

**Leadership Cabinet**  
**Tuesday, December 13, 2022**

Yellowstone Presbytery Leadership Cabinet met for its scheduled meeting on Tuesday, December 13, 2022, beginning at 2:00 p.m. This was a Zoom meeting.

**Cabinet members present:**

RE Melissa Bell  
RE Julie Boksich  
RE Suzanne Bratsky  
MWS Chuck Carlson  
MWS Jamie Schmeling  
CRE Margee Smith  
MWS Dave Thompson  
RE Ric Tieman, Treasurer

**Members excused:**

RE Russ Kline, Moderator

**Others present:**

MWS George Goodrich, Co-Exec. Presbyter, MWS Kathy Goodrich, Co-Exec. Presbyter  
RE Caroline Fleming, Stated Clerk

1. **Opening:** Presbytery Moderator Dave Thompson, in the absence of Russ Kline, called the meeting to order.
2. **Quorum:** A quorum was declared present.
3. **Dwelling in the Word:** Dave led the team in Dwelling in the Word based on John 1: 19-28. The text reminded people the John the Baptist knew his place, knew that he was not the Christ, but was one called to announce the coming of the Messiah. We do well to remember our “place” too and to recognize that we can only do what God has given us to do. Sometimes it is our call to wait. There is a lot of waiting between Malachi and Matthew. Dave closed the time of Dwelling in the Word with prayer.
4. **Minutes of November 15 meeting:**
  - \***Action:** It was moved to approve the minutes of the November 15 meeting of the Leadership Cabinet as printed. The motion was seconded, and it passed.
5. **Agenda:** The agenda was amended to include information on insurance coverage after the financial report. A motion was made to approve the agenda as amended. The motion was seconded, and it passed.
6. **Co-General Presbyters’ report: (Attachment A)** Pastoral Ministry Team issues and equipping lay people have kept Kathy and George busy in addition to dealing with the death of Kathy’s mother. Karolee Larson’s commissioning as a CRE for Butte is being planned and may occur January 14, 2023.

7. **Finance Report:** Ric hasn't received November financial reports yet. They will be sent to LC members when he receives them.
8. **Insurance:** Brotherhood Mutual sent a letter saying our policy will be cancelled February 1<sup>st</sup>. Ric will meet with the insurance agent Wednesday, December 14 to find out why we received this notice. The presbytery has had no claims and pays premiums on time. Ric, George G. and Dave T. will talk together after Ric's meeting with the agent to look at insurance needs.
9. **Personnel: (Attachment B)** Chuck Carlson reviewed the need for someone to collect mail, make bank deposits and relay information sent to the presbytery office to appropriate persons. Personnel felt this person might work as a contractor. Ric reported that our bookkeeper says that contractors work under specific state laws. Ric will check again with the bookkeeper as to whether it could be alright to offer a contract for the minimal amount of work needed without violating Montana laws.

The personnel sub-committee is seeking people to serve on the Transition Team. They have two possible Ministers thus far and are now seeking Ruling Elders to serve. The committee will meet again tomorrow and continue its search.

10. **Stated Clerk report:** Caroline reported she has sent information concerning annual reports and per capita assessments to all clerks of session in the presbytery. Reports are due either January 31 or mid-February, depending on the reports.

Caroline also asked if two people would be willing to join with her and Kathy to review the General Assembly overtures and assign study of overtures to appropriate teams or groups in the presbytery. Margee Smith and Julie Boksich offered to work with Kathy and Caroline on overture review.

#### 11. Future meetings:

**2023 Leadership Cabinet meetings:                    January 10 & February 14**

**Presbytery meeting March 3-4:** Bozeman will be asked to host this meeting. If they cannot, either Billings 1<sup>st</sup> or St. Andrew will be asked. Ric will write up what technology needs to be available for the hybrid meeting.

12. **Closing:** A motion was made to adjourn the meeting. The motion seconded and it passed. Jamie Schmeling led the group in closing prayer.

**Next LC meeting: January 10 at 1:00 p.m.**

<b>Leadership Cabinet Action Items</b>		
<b>Responsible Person(s)</b>	<b>Action Item</b>	<b>Due Date</b>
<b>Ongoing Action Items</b>		
Personnel committee	Update Presbytery's Personnel Policy	Ongoing
Russ, Dave, Caroline, Jamie, Kathy	Continue work with the team discussing how to encourage experimental ministry, training small group leaders, and helps for facilitating small groups in congregations and communities.	Ongoing
LC members	Consider a person well-qualified to serve on the board of Rocky Mountain College	Ongoing
Ric	Write up the technical needs to host a hybrid presbytery meeting for churches	ASAP
Jamie, Dave, Caroline	Create a monthly presbytery newsletter to communicate regularly with our	No date set
LC members	Seek people with a passion for earth care who would work with St. Andrew in bringing concerns/ideas to LC and presbytery	ongoing
Russ	Serve as one on an LC sub-group addressing evangelism, bringing ideas for effective evangelism to LC and the presbytery	ongoing
LC members	Submit possible names for the General Presbyter transition team to Russ or Jamie.	ASAP
Caroline	Send out a flyer on where to get Advent Blocks	ASAP
<b>New Action Items</b>		
Ric	Visit with bookkeeper on MT laws for contracting the office duties.	ASAP
Personnel	Recruit people to serve on transition team	ASAP
Ric	Meet with Brotherhood Mutual agent and find out why presbytery got a letter informing us they will cancel our insurance February 1	ASAP
Ric, George & Dave	Review insurance needs & possibilities	1-10-23
Caroline, Kathy, Margee and Julie	Review and divide G.A. overtures between teams, groups and sub-committees	1-10-23
Ric?	Ask Ashley if Bozeman would be willing to host the March 2023 presbytery meeting	ASAP

## ATTACHMENT A

### Co-GP Report December 2022 to Leadership Cabinet, Kathy & George Goodrich

#### Jesus, the hope of glory and Immanuel, God with us

*“...Behold, the virgin shall be with child, and bear a Son, and they shall call His name Immanuel,” which is translated, “God with us.”* Mt. 1:23

*“...God has chosen to make known among the Gentiles the glorious riches of this mystery, which is Christ in you, the hope of glory.”* Col. 1:27

One evening this Advent season I received the lovely gift God knew I needed of walking/rocking & singing little Ben Cleary to sleep (16 months), with some of the glorious music Advent and Christmas have inspired over the millennia, including “Away in a manger...”. As I made my way by heart through the last verse all of a sudden I found my eyes brimming as I sang,

*Be near me, Lord Jesus [Immanuel], I ask You to stay,  
Close by me forever And love me I pray.*

*Bless all the dear children In Your tender care  
And fit us for heaven To live with You there.* Away in a Manger, 3<sup>rd</sup> verse

And so, I sang it through several times, for myself. It had worked heavenly peace into busy Ben and his eyes were finally shut. Oh, how my grieving, longing, wondering, grateful heart was joining in just this prayer, for myself and family, for countless family and loved ones, and those I hear about and don't know, but God DOES.

And it was as if the Spirit was inviting me to consider in my sudden and shocking loss that God's tender care and Spirit, which has been “*fitting my mom for heaven to live with him there*” all her life from when she walked to church alone as a teen, had answered one of her most fervent prayers and fulfilled God's ultimate destiny for her, that first day of Advent.

The **hope of Jesus** we have been talking about together in the presbytery throughout 2022, is ultimately fulfilled in our union with Christ and being WITH him eternally. Truly “Home for Christmas” as Augustine said,

**“You have made us for yourself, O Lord, and our hearts are restless until they rest in You.”**

So, in your griefs and longings, in your restlessness, these lyrics are my/our prayer for you as well, dear friends, that you will experience, just where God knows you and your loved ones and flocks need, ALL that it means that Jesus, the one who saves us from our sins, is *Immanuel*, God WITH you, WITH me, WITH US, as we are, where we are. And, never alone, may you be filled to overflowing with hope that the Spirit is working in and through ALL things for God's good purposes, refining and fitting you for heaven, to live now, and with him there.

#### **Quick update:**

The last 3 weeks, we have continued to visit with others and with churches across the presbytery work on a wide range of what we mentioned in our last report and preparing for and alongside LC and PMT which have both met since presbytery.

**PMT** – Pastoring, praying for, walking *with* pastors, CRE’s elders/church leaders through a wide range of situations in their lives, health families, churches... We have a lot of company in stiff challenges being faced.

Reviewing, updating and implementing and a variety of processes and decisions PMT has on its plate,

Talking with church leaders, sessions and/or PNC’s, candidates in transitions and discernment – George and Kathy

Kathy, with Daniel Triller and Kimmy, and Debbie Blackburn and Chuck Wright, plus Karolee Larson, has been working with FPC Butte for several years with a great deal happening the last few months, culminating in the session’s discernment and decision, supported by the PMT and presbytery, that she will be their CRE, Jan 1 along with finishing seminary this winter/spring. WE rejoice in God’s clear leading of everyone. Jan 14 likely her commissioning.

**LC -**

**1.Regarding the needed Admin/Financial help pertaining to the presbytery's financial and administrative needs ONSITE**, this is TOP priority to the continuing functioning of the Presbytery as the 3 volunteers who have been doing various part of this are or will shortly no longer available.

Grateful for Ric T. for his HUGE time served in many ways as Treasurer and for following through on what LC (see the Nov. Minutes) authorized him to do including drawing up content for a job description, to be turned into a contract following it's being approved by LC. We had a phone meeting with him last week and the document Personnel received was a result of agreed upon input from the 3 of us.

This description involves **only** the portion of Admin needs discussed in detail by LC at this time and which require someone local. Ric, George and I all agreed that the other admin/communication/PR needs should be discussed in concert with Caroline, Kathy/George, Personnel and Transition Team during the winter. Also, this is a part of the process of adapting/scaling back the EP position to a true half time. The existing description is about 90% of the full-time position we once filled!

It is not possible with MT state legal requirements for this very part-time position to be an independent contractor, or wise to have them report to FPC pastor along with us. So... employee status only option.

**2. Transition Team -**

Caroline's Minutes are helpful as to slots for the Team. But I would like to reiterate as have added my requests for experience, gifting and availability for anyone being seriously considered for this Team be:

**a. engaged and active in the presbytery, attending presbytery meetings regularly, And Team meetings** if they are active on one, over at least significant parts of the last 2 years.

**b. very familiar with the nature of all that a presbytery and Exec does *now* and will need to be doing** over the next 2 - 5 years with the radically changed and constantly changing nature of both culture and church.

**c. be interested in and currently learning about and open to learn more about the changing nature of church/congregations/leading change** in these fast-moving times and have shown capacity for helping a church, churches do just that. Capacity for vision and helping not only me but YP continue to adapt and to resource our leaders and churches for the FUTURE, 2024 and beyond, not merely how church once was.

**CANDIDLY, unless there are significant shifts and growth of all kinds, holy experiments, fresh expressions/new fellowships/worshiping communities birthed, we will be a vastly smaller presbytery in the near future.**

**d. be wise, discerning and listen to the Spirit and understand the presbytery's Vision statement and its culture and values.**

**e. be a team player** - not sure if I said this clearly or not, but it is also essential.

**Visiting churches** – Dec. 18 George will be in Jordan for not only leading worship but session, baptism, quite a few confirmands and more...!

Kathy will be at FPC Butte for Chuck's final service and farewell celebration. They have grown and deeply appreciated him and his pastoral leadership and vision.

**Finance and Budget** – We are grateful to still be under budget overall.

We are deeply moved and grateful for the kind and generous support which has arrived in the last 3 weeks. And thank you to so many of you and others around the presbytery whose generosity has been truly touching in these weeks when our lives have been overwhelmed with grief and what looks now like endless tasks and decisions.

**December has traditionally when we seek to catch up on many admin. and organizational tasks, files, fundraising, and there is always pastoral care**

Kathy catches up on what may be useful for YP among with zillion emails on the Mid Council Leaders list serve. She will attend their zoom update on the CLC which has not been serving pastors and churches very well, a widely shared opinion and frustration. A "New improved" effort is underway.

Kathy met virtually with **Synod staff forum**, where a great deal of transition has been happening. She is gathering updates and info on grant opportunities to share with the presbytery in the new year. Chuck Carlson is a welcome, albeit surprise addition.

She plans to attend their in-person meeting in August at Glacier Camp along with monthly zoom meetings.

13 December 2022

The Yellowstone Presbytery has a need for some office help to aid the transition to a virtual office. The assistance we need includes the following:

1. Collecting the physical mail from our PO Box (# 1254) in Bozeman
2. Sorting and possessing this physical mail including
  - a. Recording the date mail is received on original documents
  - b. Scanning bills and sending to [treasurer@yellowstonepcusa.org](mailto:treasurer@yellowstonepcusa.org)
  - c. Processing checks received.
    - i. Making copies of original check to keep with correspondence.
    - ii. Preparing & making deposits, including scanning these deposit and remittance advise and sending to the [treasurer@yellowstonepcusa.org](mailto:treasurer@yellowstonepcusa.org)
  - d. Other correspondence may need to be scanned and forwarded to [statedclerk@yellowstonepcusa.org](mailto:statedclerk@yellowstonepcusa.org).
  - e. All original mail is to be kept in a secure location for pickup later.
- 3.

The primary correspondence with the Treasurer and Stated Clerks.

This contract requires professionalism and confidentiality.

This work is likely to take two to three hours on a weekly basis, for which the Yellowstone Presbytery is willing to pay \$325 a month (\$25/hr for 3 hours a week). The contract begins on January 1, 2023 lasts six months, ending on June 30, 2023. The likelihood exists that this contract will be renewed for an additional six months. This will be determined by the Leadership Cabinet (LC) of the Yellowstone Presbytery on a recommendation by the Personnel Committee and will be decided at the May 2023 meeting of LC – after a review of needs, time, and other has been completed.

On this day \_\_\_\_\_, \_\_\_\_\_, the Yellowstone Presbytery enters into a

contractual agreement with \_\_\_\_\_ **Name of Contract Holder** \_\_\_\_\_ for the purposes of

completing the above agreed upon tasks.

Signed: \_\_\_\_\_

Caroline Fleming, Stated Clerk

Signed: \_\_\_\_\_

**Name of Contract Holder**

## Payment Options...The Numbers

Hourly Rate		Hourly Rate with hours per week		
		2 Hours	2.5 hours	3 hours
<b>\$10</b>	<b>W</b>	20	25	30
	<b>M</b>	86.67	108.33	130
	<b>6M</b>	520	650	780
<b>\$20</b>	<b>W</b>	40	50	60
	<b>M</b>	173.33	216.7	260
	<b>6M</b>	1040	1300	1560
<b>\$24</b>	<b>W</b>	48	60	72
	<b>M</b>	208	260	312
	<b>6M</b>	1248	1560	1872
<b>\$25</b>	<b>W</b>	50	62.50	75
	<b>M</b>	216.7	270.83	325
	<b>6M</b>	1300	1625	1950
<b>\$26</b>	<b>W</b>	52	65	78
	<b>M</b>	225.33	281.67	338
	<b>6M</b>	1352	1690	2028
<b>30</b>	<b>W</b>	60	75	90
	<b>M</b>	260	325	390
	<b>6M</b>	1560	1950	2340