for the 2022 Youth Triennium event. [July 22]
- b. Appointment of Corporation officers: Jan Burger as President, Joseph Reid as Vice-President, Sharon Rayt as Secretary, and Joseph Brock as Treasurer. Furthermore, said officers were given the authority to sign any documents necessary and proper to sell, convey, mortgage, encumber and manage any property owned by the Corporation and to guarantee of repayment of principal and interest as required by lenders on loans of PCUSA churches within the bounds of the Presbytery of Yukon. [March 22]
- c. On the recommendation of the Road System, the Leadership Team approved joining the Association of Presbyterian Christian Educators (APCE) in order to make their resources available to the presbytery. The cost for presbytery to join is \$200/year. Presbytery will join APCE for a year at a time, for up to three years, at which time membership in APCE will be reviewed. [March 22]
- d. The Leadership Team recommended that Presbytery approve the 2022 proposed \$328,189 budget, a reduction from 2021's budget of about \$14,000. This item of business will be considered separately under the Stewardship Committee report.

Miscellaneous Information

1. Resignations
 - a. In March, Connie Irrigoo submitted her resignation as moderator of Native Ministries. Connie needed more time to grieve and focus on selling her mother's house. Ida Olemaun consented to serve as acting moderator until Native Ministries elects a new moderator.
 - b. Rev. Britt Johnston resigned as the presbytery's financial secretary. Mary Kron has returned to do the bookkeeping on a contract basis until a permanent person is hired.
2. Finance
 - a. Presbytery's 2020 Financial Records have been reviewed by Dean Mielke, director of the Mission Development Certificate program. Dean's full report is attached.
 - b. Presbytery's Paycheck Protection Program \$30,687 loan through First National Bank of Alaska has been entirely forgiven by the Small Business Administration.



MISSION DEVELOPMENT CERTIFICATES NORTHWEST

P.O. Box 423 • Seahurst, WA 98062 • Tel: 206.971.4603 or 1.866.211.8230 • www.mdcnw.org

September 1, 2021

OFFICERS:

President
Don Bennett

Vice President
Phineas Haglin

Secretary
Rev. James Deal

Treasurer
Guy Warren

Executive Director
Dean L. Mielke

BOARD of DIRECTORS:

Don Bennett

Rev. Jim Deal

Phineas Haglin

Rev. Robert Johnson

Rev. Ann Lewis

Leo Potter

Richard Stevens

Guy Warren

Josh Weldy

EMERITUS:

Rev. Rob McClure

Yukon Presbytery
Attn: Sharon Rayt, Stated Clerk
616 W. 10th Avenue
Anchorage, Alaska 99501

RE: 2020 Financial Review

Dear Friends of Ministry,

We have reviewed the statement of financial position of the Presbytery of Yukon as of December 31, 2020, and related statement of activities and cash flows for the year ended. We also contacted Mary Kron. regarding internal controls.

The following tests were conducted during the review:

- A representative sample was used to confirm deposit amounts received from sources and the period for which the deposit was booked. Copies of supporting documentation was reviewed. Deposits were matched to bank statements and internal records.
- Reviewed the original books of entry to determine if other income has been recorded accurately i.e. appropriate account, correct amount, unrestricted or restricted, etc. Traced the entries to the financial statements.
- A representative sample was used to test that disbursements have been properly authorized and recorded appropriately including special mission purposes were distributed accordingly.
- Reviewed the payroll and tax payments made. Compared payroll with the budget approved at the presbytery annual meeting. Verified pension contributions for the executive.

Financial Review Findings: All transactions selected for review were accurate and tied to the source documents. All contributions tested were accurate and tied to bank statements.

During the review, we identified items pertaining to internal controls and other operation matters:

- **Bank Reconciliation.** Most expenses are paid electronically. If not already imposed, we recommend preparing a monthly bank reconciliation and presenting it to the Executive Presbyter and Stated Clerk as part of the financial review of the presbyteries financial condition.
- **Back up procedures.** Back-up of electronic records is an important control. If not already imposed, we recommend monthly and year-end backups stored off-site. Daily or weekly backups can be on-site. A written policy/guidelines should be established and followed.

This review of the financial records was conducted in accordance with the Presbyterian Church U.S.A. Book of Order, G-3.0113 and generally accepted standards. It is not meant to be construed as an audit or opinion rendered by a certified public accountant.

We will return the records to your office unless notified otherwise.

Grateful to partner in ministry,

A handwritten signature in cursive script, appearing to read "Dean Mielke".

Dean Mielke, Executive Director