

Administrative Commission of Heartland Presbytery
For the Korean United Presbyterian Church of Kansas
Report to Presbytery – February 13, 2018

At the November 18, 2017, meeting of presbytery, the commission reported to the presbytery in detail the work we had accomplished to that point, particularly the decision to assume original jurisdiction as of October 21, 2017, assuming all duties and obligations of the Session. The Administrative Commission has continued that work since that time retaining authority for all Session matters, while appointing a Leadership Team consisting of four A.C. members and three congregation members to offer day-to-day management and oversight in the congregation. The Administrative Commission has met as a group 19 times, with individual A.C. members holding many, many more meetings with various groups or individuals from the congregation.

The work continues to be difficult, as the congregation is very deeply divided. The congregation seems to exhibit the same challenges that have caused the presbytery to intervene in various ways over the past two decades. With very few exceptions, there is a clear demarcation between long established elders of the church, all of whom are older men (and their families), and the rest of the church (which is generally younger and more diverse).

There is another difficulty. The congregation is in a very tenuous financial position. With only 45 active members, sustaining a full-time pastorate (as well as other part-time staff for Christian education and music) would be very difficult under the best circumstances. Under the present circumstances, the church has been drawing increasingly on its savings (mostly from a building sale decades ago) to maintain its budget. We are deeply concerned that the congregation is not financially viable in the long term under the current arrangements.

Both of these difficulties are contributing to a very difficult environment for the current pastor and the stability of his call. Indeed, these problems should have been visible to the presbytery at the time this call began in 2016. In 2017, the pastor was not paid at the presbytery minimum level and did not receive vacation and study leave benefits in accordance with presbytery policy. As it now stands, the budget we have approved for 2018 contains only 75% of the necessary funding for a full year of the pastor's full-time terms of call. We will be monitoring the financial situation, as well as other matters, closely in the coming months.

We are in the process of bringing in consultants with experience with Korean-speaking Presbyterian churches, and we will share more information in our verbal report to presbytery on February 13.

Because we have assumed the duties of the Session, it is necessary for us to report all actions we have officially taken to the presbytery so they may be recorded in the minutes. What follows is a sequential list of actions taken by the Administrative Commission since October 5, 2017: (The action assuming original jurisdiction was previously reported to presbytery on November 18, 2017.)

October 12, 2017

Called a meeting of the congregation for Sunday, October 22, at 1 p.m. for the purpose of sharing the action taken on October 5 assuming original jurisdiction and updating the congregation on the work of the Administrative Commission.

November 17, 2017

Took the following actions on the recommendation of the Leadership Team:

1. That each team (congregational committee) be required to submit a written report of their activities in English to the LT by December 6, 2017, and that such written reports be an ongoing practice of the teams thereafter.
2. That the Treasurer be authorized to continue paying monthly expenses which do not exceed the amount approved in the budget, with check signed by Treasurer Kyung Sook Lee and Elder Pan Joe Jeong, with a monthly written report provided (through LT); and further that requests which go beyond the budget provisions be approved by the AC in advance of expenditure.
3. That an active membership roll be established, initially to include 43 listed persons considered members as of October 21, 2017, with changes to the roll to be made by the Administrative Commission (on recommendation of the Leadership Team) in accordance with the *Book of Order*.

These are the names:

Pastor: John Kim

Congregation: Total – 43 members

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|-------------------------------|-------------------------|
| 1. Myungsoon Koo (Mary Chung) | 22. Changjoo Yim |
| 2. Heejoo Cavanagh | 23. Sunok Pai |
| 3. Byonghyon Kim | 24. Kongsoo Ken Chung |
| 4. Soonim Kim | 25. Myungsook Yim |
| 5. Soonhee Kim | 26. Eunyoung Chung |
| 6. Ray Kim | 27. Pan Joe Jeong |
| 7. Jongwoong Kim | 28. Jeungsook Park |
| 8. Chun Hui Kim | 29. Kookhyun Choi |
| 9. Jackie Hyunmi Kim | 30. Byeongyon Choe |
| 10. Soonja Park | 31. Youngja Choi |
| 11. Kyonghee Choe | 32. Inseong Choe |
| 12. Pauline Hyewon Pae | 33. Yeongju Heo |
| 13. Woonho Baek | 34. Yujeong Shon |
| 14. Kyongsook Lee | 35. Youngok Hong |
| 15. Taekyong Yang | 36. Amy Choe |
| 16. Hosuk Yang | 37. Minjung Hwang |
| 17. Inkyun Woo | 38. Jesse Jeongho Hwang |
| 18. Jangwoo Lee | 39. Terry Lee |
| 19. Taehoon Lee | 40. Julie Kim |
| 20. Jongho Bae | 41. Jay Jaehyun Song |
| 21. Jeongok Choi | 42. Inkyu Han |

43. Seonhyang Chung

November 30, 2017

The Moderator was directed to write a statement to be distributed to persons attending KUPCK on Sunday, Dec. 3, expressing:

1. Our finding that the November 26 incident—including both hostile words and a perceived threat to physical safety—was unacceptable
2. That future behavior of this sort by any member of the church will not be tolerated and will lead to further action by the Administrative Commission.
3. An invitation to let us know of any unacceptable conduct by any member or staff member, by contacting clerk Heidi Peterson.

The Administrative Commission assumed all duties of the Finance Team and the Budget Team, dissolving both groups, with this action to be communicated as soon as possible after the addition of Kyung Sook Lee as a signatory to the savings account.

The Leadership Team was directed to develop position descriptions for all church staff positions.

The annual meeting of the congregation was called for Sunday, January 21, 2018, at 12 noon in the sanctuary, with an agenda established by the Administrative Commission and the moderator of the AC moderating the meeting.

December 14, 2017

On recommendation of the Leadership Team, Paul and Chi Suk Kim were added to the official membership list.

The Administrative Commission approved for recommendation to the congregation changes to the Terms of Call for Rev. Kim for 2018 equivalent to the minimum terms for a full time pastor in Heartland Presbytery.

January 18, 2018

The Administrative Commission approved a budget for 2018 on recommendation of the Leadership Team, including the Terms of Call (presbytery minimum) as previously approved:

That the congregation approve the following terms of call for the Rev. John Junhyoung Kim as pastor, effective January 1, 2018:

Salary	\$19,000*
Housing	\$21,600*
Vacation	4 weeks
Study Leave	2 weeks
Board of Pensions Dues	\$15,872**

January 25, 2018

Approved position descriptions for organist and choir director.

Approved the minutes of the January 21, 2018, congregational meeting as follows:

Annual Meeting of the Congregation
Korean United Presbyterian Church of Kansas

January 21, 2018
Minutes

This meeting was convened by the Administrative Commission of Heartland Presbytery, which assumed original jurisdiction with all powers and duties of the session, which was dissolved, effective October 21, 2017.

Members of the Administrative Commission present:

Rev. Brian Ellison, moderator

Ruling Elder Elizabeth McKell, acting as clerk, member of the KUPCK Leadership

Team

Rev. Barb Sherer, moderator of the KUPCK Leadership Team

Ruling Elder, Harold Frye, member of the KUPCK Leadership Team

Translator: The Rev. Jong Ho (Jay) Chin, military chaplain, Presbyterian Church (U.S.A.)

1. The Annual Congregational Meeting of the Korean United Presbyterian Church of Kansas was called to order by the Rev. Brian Ellison. Rev. Ellison led the congregation in Prayer.
2. Rev. Ellison introduced himself as a minister in Heartland Presbytery and moderator of the Administrative Commission of Heartland Presbytery. He then introduced the other members of the Administrative Commission in attendance today. A quorum was present.
3. Rev. Ellison began the discussion of the agenda with a few procedural notes: Only active members of the congregation, as determined by the Administrative Commission, are entitled to speak, make motions and vote in this meeting. Parliamentary procedure will be followed. The purpose of this meeting is to receive a report from the Administrative Commission, to vote on the terms of call for the pastor, and to receive for information the approved budget for 2018.
4. The Agenda, as proposed by the Administrative Commission, was presented. A discussion followed regarding the issue of who should be considered an active member of the congregation. Several congregation members made (what was, in essence) a point of order that four former members not on the current active roll of the congregation should be seated as active members and allowed to participate in the meeting. The Moderator explained that the roll of members, prior to the dissolution of the Session, had not been kept in good order, and that members of the church were not being received or removed according to the Book of Order. Because of this, the Administrative Commission, following criteria established by the Leadership Team, had established (in November) a list of 43 active members as of October 21st. Additionally, two other members were added in December because they met the criteria established. This list has been published in the church prior to the meeting, with the understanding that all further new members would need to be received in accordance with the Book of Order by the Session (or, for now, the Administrative Commission, exercising the duties of the Session). Therefore, no new members could be added at this Congregational Meeting, and the Moderator ruled the point of order not well taken (without using those words).

There was a motion to adopt the agenda. It was seconded and approved by a 17-12 vote by a show of hands.

5. Ruling Elder Harold Frye reported on the work of the Administrative Commission. The Administrative Commission and the Leadership Team have met a total of 18 times. The Administrative Commission is committed to reconciliation and resolution and has been focused on the Church's By-Laws, job descriptions, performance assessment processes and the 2018 Budget. The Book of Order has served as the guide for the AC. The Administrative Commission has received and discussed emails from members of the Korean Church. It is clear that you love your Church. The Administrative Commission continually prays for the Korean Church and for God's healing spirit.
6. Rev. Barb Sherer presented the Terms of Call for the Rev. John Junhyoung Kim as pastor, effective January 1, 2018 as recommended by the Administrative Commission.

Salary	\$19,000
Housing	\$21,600
Vacation	4 weeks
Study Leave	2 weeks
Board of Pensions Dues	\$15,872

It was noted that members of the Leadership Team met with outside church financial advisers in the preparation of the draft budget. It was further noted that the Terms of Call show the pastor's salary set at the Presbytery Minimum, although the approved budget cannot currently support those terms for the full year, and changes in the pastor's status will be addressed at a later time. Following questions, the Moderator entertained a motion that the terms of call be approved as presented. The motion received a second. Following additional discussion, the moderator determined that the congregation was ready to vote by written ballot. The Moderator appointed Kyung Sook Lee, Amy Choe and Pan Joe Jeong as tellers. The Pastor's Terms of Call were approved by a 19-16 vote.

7. Rev. Sherer presented the 2018 Budget as proposed by the Leadership Team and approved by the Administrative Commission. The Administrative Commission sees 2018 as a transition year working to support budget and programs without using savings. The 2018 budget includes \$20,000 from the Savings Account. The majority of the 2018 budget is similar to the 2017 budget. It was noted again that the church cannot currently support a Full-time pastor for 2018 without using more of the church's savings and it may be necessary to transition to a part-time pastoral position. The other change in the 2018 Budget is in Shared Mission with the Presbytery. Special offerings will be approved by the Administrative Commission until a new session is elected.
8. A motion was made and seconded to adjourn the Congregational Meeting. Rev Ellison concluded the meeting speaking to the members as a pastor. He noted the congregation of Korean United is very divided. These divisions did not begin when Pastor Kim came. Sometimes it is very hard to live together as Christians;

he encouraged members to love each other and reach out to someone with whom you disagree with a hand shake or a hug. The Administrative Committee will continue to pray for Korean United and requests prayers for their work. Rev. Ellison closed the meeting with prayer.

Respectfully submitted,
Elizabeth McKell

We continue to be blessed by the opportunity to serve in this way, and ask for your continued prayers.

Rev. Brian Ellison, Moderator; Rev. Heidi Peterson, Clerk
Elder Harold Frye, Rev. Ron Galvin, Elder William Geary, Rev. Jason Ku, Elder Elizabeth McKell, Rev. Heidi Peterson, Elder Vera Phillips, Rev. Barbara Sherer, Rev. Dwight Tawney