From the Stated Clerk

- The Stated Clerk reports the following resignations from committees/commissions:
  - Bill Plitt, RE, from Leadership Council

- The Stated Clerk reports that she appointed Ruling Elder Chris Payne to moderate a portion of the Immanuel Presbyterian Church session meeting on January 17, 2019.

- The Stated Clerk reports that she appointed the Rev. Diane Hutchins to moderate the Geneva Presbyterian Church session meetings during February 2019.

- The Stated Clerk reports that the Rev. Bill Wisneski, a member in good standing of Donegal Presbytery, will be laboring within our bounds to perform a marriage ceremony in the District of Columbia, a circumstance that has been approved by the Committee on Ministry.

- The Stated Clerk reports that she dismissed the Rev. J. Herbert Nelson to Mid-Kentucky Presbytery effective 1/7/19.

- The Stated Clerk reports that she appointed the Rev. Nancy Clark to moderate the New Hope Presbyterian Church March and April session meetings and the Rev. Mike Koppel to moderate the May session meeting.

- The Stated Clerk reports that she dismissed the Rev. Jane Duffield to Pittsburgh Presbytery effective 2/21/19.

- The Stated Clerk reports that the following churches failed to file a statistical report for 2018:
  - Church of the Pilgrims
  - Korean Presbyterian Church of Rockville
  - Wheaton Community Church

From the Commission on Preparation for Ministry

On January 17, 2019, the Commission on Preparation for Ministry approved candidate status for Nat Amarquaye and Matthew Hackworth.

From the Wheaton Community PC Administrative Commission

The WCPC AC, in the role of session, has decided the Steering Committee at WCPC—deacons who were appointed to lead the church after the session resigned—should be dismissed, although
members may continue to serve their functions under the authority and direction of the session (AC).

The WCPC AC, in the role of session, will invite all elders to session meetings where they can actively participate by voicing their concerns as well as helping the AC to make motions and decisions. Although the participating ruling elders will not have a vote, their participation will benefit the church by offering a laboratory environment to educate, train, and empower the ruling elders and increase their sense of leadership and responsibility. It is anticipated that this arrangement will be in place for a year until the AC is able to establish a regular session, beginning with a congregational meeting to elect a nominating committee.

*From the Community PC Administrative Commission*

The lawsuit to obtain a declaration that the title to the [former] Community Presbyterian Church property is vested in the National Capital Presbytery and for a writ of possession requiring delivery of the property to National Capital Presbytery proceeds. Discovery is ongoing and, should the case not be resolved earlier, a trial date of September 9, 2019 has been scheduled by the Alexandria Circuit Court.

*From the Leadership Council*

**NCP LEADERSHIP COUNCIL MEETING MINUTES**  
January 12, 2019

**Present:** Neill Morgan, Beth Goss, Charles Barber, Quinn Fox, Cameron Byrd, Elsie Reid, Dave McClung, Pat Futato, Miriam Dewhurst, Bill Plitt  
**Excused:** Laura Cunningham Lee Bishop  
**Staff:** Karen Chamis, Sara Coe, Todd McCreight, Jan Moody, LaJuan Quander  
**Guest:** Jessica Tate

Meeting began at 10:00 with call to order. Bill Plitt led devotion and prayer. He reflected on his response to the poem by Jan Richardson, Where the Light Begins.

Rev. Jessica Tate, Director of NEXT Church, led a workshop on Cultivated Ministry.

Lunch provided by Lisa Fiedler followed the workshop.

In the afternoon, Beth Goss and Todd McCreight provided an update on the next steps for the Long-Range Financial Task Force. It was decided to postpone presenting a report to the presbytery in January because Beth would be out of town. Before the March presbytery meeting the Task Force will work on gathering feedback from NCP committee and commission chairs and will prepare to host an Open Space and give a report at the March 26, 2019 NCP meeting.

Karen Chamis reported on plans for Unity PC property.

Meeting closed with prayer.
LC Present: Laura Cunningham, Quinn Fox, Neill Morgan, Beth Goss, Lee Bishop, Charles Barber, Brian Clark, Dave McClung, Bill Plitt, Miriam Dewhurst, Pat Futato

NCP Staff: Todd McCreight, Karen Chamis, Sara Coe, Jan Moody

Excused: Elsie Reid, Cameron Byrd

- At noon, Karen Chamis led the book discussion on *Canoeing the Mountains*. For the next LC meeting, discussion of Chapter Four will continue with a focus on possible ways that the three competences highlighted in the chapter may relate to the work of Leadership Council.

- Charles Barber called the meeting to order and led a prayer at 12:30.

- New LC member Rev. Brian Clark was introduced, and guest Karl Hoffman was seated.

- Laura Cunningham led the devotion and invited people to pair up and share with one another a story about a time when he/she experienced something new. She then lifted the Scripture, “God is doing a new thing, now it springs forth, do you perceive it?” (Isaiah 43:19) and concluded with prayer.

- Karl Hoffman, chair of Investment Committee, presented the annual report of the Investment Committee and the LC moved to receive the report.

- Todd McCreight reported that NCP’s current 10.5-year office space lease at 11300 Rockville Pike expires at the end of 2019. With the assistance of a real estate broker team from Transwestern, NCP staff undertook a broad search for office space in the Rockville/North Bethesda area, with three goals:

  1. Reduced rental expense
  2. Ease of access for visitors at least as convenient as our current location
  3. Shorter lease term to provide more flexibility for a variety of future office space needs.

  Staff visited and considered available suites in six different office properties. The option being proposed for approval is a smaller suite in our current building that meets each of the goals, including:

  1. A rental savings of $33,189 per year, starting July 1, 2019
  2. A convenient, inexpensive move within the same building
  3. A 5.5-year term for maximum future flexibility
  4. A turnkey space improvement plan at no additional charge

Motion: That National Capital Presbytery be approved to enter into a 5.5-year office lease with Brookfield at 11300 Rockville Pike on the following terms and conditions:

Start date: July 1, 2019
End date: December 31, 2024

Base rent: $32.00 per rentable square foot per annum, full service
Annual rent escalation: 3.0%

Tenant improvements at landlord’s sole expense

Operating expenses, utilities, and real estate tax pass throughs: based on proportionate share of actual increases

Security deposit: TBD based on our recent financial statements
Commitment authority: Todd McCreight as Treasurer is approved to sign the Lease Proposal and the Lease Document.

Approved

- Karen Chamis presented updates from CDC on the Unity Property.

- Sara Coe reported on the lawsuit involving Community PC and the attorney fees that have accrued.

- Karen Chamis gave an update on Worship and Theology. In January 2019, Rev. Judith Fulp-Eickstaedt resigned as chair of Worship and Theology. Karen Chamis reported that Rev. Susan Wisseman, if approved by LC, is able to serve as chair.

Motion: LC moves to appoint Rev. Susan Wisseman to serve as chair of Worship and Theology beginning Feb. 13, through September 2020.

Approved

Next Meeting: Date TBD*
*Because several members are unable to attend on the scheduled date of March 6, an alternative date of March 13 was suggested. Emails to LC will be sent to confirm best date.

Devotion Leader: Bill Plitt
NCP LEADERSHIP COUNCIL MEETING  
March 6, 2019 Minutes

Present:  Pat Futato, Brian Clark, Neill Morgan, Beth Goss, Elsie Reid, Lee Bishop, Quinn Fox, Dave McClung, Cameron Byrd, Miriam Dewhurst, Cameron Byrd, Todd McCreight, LaJuan Quander, Sara Coe, Jan Moody, Karen Chamis

Excused:  Charles Barber, Laura Cunningham, Bill Plitt

- At noon, Karen Chamis led the book discussion on chapter 4 of Canoeing the Mountains.
- David McClung called the meeting to order and led a prayer at 12:30.

Long-Range Financial Task Force Report

Beth Goss provided a report on the work of the Long-Range Financial Plan Task Force. The team includes: Beth Goss, Charles Barber, Diane Hendricks, Pat Futato, Mark Gaskill, Dave McClung, Karen Chamis, Todd McCrreight, and LaJuan Quander. Beth presented:

- An update on the team’s meetings with NCP Committees, Commissions, and Teams to examine and provide input about the use of the tool developed by the Task Force. The tool, a spreadsheet model for financial projections, is designed to help assess challenges to the NCP budget over the next ten year; identify trends and key variables and improve budget planning.

- Next steps for the development of the Long-Range Financial Plan, including compilation of a list of issues surfaced during development of the tool which the task force will pass on to Leadership Council.

- Plans for an Open Space at National PC, from 4:00-5:00, before the NCP presbytery meeting on March 26, 2019.

Rachel Vaagenes, chair of the Nominating Committee, presented the committee’s annual report.

Motion:  To receive, with gratitude, the annual report from the NCP Nominating Committee. Approved

Todd McCreight presented the 2020 Budget Timeline.

Motion:  To approve the proposed 2020 Budget Timeline. Approved
• Pat Futato presented an update on next steps for the Funding Initiative.

• Karen Chamis presented the following recommendations from CDC.

**Motion:** To approve the relocation of Prince George’s Community Church from its current location in Bowie, MD, to the location of the former Unity Presbyterian Church in Temple Hills, MD.  
Approved

**Motion:** That the property and physical assets in Temple Hills, MD formerly known as Unity Church, be offered to the Prince George’s Community Church (PGCC).  
PGCC covenants to begin contributions that will equal 10% of their annual giving, up to $760,000, to the Resurrection Fund so that future Presbytery mission projects might be funded. Contributions will begin no later than 18 months after PGCC receives the property.  
The Treasurer and the Director of Congregational Development are authorized to execute on behalf of National Capital Presbytery the documents that will memorialize this covenant. 
Approved

• Sara Coe gave an update on Community PC.

• LaJuan Quander reported on the launching of the new platform for the NCP website.

• Todd McCreight presented the following for LC approval:

  **Motion:** To approve that Todd McCreight as Treasurer be authorized to open a collateral checking account at United Bank to hold $150,000 of Arlington Presbyterian Church's custodial fund, for the purpose of securing a letter of credit as required in the property lease that Arlington is entering into with the Arlington Partnership for Affordable Housing.  
  Approved

Meeting closed with prayer and Karen Chamis reading 1 Peter 4:7-11.

Next LC Meeting: April 3, 2019