

**SUNDAY, NOVEMBER 1, 2020
CONGREGATIONAL MEETING**

On Sunday, November 1, 2020, immediately following the 11:00 a.m. worship service, a meeting of the Congregation was held in the Nave. Due to ongoing developments with the Coronavirus pandemic, members attended worship services and the meeting both in-person and via livestreaming. With the required quorum certified as present, the Moderator, Dr. Lancaster, called the Meeting to order at 11:53 a.m., and opened with prayer.

This Congregational meeting was duly called and announced by the Session for the purposes of hearing and acting upon the final report of the Pastor Nominating Committee and to elect Rev. Dr. Joleen Forest as Senior Pastor/Head of Staff and to conduct the annual election of elders and deacons for the classes of 2023, members of the Endowment Committee, and members of the Congregational Committee on Church Nominations. Pittsburgh Presbytery's Stated Clerk, Carla Campbell, was also in attendance to assist with voting online utilizing an online voting application called Mentimeter.

Election of elders, deacons, members of the Congregational Committee on Church Nominations and members of the Endowment Committee

The Moderator and Elder Wagner presented slates of nominees to the congregation. The Moderator inquired if there were additional nominations from the floor. No nominations were received.

Nominations were closed following motions duly made, seconded and approved by the Congregation. There being no nominations from the floor, the congregation, voting both in-person by written ballot and online by Mentimeter, to appoint the following individuals to serve as set forth below.

ELDER

Class of 2023

Nicole Baculik
Megan Exley
Jay Galbreath
Bill Ludwig
Andrew Marsh
Allison McGee
Denise Rost
Steve Schmitt
Karen Williams

DEACONS

Class of 2023

Stacy Chambers
Pat Cover
Sue Davis
Jerome Ecklin

Melissa Galbraith
 James Roberts
 Lindsay Senge
 Flo Van Cara Sheap
 Doug Shuck
 Susan Van Cleve

Class of 2021 (Youth)

Jake Howard
 Jane Lahniche

ENDOWMENT AND SPECIAL GIFTS

Class of 2023

Ken Rapko
 Linda Serene

**2021 CONGREGATIONAL COMMITTEE
 ON CHURCH NOMINATIONS (at-large members)**

Maureen Ludwig
 Susan Molli
 Tom Page
 Kris Overstreet
 Josh Shanholtzer
 Mary Schmitt

The Congregation thanked the 2020 Committee on Church Nominations and Personnel Commission for its work.

Election of Senior Pastor/Head of Staff.

This Congregational meeting was duly called and announced by the Session for the purpose of hearing and acting upon the final report of the Pastor Nominating Committee and to elect Rev. Dr. Joleen Forest as Senior Pastor/Head of Staff.

The Moderator introduced the members of the Pastor Nominating Committee to the congregation and thanked them for their dedicated service.

Chairman Paul Conley delivered the report of the Pastor Nominating Committee and introduced Rev. Dr. Forest to the congregation. Rev. Dr. Forest then exited the Sanctuary and Chairman Conley presented the Terms of Call to the congregation.

A motion to elect Rev. Dr. Joleen Forest to the position of Senior Pastor/Head of Staff of Westminster Presbyterian Church under the Terms of Call identified in Addendum 1 to these minutes was received and seconded. Following a period of discussion, the election progressed with physical ballots for those in attendance in the sanctuary and through Mentimeter, a secure

online voting tool recommended by Pittsburgh Presbytery for those at home. The vote was tallied and verified, and the Moderator announced to the congregation that: Westminster Presbyterian Church elects Rev. Dr. Joleen Forest to serve as Senior Pastor/Head of Staff effective January 1, 2021, and that the congregation of Westminster Presbyterian Church asks Pittsburgh Presbytery to concur in the call.

The Moderator then asked for and received a motion from the floor that the Pastor Nominating Committee be dismissed from its duties with the congregation's sincere appreciation for a job well done. The motion was seconded and approved.

There being no further business, the meeting was adjourned by Dr. Lancaster with prayer at 12:43 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H. Brian Peck". The signature is written in a cursive style with a large, prominent "H" and "P".

H. Brian Peck
Clerk of Session

Addendum 1 – Terms of Call

Approved: November 16, 2020

Pastoral Call Form
For Pastor, Co-Pastor, or Associate Pastor
Pittsburgh Presbytery, PC(USA)

The Westminster Presbyterian Church (USA), PIN # 8236 of Pittsburgh, PA belonging to Pittsburgh Presbytery, being well satisfied with your qualification for ministry and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly calls you, Joleen Forrest to undertake the office of Senior Pastor in this congregation, beginning January 1, 2021 promising you in the discharge of your duty all proper support, encouragement, and allegiance in the Lord. That you may be free to devote full-time to the ministry of the Word among us, we promise and obligate ourselves to pay you the sum of \$125,000 a year in regular monthly payments as allocated below:

Salary _____ AND

*Housing Allowance _____ OR [] Use of the Manse

**Housing allowance is taxable for PA personal income tax and most municipalities' earned income tax.*

We will pay regularly in advance to the Board of Pensions a sum equal to that requisite percent of your salary which may be fixed by the General Assembly of the Presbyterian Church (USA) for participation in its pension plan, during the time of your being and continuing in the pastoral relationship set forth in this call to this church. We further promise and obligate ourselves to review with you annually the adequacy of this compensation.

Further, we promise to provide you the following:

Medical Deductible Reimbursement 2% of effective salary

Study Leave Allowance	\$	2,000.00
Social Security Offset	\$	9,125.00
Expense Allowance	\$	3,500.00
Automobile/Travel Allowance	\$	2,000.00
Moving Costs	\$	FULL
Temporary Housing	\$	
Other (Specify) Board of Pensions	\$	46,000.00
Medical	\$33,500	
Pension	\$10,625	
Death and Disability	\$1,250	
Temporary Disability	\$625	

Vacation of 4 weeks (28 days including 4 Sundays)
Study Leave of 14 days including 2 Sundays

In addition we promise to provide:

Sabbatical Leave as highlighted here:

- 1) The length of the sabbatical shall be eight weeks and is in addition to the normal annual vacation and study leave.
- 2) The eighth year of service for each called pastor will become the first year of the accumulation of time for that pastor's next sabbatical.
- 3) Pastors will not have any pastoral duties or activities during the sabbatical.
- 4) Salary and benefits will be continued without degradation during the sabbatical.
- 5) Unless otherwise agreed by Session, pastors will serve the church for at least one year following the completion of a sabbatical.
- 6) By the end of the year in which the sabbatical is taken an appropriate article for *The Spire* will be provided and at least one sermon relating to the sabbatical will be delivered.
- 7) An agreed-upon stipend will be provided separate from annual church budget funds to help cover the pastor's costs related to the sabbatical.
- 8) In the event an output of the sabbatical results in income (e.g., book royalties), the pastor shall receive it free of claim by the church.

The above outlines the highlights of the offer. The complete policy can be found in the document titled: "Westminster Presbyterian Church Personnel Sabbatical Policy", dated November 04, 2010.

Should Presbytery raise the minimum compensation so that it exceeds the terms of this Call, the terms of this Call will be increased immediately to the new minimum compensation standard.