



## ROLL CALL

**ATTENDANCE TOTALS:** Teaching Elders: 32, Commissioners: 34, Elders by Virtue of Office: 5, Total: 71 eligible voters. *[See Appendix, pp. 10-11]*

### VIBRANT PRESBYTERY WELCOME AND OPENING PRAYER

**Moderator Danny Morales** opened the Assembly with prayer at 9:31 am. Our new commissioners were: **Deborah Carrington** (Hobe Sound Community), **Jill Ellis** (Community PC), **Cheryl Loomis** (First, Pompano Beach), **Elianis Osorio** (Sunset PC), and **Humphrey Tendoh** (All Nations PC).

**General Presbyter and Stated Clerk (GPSC) Daris Bultena**, gave instructions on the assembly voting format using [pollev.com/tflorida992](https://pollev.com/tflorida992) for both online and in-person ministers and commissioners. Once it was confirmed that everyone was able to vote on the app and do the run through, Daris declared that a quorum was present in keeping with the specification in the manual, and the docket was adopted.

**MOTION 1: APPROVED the docket for the Stated Presbytery Assembly of August 24, 2024, as presented. [MSA]**

## CONSENT MOTION

### Recommendations of the Stated Clerk:

1. THAT the Presbytery dissolve the commission that installed Rev. Mark Wright at Central Presbyterian Church on June 2, 2024, with our thanks to the following members: Rev. Danny Morales (Moderator), Rev. Dr. Daris Bultena (CIO/GP/SC), Rev. Pat Ashley (Ret), Rev. Geoff McLean (AGP), RE-Cindy Hernandez (Central PC), and RE-Maxine Long (Pinecrest PC).

### Recommendations of the Committee on Nominations and Representation:

2. THAT the following nominee be elected:

[Name]	[Entity]	[Class]
TE-Mark Wright (Central PC)	FMC	2026

**MOTION 2: APPROVED recommendations 1 and 2 of the August 24<sup>th</sup> Consent Motion as presented. [MSA]**

### VIBRANT PRESBYTERY GENERAL PRESBYTER AND STATED CLERK REPORT

- That during 2024, the Session Records Review of 2023 minutes and materials is being conducted by the following method: Send the Stated Clerk a digital copy of your minutes along with the completed Session Minute Review Checklist *[See Appendix, pp. 12-13]* and the Session Minutes Review Form *[See Appendix, pp. 14-16]*. Once your minutes have been reviewed you will receive an acknowledgement sheet that can be inserted into your Session Minute book. The records review will be conducted by Presbytery representatives, so please remit your digitized records,



and completed checklist and reviewer forms. Scanned PDF copies of all documents are preferred (not photographed pages).

- Those churches having completed their 2024 records review of 2023 minutes are: Central, Community LBTS, First Fort Lauderdale, First Lake Worth, Gardens, Miami Shores, and Riviera.

*SESSIONS ARE REMINDED THAT SUBMITTING RECORDS FOR REVIEW IS A CONSTITUTIONAL REQUIREMENT. ALL SESSIONS MUST COMPLETE THE 2024 RECORDS REVIEW.*

- Reports and reminds the Presbytery of the changes that have been made to the Board of Pensions Medical Plan and the Presbytery policy in reference to those changes, and shares that meetings were held in June to interpret the changes. Should additional help or conversations be necessary please reach out to the General Presbyter and Stated Clerk. The policy of the Presbytery regarding benefits and coverage for the Minimum Terms of Call/Covenant beginning January 1, 2025, are as follows:

***The minimum terms of call shall require full participation for the pastor in the Board of Pensions benefits programs including medical and income protection through the Congregational Pastors Package or Transitional Pastor's Participation (the Transitional Pastor's Participation is available in 2025-2027). Congregations shall provide a strategy (approved by the COM) to address the coverage of a spouse and/or children to ensure that the spouse and/or children are appropriately covered.***

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***The minimum terms of covenant for Transitional Pastors, Stated Supply Pastors, or Bridge Pastors serving 20 hours a week or more shall require full participation for the pastor in the Board of Pensions benefits programs including medical and income protection through the Congregational Pastors Package. Congregations shall provide a strategy (approved by the COM) to address the coverage of a spouse and/or children to ensure that the spouse and/or children are appropriately covered.***

The Board of Pensions has provided a useful tool that will help churches arrive the appropriate numbers for their ministers. That tool can be found on their website, under the Season for Rebuilding section: [DECISION GUIDE](#).

- Reports that the annual Pastors Convocation for those serving congregations will be held at the Embassy Suites in Deerfield Beach, September 11-13, 2024. The convocation will explore leadership practices and will consider the concept of Mosaic Leadership.
- Reports that the Vibrant Together Development Corporation has developed a process for ministry incubation and has begun work with congregations to consider property repurposing and innovative ministry development.
- There will be an Installation Worship Service for Co-Pastors at First Delray Beach, for Rev. Dr. Doug Hood, and Rev. Dr. Greg Rapier on Sunday, September 8<sup>th</sup>, at 4:00 pm.

VIBRANT PRESBYTERY  
**226<sup>th</sup> General Assembly Report**  
[In Brief from the Office of the General Assembly](#)

GA226 Commissioners for Tropical Florida, Rev. Danny Morales and RE-Deborah Sadriwalla, along with Daris, gathered as a panel to present the following conversation. The greatest impact of the Assembly



was perhaps that this was the first in-person gathering after the Covid pandemic – “God’s people gathering to do God’s work”. Also, the YADs were fully engaged, which was both impressive and hopeful. One of the significant overtures was called Polity 01, or the Olympia Overture, which had great debate, and was beautifully passed with unity – a true testament to the denominational process of addressing difficult topics and finding consensus. God was seen through the attempt to hear everyone to be in unity. Thanks was given to Danny, Deborah, and Thomas Hessel (YAD) for representing and working hard for our GA226 Commissioners.

### VIBRANT LEADERS COMMITTEE ON MINISTRY

COM Chair Dwayne Black Jr., brought forth the following recommendations:

**MOTION 3: APPROVED by supermajority that First Presbyterian Church of Pompano Beach be permitted to call the Rev. Dr. Tim Roberts as Pastor. [MSA – See Appendix p.17]**

*[Passage of this motion requires a 3/4 (75%) vote of the Presbytery in keeping with the policy passed by the Presbytery Assembly November 12, 2019. The policy is in the Appendix (p. 16). It is noted that all steps have been completed and the Presbytery is now considering Item 13 of the Policy: “3/4 supermajority vote in favor of converting Transitional Pastor to Called/Installed Pastor on the floor of a stated Presbytery meeting.”]*

### VIBRANT LEADERS COMMITTEE ON PREPARATION FOR MINISTRY

CPM Chair David Massey brought forth the following recommendations:

Both Deborah Viveros and Rev. Amalie Ash shared their intern experience at First Presbyterian Church of Boynton Beach.

**MOTION 4: APPROVED that Ms. Deborah Viveros, Inquirer for Ministry of Word and Sacrament, be enrolled as a Candidate for Ministry of Word and Sacrament. [MSA]**

### VIBRANT TOGETHER RECONCILIATION AS MISSIONAL ENDEAVOR

As part of the Vibrant Together ministry plan, the presbytery launched into the next segment of *IS MISSIONAL*, with the topic of Reconciliation.

A Vibrant Christ-Centered Community...

**IS MISSIONAL**  
It recognizes mission as being oriented to the community in which the congregation is placed. A missional community understands itself as joining God in the mission God is doing.

**RECONCILIATION**  
In seeking reconciliation, the prophetic community works for justice, responds in compassion, speaks truth to power, confronts difficult issues, and boldly proclaims the mandate of the gospel.



“We have come to see that mission is not merely an activity of the church.  
Rather mission is the result of  
GOD’S INITIATIVE, ROOTED IN GOD’S PURPOSE TO RESTORE AND HEAL CREATION.  
‘Mission’ means ‘sending’ and it is the central biblical theme  
describing the purpose of God’s action in human history.”  
-- Darrell L. Guder --

### Reconciliation as Missional Venture

- **Conclusion**
  - A conclusion is a stop of any venture (or adventure).
- **Curiosity**
  - Curiosity embraces asking, “What might be happening here?” and then, “What else might be happening here?” (*and this is repeated over and over*)
- **Curiosity over Conclusion**
  - Venture happens when curiosity is valued over conclusion. Curiosity as the aim that amplifies the possibilities for reconciliation.

Reconciliation as Missional Venture  
A Conversation with John 6:56-69 in mind:  
1. What difference does it make if rather than approaching this text with a conclusion, one approaches it with curiosity?  
“WHAT MIGHT BE HAPPENING HERE?” and “WHAT ELSE MIGHT BE HAPPENING HERE?” and “WHAT ELSE MIGHT BE...”  
2. What difference does it make if rather than approaching your church’s neighborhood with a conclusion, one approaches it with curiosity?

### VIBRANT WITNESS WORSHIP

Today’s worship were excerpts of the 226th General Assembly worship. Today’s offering was also designated to the Peace & Global Witness Offering (PCUSA). [See Appendix p. 18]

### ADJOURNMENT

Moderator Morales thanked everyone for another successful hybrid meeting and adjourned the meeting with prayer at 11:28 am.



## REPORTS

### **Report of the Leadership Council:**

- APPROVED the Leadership Council minutes for April 24, 2024.
- APPROVED the Presbytery Assembly minutes for May 18, 2024.
- APPROVED that the Pastors Convocation be held at the Embassy Suites, Deerfield Beach, September 11-13, 2024.

### **Report of the Leadership Council Acting as the Presbytery:**

- APPROVED that the Human Resources Committee and the Executive Committee of the Leadership Council be authorized to set a staffing plan for while Daris is away on Sabbatical Part I, September 29-October 26, 2024.
- RECEIVED the interim progress report of the Administrative Commission for First Presbyterian Church of Lake Worth and Grace Presbyterian Church.
- APPROVED that the August 25 and November 9 Presbytery Assemblies be hybrid on Zoom and in-person at First Presbyterian Church of Fort Lauderdale.

### **Report of the Leadership Council Acting as the Presbytery Board of Trustees:**

- APPROVED that First Presbyterian Church of Boynton Beach be permitted to sell a portion of land to the east of the improved structure, described as "a portion of that certain real property located at 235 SW 6th Avenue, Boynton Beach, Florida 33435, consisting of approximately .5895 acres of unimproved vacant land." (Parcel Control Number: A portion of 08-43-45-28-27-000-0044) *[NB: Legal description to be used in the deed to be determined by survey prior to closing.]* AND further that the price shall be \$300,000 and that contract may be signed by the church with the proviso that the Stated Clerk of the Presbytery be a signature witness to the contract, AND additionally that at the closing, closing documents shall be remanded to the Presbytery; finances be wired directly to the Presbytery in lieu of the church; and that funds be disbursed and invested in keeping with the session's letter of April 25, 2024.
- RECEIVED an update on the permitting process for the Vibrancy Center.

### **Report of the Leadership Council Acting as the Board of the Vibrant Together Development Corporation (VTDC):**

- RECEIVED an update on the staffing plan for the Development Corporation.

### **Report of the Committee on Ministry:**

- APPROVED the COM minutes of May 2, 2024, as presented.
- APPROVED the COM minutes of June 6, 2024, as presented.
- APPROVED the Mission Study and Ministry Discernment Profile (MDP) for First Presbyterian Church of Pompano Beach as presented.



- APPROVED, if the way be clear and pending the report of the General Presbyter, that Steve Torrence, a minister in the Metropolitan Community Church (MCC) be authorized to serve as Pulpit Supply, and perform Lord's Supper on a limited basis for Peace Covenant Presbyterian Church, Key West, pending training and conversation with the General Presbyter.
- RECEIVED Rev. Dr. Bruce Irwin's Letter of Resignation from Glades Presbyterian Church as presented.
- APPROVED to RECOMMEND to the Presbytery Assembly that First Presbyterian Church of Pompano Beach be permitted to call Rev. Dr. Timothy Roberts (currently the Transitional Pastor) as pastor and that the Presbytery subsequently install him to that role.  
*[Motion 3, p.3 – See Appendix p. 17]*

**Report of the Committee on Ministry Acting as the Presbytery:**

- APPROVED the Terms of Covenant between First Presbyterian Church of Boynton Beach and the Rev. Amalie Ash, as Temporary Supply Pastor, expiring December 31, 2024.
- APPROVED the Terms of Covenant between Peace Presbyterian Church and the Rev. Lonnie Darnell, as Transitional Pastor, expiring May 31, 2025.
- APPROVED the Terms of Covenant between Community Presbyterian Church and the Rev. Dr. Albert Bush Jr., as Temporary Supply Pastor, expiring December 31, 2024.
- APPROVED the Terms of Covenant between Goodwill Presbyterian Church and the Rev. Ronald Evans, as Stated Supply Pastor, expiring January 31, 2025.
- APPROVED the Terms of Covenant between Ascension Peace Presbyterian Church and the Rev. Dr. Kenneth White, as Temporary Supply Pastor, expiring August 31, 2025.
- APPROVED the Terms of Covenant between First Presbyterian Church of Fort Lauderdale and the Rev. Diane Shoaf, as Temporary Supply Associate Pastor, expiring December 31, 2024.
- APPROVED the Terms of Covenant between First Presbyterian Church of Pompano Beach and the Rev. Dr. Timothy Roberts, as Transitional Pastor, expiring August 14, 2025.
- APPROVED the 2024 Terms of Call between First Presbyterian Church of Pompano Beach and the Rev. Dr. Timothy Roberts, if the way be clear. *[It is noted that the way becomes clear when the Presbytery Assembly on August 24 approves by supermajority that First Presbyterian Church of Pompano Beach may call the Transitional Pastor as the Pastor.]*
- APPROVED that the Rev. Dwayne Black Jr. be uninstalled from the pulpit of Sanctuary PC retroactive to January 1, 2024, and his status be deemed as Stated Supply Pastor. THAT he be permitted to moderate the session. THAT his current Terms of Call be deemed Terms of Covenant through December 31, 2024, omitting participation in the medical benefits plan of the Board of Pensions. THAT the session recommends to COM Terms of Covenant beginning January 1, 2025. THAT the General Presbyter and Stated Clerk communicate this to the Board of Pensions.
- APPROVED the Terms of Covenant between All Nations Presbyterian Church and the Rev. Denise McLeod, as Bridge Pastor, expiring December 31, 2024, with the notation that Rev. Kennedy McGowan shall serve as the moderator of the session.



- APPROVED that the Presbytery install Rev. Mark Wright at Central Presbyterian Church on June 2, 2024, at 4:00 pm, and that the following constitute a commission for this sole purpose: Rev. Danny Morales (Moderator), Rev. Dr. Daris Bultena (CIO/GP/SC), Rev. Pat Ashley (Ret), Rev. Geoff McLean (AGP), RE-Cindy Hernandez (Central PC), and RE-Maxine Long (Pinecrest PC).
- APPROVED the Co-Pastor Installation Commission for First Presbyterian Church of Delray Beach on September 8 at 4:00 o'clock in the afternoon: Rev. Danny Morales (Moderator), Rev. Dr. Daris Bultena (CIO/GP/SC), RE-Pam Cotant (First, Boynton Beach), RE-Debi Davis (First, FTL), Rev. Dr. Randy Gill (Ret), RE-Mary Martínéz (First, Delray Beach), Rev. Nic Merchant (First, FTL), RE-Fran Thew (ALT-Lakeside).
- APPROVED that Rev. Dr. Myron Miller be transferred to the Presbytery of Salem.
- APPROVED the Moderators for churches without ministers and those with special circumstances:

*NORTH*

- |                             |   |
|-----------------------------|---|
| ○ Faith PC, Palm Springs    | Paul Bayerl (Administrative Commission) |
| ○ First PC, Boynton Beach   | Amalie Ash (Transitional Pastor)        |
| ○ First PC, Lake Worth      | Daris Bultena (Moderator)               |
| ○ First PC, Port St. Lucie  | David Grachek (Transitional Pastor)     |
| ○ First PC, West Palm Beach | Jennifer Stroud (Moderator)             |
| ○ Goodwill PC, Ft. Pierce   | Ronald Evans (Moderator 9/1)            |
| ○ Grace PC, Lantana         | Randy Gill (Moderator)                  |
| ○ Peace PC, Port Salerno    | Lonnie Darnell (Transitional Pastor)    |

*CENTRAL*

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| ○ Ascension Peace PC, Lauderhill | Dwayne Black Jr. (Moderator)      |
| ○ Community PC, Deerfield Beach  | Geoff McLean (Moderator)          |
| ○ Community LBTS                 | Geoff McLean (Moderator)          |
| ○ First PC, Pompano Beach        | Tim Roberts (Transitional Pastor) |
| ○ Glades PC, Boca Raton          | Geoff McLean (Moderator)          |
| ○ Sanctuary PC, Fort Lauderdale  | Dwayne Black Jr. (Moderator)      |

*SOUTH*

- |                                  |   |
|----------------------------------|---|
| ○ All Nations PC, N. Miami Beach | Kennedy McGowan (Moderator)               |
| ○ First Miami PC, Miami          | David Grachek (Administrative Commission) |
| ○ First Spanish, Miami           | Angel Ortiz (Transitional Pastor)         |
| ○ Miami Shores PC, Miami Shores  | Kim Robles (Transitional Pastor)          |
| ○ New Covenant PC, Miami         | Daniel Morales (Temporary Supply)         |
| ○ Peace Covenant PC, Key West    | Kennedy McGowan (Moderator)               |
| ○ Riviera PC, Miami              | Melanie Marsh (Transitional Pastor)       |
| ○ Sunrise PC, Miami              | Yosneis Fleitas (Transitional Pastor)     |
| ○ Trinity PC, Miami              | Kennedy McGowan (Moderator)               |

**Report of the Committee on Nominations and Representation:**

- APPROVED the January 8, 2024, CON COR minutes as presented.

**Report of the Committee on Preparation for Ministry:**

- APPROVED the CPM meeting minutes for April 16, 2024, as presented.



- APPROVED that all Candidates under care are required to take the Safe Gatherings course as required Presbytery boundaries training.
- APPROVED to recommend to the Presbytery Assembly on August 24, 2024, that Ms. Deborah Viveros be enrolled as a Candidate for Ministry of Word and Sacrament.  
*[Motion 4, p. 3]*
- APPROVED that the PC(USA) Senior Ordination Exam Readers for the winter quarter exam cycle be RE-Nancy Fine (First, Delray Beach) and Rev. Dr. Brice Rogers (Sunset PC).

**Report of the Committee on Financial Management:**

- RECOMMENDED to the Board of Trustees that First Presbyterian Church of Boynton Beach be permitted to sell a portion of land to the east of the improved structure, with named restrictions on the sale and transaction.
- APPROVED the lease between Gardens Presbyterian Church and Transformation Palm County.
- APPROVED the lease between First Presbyterian Church of West Palm Beach and the Mad Hatter Experience, LLC for June 7 and July 12, 2024.
- APPROVED, if the way be clear, the lease between First Presbyterian Church of Port St. Lucie and and the Thrive Communities Homeschooling Association.

**Report of the Committee on Human Resource:**

- RECEIVED a report of the Staff Directors Summit that was held July 17-19, 2024.
- Planned staff evaluations for November 13, 2024.
- APPROVED the adoption of the sabbatical plan for the General Presbyter with Part I September 29 – October 26, 2024.

----- *End of Reports* -----





## INFORMATION

### From the Planning Team for Today's Assembly:

We will be using Mutual Invitation during the breakout discussion portion of the meeting.

The Principles of Mutual Invitation:

- Speakers will limit their response to one (1) minute or less.
- The first person to share will be the person whose first name begins with "A" or is closest to "A" in the alphabet.
- After that person has spoken, he or she then invites another to share. Whoever you invite does not need to be the person next to you.
- After the next person has spoken, that person is given the privilege to invite another to share.
- If you have something to say but are not ready yet, say "pass for now," and then invite someone else to share. You will be invited again later.
- If you don't want to say anything, simply say "pass" and proceed to invite another to share.
- We will do this until everyone has been invited.
- All are invited to listen but not to respond to someone's sharing immediately (no cross talk is permitted).
- After everyone has shared, that is the appropriate time for clarifying questions or comments.
- Each group will need to observe self-regulation to achieve the principles of Mutual Invitation.
- Those participating on Zoom will be placed in Breakout Rooms for discussions.
- Those in-person at First Ft. Lauderdale PC will be placed in discussion groups. The method will be shared by the moderator.
- Also, each group should select a recorder to take notes, and someone who will report back to the Presbytery Assembly. Send your notes to [Sandra@vibrantpresbytery.org](mailto:Sandra@vibrantpresbytery.org).

----- *End of Information* -----

*Respectfully submitted,*

*Rev. Dr. Daris Bultena, Stated Clerk*



## ROLL CALL

M=Minister | C=Commissioner | EVO=Elder by Virtue of Office

**ALL NATIONS-N.** Miami Beach  
M: Denise McLeod  
C: Humphrey Tendoh

**ASCENSION PEACE-Lauderhill**  
TS: Kenneth White  
C: 0/2

**CENTRAL-Miami**  
M: Mark Wright  
C: Patricia Chirdon  
C: Roma Henning  
C: Mike Mojares

**COMMUNITY-Lauderdale-by-the-Sea**  
M: [None]  
C: Deborah Sadriwalla

**COMMUNITY-Deerfield Beach**  
TS: Skip Bush (Absent)  
C: Jill Ellis

**EL CORDERO-Miami**  
M: Angel Ortiz  
C: Samuel Ortiz

**FIRST MIAMI-Miami**  
(Administrative Commission)  
TP: Chris Benek

**FIRST-Boynton Beach**  
TP: Amalie A. Ash  
C: Pamela Cotant

**FIRST-Delray Beach**  
M: Douglas Hood (Excused)  
AP: Greg Rapier (Excused)  
EVO: Nancy Fine  
C: 0/6

**FIRST-Ft. Lauderdale**  
M: Nic Merchant (Excused)  
AP: Diane Shoaf (Absent)  
EVO: Debi Davis  
C: Harry Mayton  
C: Jim Sabin

**FIRST-Hollywood**  
M: Kennedy McGowan (Absent)  
C: 0/2

**FIRST-Lake Worth**  
M: [None]  
C: Alan Lin

**FIRST-Pompano Beach**  
M: Timothy Roberts  
C: Rick Gow  
C: Cheryl Loomis  
C: Linda Williams

**FIRST-Port St. Lucie**  
TP: David Grachek  
C: 0/2

**FIRST-Stuart**  
M: David Grachek  
C: 0/2

**FIRST-Tequesta**  
M: Willy Figueredo  
C: Sarah Greer  
C: Jocelyn O'Neill

**FIRST-West Palm Beach**  
M: Jennifer Stroud (Excused)  
C: 0/1

**FIRST SPANISH-Miami**  
TP: Angel Ortiz  
C: Oscar Paez-Castro

**GARDENS-Palm Beach Gardens**  
M: Jeff Colarossi  
C: Lauraine Hoensheid

**GLADES-Boca Raton**  
M: [None]  
C: 0/2

**GOODWILL-Fort Pierce**  
M: Ronald Evans (Absent)  
C: Ron Cason

**GRACE-Lantana**  
M: [None]  
EVO: Reese Leach  
C: Leonor Yanez

**HOBE SOUND COM-Hobe Sound**  
M: Paul Bayerl  
C: Deborah Carrington  
C: Arthur Ondich

**KOREAN-Miami**  
M: Steven Jhu (Absent)  
C: 0/4

**KOREAN-Palm Beach**  
M: Sung Joo  
C: 0/2

**LAKESIDE-West Palm Beach**  
M: Roger Richardson  
C: Susan Morgan  
C: Fran Thew

**MIAMI SHORES-Miami**  
TP: Kim Robles  
C: Barbara Biggart  
C: Scott MacDonald

**MYRTLE GROVE-Miami**  
M: Leon Lovell-Martin  
C: 0/2

**NEW COVENANT-Miami**  
TS: Danny Morales  
C: 0/2

**NEW LIFE-Miami**  
M: Heidi Arencibia (Excused)  
C: Enrique Mesa  
C: Damaris Morera

**PALMS WEST-Royal Palm Beach**  
M: Ruffin Stepp (Absent)  
C: 0/4

**PEACE COVENANT-Key West**  
M: [None]  
C: 0/2

**PEACE-Stuart**  
TP: Lonnie Darnell  
C: 0/3

**PINECREST-Miami**  
M: Jacqueline Brovold  
C: 0/2

**PLANTATION-Plantation**  
M: David Massey  
C: Claire Cubbin-Will  
C: Becky Rountree

**RIVIERA-Miami**  
M: Melanie Marsh (Absent)  
C: Butch Sorenson

**SANCTUARY-Ft. Lauderdale**  
SS: Dwayne Black Jr.  
EVO: Barbara Hassall  
C: 0/2

**SUNRISE-Hialeah**  
TP: Yosneis Fleitas  
C: Donny Penny  
C: Crescent Scott

**SUNSET-Ft. Lauderdale**  
M: Brice Rogers  
C: Rosalinda Davis  
C: Elianis Osorio

**TRINITY-Key West**  
M: [None]  
C: Linda McLeod



**August 24, 2024**

**APPENDIX**

**RETIRED CLERGY NOT IN ATTENDANCE ARE AUTOMATICALLY EXCUSED. THOSE NOT PRESENTLY SERVING IN A CHURCH AS AN INTERIM, DESIGNATED OR SUPPLY PASTOR ARE:**

Richard Anderson	Excused	Joann Germershausen	Excused	Jose Rivera	Excused
Dennis Andrews	Excused	Randall Gill	Excused	Pedro Rivera	Excused
Raymond Anglin	Present	James Goldsmith	Excused	Lawrence Schenk	Excused
Martin Anorga	Excused	Roberto Hernandez	Excused	William Stepp	Excused
Patricia Ashley	Present	Ervin Joslin	Excused	John Stewart	Excused
James Bailey II	Excused	James S. Kirk	Excused	Maurice Stone	Excused
Dwayne Black, Sr.	Excused	Elaine Klaasen	Excused	David Thomas	Excused
Constance Bright	Excused	Joan Leroy	Excused	Carol Trax	Excused
Connie Caldwell	Excused	James Mead	Excused	John Vaughn	Excused
Robert Coleman*	Excused	Leah Meador	Excused	German Vega-Feliciano	Excused
Thomas Culberson	Excused	Mardoqueo Munoz	Excused	Roger Verse	Excused
Benjamin Davis	Excused	Wayne Myers	Excused	Robert Welsh	Excused
Donald Davis	Excused	James Nimmo III	Excused	Antonio Welty	Excused
Julio Delgado	Excused	Rosalia Orta	Excused	Hai Keon Yang	Excused
Fred Depenbrock	Excused	Edward Peachey	Excused		
Leslie Depenbrock	Excused	Joe Reggin	Excused		
Daniel Gerhardt	Excused				<i>* No contact info</i>

**OTHER CLERGY MEMBERS NOT SERVING AS CALLED, INTERIM, DESIGNATED OR SUPPLY: (Those laboring outside the bounds of Presbytery are automatically excused)**

**MINISTER IN OTHER SERVICE (MOS)**

Gustavo Astudillo	Excused
Pamela Barras	Excused
Brace Bateman	Excused
Georges Bitar	Present
Daris Bultena	Present
Jose Manuel Capella Pratts	Excused
Valdir Franca	Excused
Pamela Masten	Present
Geoff McLean	Present
Eliane Menezes	Excused
Robert Norris	Excused
Dohyun Paik	Excused
Elizabeth Pankey-Warren	Excused
Jorge Sayago-Gonzalez	Excused
Evangeline Tolley	Present
Tricia Young	Present

**MINISTER AT LARGE (MAL)**

Dawn Bryan	Absent
Katie Christie	Absent
Lucy Dergarabedian	Present
Charles Falcone	Absent
Raul Fernandez-Calienes	Absent
Linda Lader	Absent
Audley Reid	Absent
Kenneth Smith	Absent
Ben Sorensen	Excused

*\* No contact info*



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**PRESBYTERY OF TROPICAL FLORIDA**  
**SESSION MINUTE REVIEW CHECK LIST**

\*\*\* Clerk of Session put a stickie in the minute book noting this item for quick reference.

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Church Name: \_\_\_\_\_ Year (of minutes to review): \_\_\_\_\_

**NEEDS TO HAPPEN AT EACH MEETING**

- Date, Time, Place, Moderator's name is clear at beginning of each set of minutes
- Attendees, Excused, and Absent Names are recorded.
- Others present are noted and duration of their stay.
- The presence of a quorum is noted.
- Meetings are opened with prayer.
- Meetings are closed with prayer.
- Motions are clearly defined, and the action recorded (passed, referred, tabled)

**\*\*\* YEARLY ITEMS**

- Statement of composition of session and how it corresponds to composition of the congregation (G10.0301) at least annually
- Meetings of session are at least quarterly
- Record of training of elected officers by session
- Record of examination of elected officers by session
- Record of election of clerk of session and length of term
- Record of annual election of treasurer by the session
- Record of full financial review annually
- Record of approving the curriculum used in education programs
- Selection of members of the nominating committee by the congregation in an amount greater than the 2 elders from the session and a possible deacon
- Annual review of the adequacy of the pastor(s) compensation by the congregation



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**PRESBYTERY OF TROPICAL FLORIDA  
SESSION MINUTE REVIEW CHECK LIST**

\*\*\* Clerk of Session put a stickie in the minute book noting this item for quick reference.

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**\*\*\* AS NEEDED**

- Record of commissioner to presbytery reports
- Record of review of work of organizations in the church
- Record of setting the times of worship and the celebration of the Sacraments
- Record of calling congregational meetings with sufficient notice (G-1.0502)
- Minutes of the congregational meetings

**ROLLS AND REGISTER**

- Baptized members roll
- Active members roll
- Inactive members roll
- Affiliate members roll
- Roll of elders with dates of ordination, terms of service
- Roll of deacons with dates of ordinations, terms of service
- \*\*\* Can the rolls be easily reconciled with the minutes that record an action concerning a member.

\_\_\_\_\_ Approved      \_\_\_\_\_ Approved with Exception      \_\_\_\_\_ Not Approved

Reviewer's Name: \_\_\_\_\_ Date: \_\_\_\_\_



**PRESBYTERY OF TROPICAL FLORIDA**  
**SESSION MINUTE REVIEW FORM**

Church Name: \_\_\_\_\_ Year (of minutes to review): \_\_\_\_\_

The spirit of this form is to try and capture what this presbytery feels is essential to include in a church's minutes in order to ensure transparency and good order.

**Section I:**

1. Each congregation is to maintain the membership rolls (active, affiliate, baptized), deaths, pastors, elders, deacons (if applicable). This register of the rolls of the church was updated on (date): \_\_\_\_\_.
2. The Annual Meeting of the Congregation was held on (date): \_\_\_\_\_.

At this meeting, the following transpired:

- |   |   |   |   |   |     |    |    |
|---|---|---|---|---|-----|----|----|
| a. Review Terms of Call for pastor                | - | - | - | - | YES | or | NO |
| b. Elected members of the Nominating Committee    | - | - | - | - | YES | or | NO |
| c. Elected new elders and deacons (if applicable) | - | - | - | - | YES | or | NO |

If the election of the Nominating Committee or new elders did not occur at the annual meeting, please indicate below when this occurred (date): \_\_\_\_\_.

3. New officers were examined by the Session on (date): \_\_\_\_\_.
4. New officers were ordained/installed during worship on (date): \_\_\_\_\_.
5. The Session established the annual budget on (date): \_\_\_\_\_.  
(Please attach a copy of the budget in your minutes.)
6. The Session elected the treasurer on (date): \_\_\_\_\_ for a term of: \_\_\_\_\_.
7. The Session elected the Clerk of Session on (date): \_\_\_\_\_ for a term of: \_\_\_\_\_.
8. The church had a financial review (G-3.0113) with the findings reported to the session on (date): \_\_\_\_\_.
9. The Annual Statistical Report has been attached to the minutes at the end of the calendar year. YES or NO

**Section II:**

Please take an average month and check if the following information has been recorded in the session minutes.  
(month looked at: \_\_\_\_\_)

- |  |   |   |   |   |     |    |    |
|--|---|---|---|---|-----|----|----|
| 1. The meeting was opened and closed with prayer.    | - | - | - | - | YES | or | NO |
| 2. Date, hour and place of the meeting was recorded. | - | - | - | - | YES | or | NO |
| 3. Name of the moderator is given.                   | - | - | - | - | YES | or | NO |
| 4. A quorum was declared.                            | - | - | - | - | YES | or | NO |
| 5. Names of those absent and excused were listed.    | - | - | - | - | YES | or | NO |
| 6. The minutes of the last meeting were approved.    | - | - | - | - | YES | or | NO |
| 7. All action items are recorded.                    | - | - | - | - | YES | or | NO |
| 8. Clerk and the Minister has signed the minutes.    | - | - | - | - | YES | or | NO |



**Section III:**

The following items should be contained in the minutes if applicable:

1. The Session has authorized baptisms on (date): \_\_\_\_\_.
2. The Session has authorized the observance of the Lord’s Supper on (dates):  
\_\_\_\_\_.
3. The Session received new members (dates):  
\_\_\_\_\_.
- a. By letter of transfer on (dates):  
\_\_\_\_\_.
- b. By reaffirmation of faith on (dates):  
\_\_\_\_\_.
- c. By adult baptism on (dates):  
\_\_\_\_\_.
4. The minutes contain a detailed financial report within the year.        -        YES    or    NO
5. The Session took a candidate under care on (date): \_\_\_\_\_.

**Section IV:**

Congregational Meetings may contain the following information. Please indicate if appropriate:

1. A new pastoral relationship was established on (date): \_\_\_\_\_.
2. A pastoral relationship was dissolved on (date): \_\_\_\_\_.
3. Any matters relating to property issues such as purchase, lease, sale, were discussed and voted on (dates):  
\_\_\_\_\_.

**Section V:**

The annual meeting of the corporation was held on (date): \_\_\_\_\_.  
(This meeting can be the same as the annual meeting of the congregation.)

**Section VI:**

The Presbytery of Tropical Florida mandated in 2014 that session minutes be signed by both the Clerk of Session (the person taking and presenting the minutes for session approval) and the Moderator (the person who moderated the meeting) after the subsequent session meeting has approved the previous session’s minutes. During the annual inspection of the churches’ minutes and record books, the Stated Clerk shall note the presence or absence of both signatures on approved session minutes.

Minutes – final minutes shall be kept on acid-free paper, bound in a permanent form, numbered so that material may not be inserted at a later time. Unused spaces shall be marked through with the phrase: “Intentionally left blank”. Temporary minutes may be kept in a loose-leaf form, but the signed, final form shall be the permanent record.

1. Has Per Capita been paid? -        -        -        -        -        -        YES    or    NO  
If not, why not? \_\_\_\_\_.



PRESBYTERY OF TROPICAL FLORIDA  
SESSION MINUTE REVIEW FORM

1. Are there any loans from the Presbytery?    -       -       -       -       YES or NO  
Are they current? \_\_\_\_\_.
2. Has/have your Pastor(s) completed the Presbytery Boundaries Training?       YES or NO
3. Has/have the Session/Trustees reviewed the adequacy of the church's insurance program? YES or NO
4. Has any change in Terms of Call been filed with the COM?    -       -       YES or NO  
\_\_\_\_\_ Check if the church has re-done their by-laws  
\_\_\_\_\_ Check if your church needs help with the re-writing of by-laws

Because each church determines the quorums for sessions and congregations, it would be advisable in the beginning of your minutes for a calendar year, to state: the quorum for a session meeting is \_\_\_\_\_ people/percentage of the session.

The quorum for a congregational meeting is \_\_\_\_\_ percentage of active members.

**TO BE COMPLETED BY THE REVIEWER:**

Items to be worked on for next year's review:

\_\_\_\_\_

The minutes of \_\_\_\_\_.

Church were reviewed and approved as:    -       -       -       **WITHOUT exception**       **WITH exception**

Reviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PTF Representative's Signature: \_\_\_\_\_ Date: \_\_\_\_\_





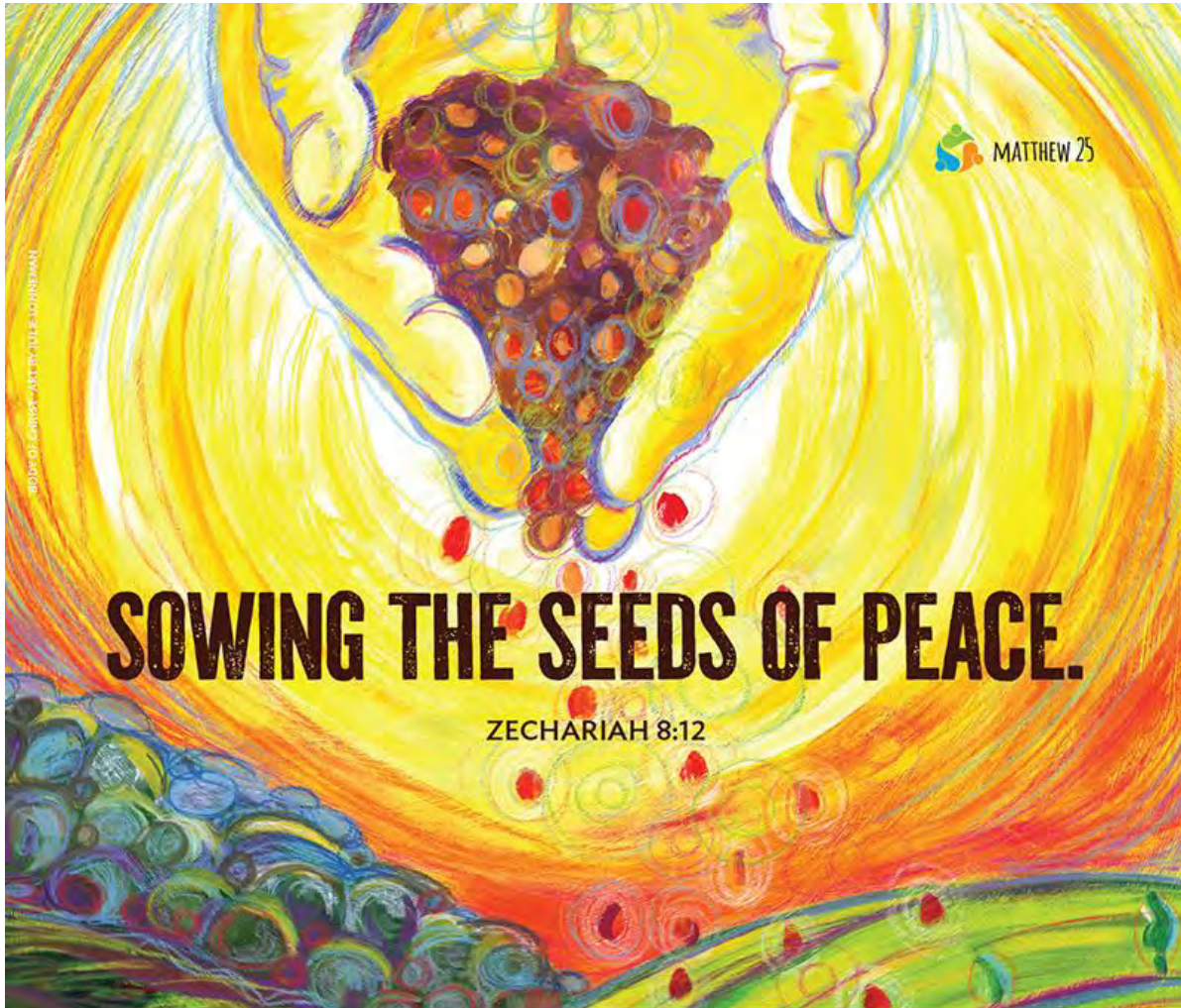
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**Presbytery of Tropical Florida  
Committee on Ministry  
Policy for Converting a Transitional Pastor to a Called/Installed Pastor**

1. Session shall notify Committee on Ministry (COM) that they would like to consider the possibility of converting a Transitional Pastor to a Called/Installed Pastor.
2. COM will conduct a Session visit to have further conversation in general about the possibility while specifically determining how the congregation has moved through the transitional ministry process tasks and how the congregation has moved towards congregational vibrancy under the current Transitional Pastor.
3. The COM will confer and determine whether it is appropriate to continue the process of converting a Transitional Pastor to Called/Installed.
4. Opportunities for congregational input must be created, (i.e. congregational surveys, town hall conversations, other forms of communication for the congregation to have input in the decision).
5. A congregational meeting must be called for the purposes of electing a PNC to conduct the search for the Called/Installed Pastor.
6. The PNC will be tasked with working with COM to determine if a new Mission Study must be created or an existing Mission Study revised.
7. PNC will be tasked with creating a MIF.
8. Transitional Pastor who wishes to be considered for Called/Installed roll may formally apply for the Called/Installed position by submitting her/his PIF to the PNC for review.
9. In consultation with the COM and if the PNC requests, an open national search using the CLC system to identify additional candidates may be permitted but is not required.
10. PNC shall review PIF of Transitional Pastor and other candidates (if applicable), and evaluate PIFs in light of the MIF, and the identified needs of the congregation to determine whether a good fit exists.
11. PNC shall present candidate and Terms of Call to COM for review and approval.
12. PNC shall call a congregational meeting to present candidate to serve as Called/Installed Pastor and congregation shall vote.
13.  $\frac{3}{4}$  supermajority vote in favor of converting Transitional Pastor to Called/Installed Pastor on the floor of a stated Presbytery meeting.



## Peace & Global Witness OFFERING



SEPTEMBER 8-OCTOBER 6, 2024



PEACE & GLOBAL WITNESS  
SPECIAL OFFERINGS  
PEACEMAKING AND RECONCILIATION



**PEACE** IS ACTIVE,  
NOT PASSIVE



PEACE IS POSSIBLE.  
Let us sow the seeds  
of peace in every  
interaction we make.



LET US SOW THE SEEDS  
OF PEACE IN EVERY  
INTERACTION WE MAKE.