

# **HANDBOOK OF REPORTS**

**for the**

**173<sup>rd</sup> STATED MEETING**

**of the**

**SHENANDOAH PRESBYTERY**

**Saturday, February 11, 2017**

**9:30 a.m.**

**Place:**

**Meredith Chapel  
Sunnyside Retirement Community  
Harrisonburg, Virginia**

**Shenandoah Presbytery is a covenant body where:**

- ~congregations are empowered to be centers for mission,**
- ~people of God are equipped to be Disciples of Christ in a  
challenging world,**
- ~church professionals are nurtured and strengthened for  
service,**
- ~open communication and information are used constructively  
and creatively to keep us connected.**

MEMO TO: Pastors and Commissioners to Presbytery  
FROM: Kerry Foster, Stated Clerk  
RE: FEBRUARY 11 MEETING OF PRESBYTERY

The Presbytery of Shenandoah will meet in stated session in Meredith Chapel at Sunnyside Retirement Community in Harrisonburg, Virginia, on Saturday, February 11, 2017.

**CHILDCARE** for childcare, please contact the Kim Stroue (540.433.2556) no later than **February 8**.

**LUNCH** can be purchased before the convening hour of 9:30 a.m. for the price of \$10.

#### **HANDBOOK**

The Handbook contains essential information for advanced study to enable Presbytery to make informed and prompt decisions. Please be sure all voting members of Presbytery receive a copy. They include all pastors and elected commissioners.

#### **DIRECTIONS**

3935 Sunnyside Dr, Harrisonburg VA 22801

#### ***From Interstate 81***

Take I-81 to exit 247A (towards Elkton), merging onto 33E. Go approximately 2.5 miles and turn right onto Massanetta Springs Road. Go approximately 1 mile and turn left onto Sunnyside Drive. On the left, you will see a green awning that says “Corson Lobby”. This is where you register.

**INFORMATION PERTAINING TO MEETINGS OF PRESBYTERY**  
**Per Presbytery Manual Chapter V**

**Number of Meetings** – Our *Book of Order* (G-3.0304) requires presbytery to hold stated meetings at least twice each year. At this time, there will be four STATED meetings for 2017: February 11, May 9, August 26, and November 14.

**Kind of Meetings** – Besides stated meetings there are adjourned meetings and special meetings.

**Adjourned Meetings** – Held to conclude unfinished business of preceding stated meeting. New Business may be placed on docket.

**Special Meetings** – The moderator shall call a special meeting at the request of, or with the concurrence of, two ministers and two elders being of different churches. Should the moderator be unable to act, the stated clerk shall, under the same conditions, issue the call. If both moderator and stated clerk are unable to act, any three ministers and three elders, the elders being of different churches, may call a special meeting. The Synod may direct the Presbytery to convene a special meeting for the transaction of designated business. Notice of a special meeting shall be sent not less than ten (10) days in advance to each minister and to the session of every church. The notice shall set out the purpose of the meeting and no other business than that listed in the notice shall be transacted.

**Who Determines Type of Meetings?** – The presbytery itself. If the business at a stated meeting is not completed in the time allowed on the docket, then the presbytery votes to extend the time on that day or votes to schedule an adjourned meeting later. Special meetings may be called in conformity with presbytery's policy, expressed in its manual.

**Docket Preparation** – The Presbytery Meeting Planning Committee composes the docket. Time periods for committee reports are arranged in consultation with chairs and others responsible for reports.

**Docket Problems** – The times listed for the presentation of reports are only general orders, and not orders of the day, unless specifically noted (see Procedural Rule A). Frequently, debate bogs down over procedural matters, and controversial issues create considerable discussion. Presbytery can always limit debate. Candidates and transferring ministers of necessity may require special considerations for their examinations because of such things as travel schedules and seminary schedules. The docket may be amended at any time during the meeting. Commissioners should be aware of possible extension of time needed for such amendments and the possible delay in adjournment.

## PROCEDURAL RULES

### 5.5. OPERATING PROCEDURES

- 5.5.1. The Presbytery shall in its proceedings abide by the requirements of the Constitution of the Presbyterian Church (U.S.A.), its Standing Rules or Manual of Operations, and Robert's Rules of Order (newly revised) in this order. A list of procedural rules adopted by Presbytery shall be printed on the inside cover of each handbook.
- 5.5.2. A report of any agency of Presbytery requiring more than 10 minutes of Presbytery time may be made an Order of the Day.
- 5.5.3. Reports having been mailed out in advance, the committee chairperson ~~will~~ shall not read the report except to make reference to a few highlights of the report and to recommendations by numbers, moving their adoption.
  - A. Any reports not included in the Handbook shall be submitted as part of a Supplemental Report available either electronically or on paper distributed prior to the beginning of the Presbytery meeting at which the report is presented.
  - B. Any report not so circulated shall not be received by the Presbytery except by approval of the governing body by a two-thirds vote of those present and voting. If a group wishes to submit such a report, a person shall summarize its content and purpose before the vote is taken.
- 5.5.4. On matters where there may be deep concern, possible controversy or lack of information, the committee making the report shall provide critical background information, so that the governing body may expeditiously make wise and considered decisions.
- 5.5.5. Debate shall be free and open, with equal time being given to proponents and opponents insofar as possible.
- 5.5.6. Any member of the governing body desiring to speak must stand, identify themselves by name and congregation, be recognized by the Moderator, and go to a microphone if available.
- 5.5.7. A member of the presbytery may speak twice on any particular motion, and not for more than a total of five minutes, but the second time may only be granted after all who have not yet spoken have had an opportunity to do so. The maker of the motion is entitled to speak first, if desired.
- 5.5.8. Lengthy motions must be written out and presented to the Stated Clerk.
- 5.5.9. References to the following procedures from Robert's Rules of Order may prove useful:
  - A. A committee recommendation does not require a second to be on the floor.
  - B. Other motions require a second prior to discussion or action.
  - C. When there is no apparent disagreement or objection to a motion, the Moderator may declare it is adopted by common or general consent.
- 5.5.10. No flash photography will be allowed during the worship service at meetings of Presbytery.
- 5.5.11. When Presbytery meets in a location where seating is limited, priority shall be given to voting members for seating within the meeting area. If it is necessary to use other rooms for overflow seating, visitors and other non-voting members shall use these areas.
- 5.5.12. QUORUM:  
A quorum of the Presbytery shall be any ten teaching elders and ten ruling elders from at least ten different congregations. (G-3.0304).

*Seeking to be Faithful Together:*

**Guidelines for Presbyterians During Times of Disagreement**

In a spirit of trust and love, we promise we will . . .

<p><b>Give them a hearing . . . listen before we answer</b> <i>John 7:51 and Proverbs 18:13</i></p>	<ol style="list-style-type: none"> <li>1. <b>Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus the Christ;</b> <ul style="list-style-type: none"> <li>· we will keep our conversations and communications open for candid and forthright exchange,</li> <li>· we will not ask questions or make statements in a way which will intimidate or judge others.</li> </ul> </li> <li>2. <b>Learn about various positions on the topic of disagreement.</b></li> <li>3. <b>State what we think we heard and ask for clarification before responding, in an effort to be sure we understand each other.</b></li> </ol>
<p><b>Speak the truth in love</b> <i>Ephesians 4:15</i></p>	<ol style="list-style-type: none"> <li>4. <b>Share our concerns directly with individuals or groups with whom we have disagreements in a spirit of love and respect in keeping with Jesus' teaching.</b></li> <li>5. <b>Focus on ideas and suggestions instead of questioning people's motives, intelligence or integrity;</b> <ul style="list-style-type: none"> <li>· we will not engage in name-calling or labeling of others prior to, during, or following the discussion.</li> </ul> </li> <li>6. <b>Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.</b></li> </ol>
<p><b>Maintain the unity of the spirit in the bond of peace</b> <i>Ephesians 4:3</i></p>	<ol style="list-style-type: none"> <li>7. <b>Indicate where we agree with those of other viewpoints as well as where we disagree.</b></li> <li>8. <b>Seek to stay in community with each other though the discussion may be vigorous and full of tension;</b> <ul style="list-style-type: none"> <li>· we will be ready to forgive and be forgiven.</li> </ul> </li> <li>9. <b>Follow these additional Guidelines when we meet in decision-making bodies:</b> <ul style="list-style-type: none"> <li>· urge persons of various points of view to speak and promise to listen to these positions seriously;</li> <li>· seek conclusions informed by our points of agreement;</li> <li>· be sensitive to the feelings and concerns of those who do not agree with the majority and respect their rights of conscience;</li> <li>· abide by the decision of the majority, and if we disagree with it and wish to change it, work for that change in ways which are consistent with the Guidelines.</li> </ul> </li> <li>10. <b>Include our disagreements in our prayers, not praying for the triumph of our viewpoints, but seeking God's grace to listen attentively, to speak clearly, and to remain open to the vision God holds for us all.</b></li> </ol>

## ANNOUNCEMENTS

### VOTING MEMBERS OF SHENANDOAH PRESBYTERY

All ministers enrolled in Shenandoah Presbytery

Ruling elders commissioned to churches

Ruling elders from each church session

0-400 members = 1 ruling elder

401-800 members = 2 ruling elders

801-1200 members = 3 ruling elders

1201+ = 4 ruling elders

Ruling Elders who serve in the following capacities shall be enrolled as members of Presbytery for the term of their service:

- moderator or vice moderator of Presbytery
- chair or vice chair of Coordinating and Planning Commission
  - chair of a committee
- exempt employees of the Presbytery (on at least a half-time basis)
- Commissioned Ruling Elders providing particular pastoral services, as authorized by presbytery
- Certified Christian Educators who are serving in an educational ministry under the jurisdiction of the presbytery

Such service does not count towards the number of ruling elders a congregation is entitled to send.

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### ACRONYMS YOU MAY HEAR AT THE MEETING

AC – Administrative Commission	EPC – Evangelical Presbyterian Church
ARE – Authorized Ruling Elder	GA – General Assembly
CCR– Committee on Congregational Redevelopment	IC – Investigating Committee
CER - Committee on Educational Resources	KCC – Key Church Communicator
CIT – Churches in Transition	LRT – Listening Response Team
CMO – Committee on Mission & Outreach	MIF – Ministry Information Form
CNCD–Committee on New Congregational Development	PAM – Presbyterian Association of Musicians
CPA – Committee on Presbytery Administration	PCA – Presbyterian Church in America
CPC – Coordinating and Planning Commission	PCUS – Presbyterian Church in the United States
CPM – Committee on Preparation for Ministry	PCUSA – Presbyterian Church (U.S.A.)
CPT – Committee on Pastoral Transition	PDA – Presbyterian Disaster Assistance
CRE – Commissioned Ruling Elder	PIF – Pastor Information Form
CRM – Committee on Relational Ministry	PJC – Permanent Judicial Commission
DRT – Disaster Response Team	PNC – Pastor Nominating Committee
ECO – A Covenant Order of Evangelical Presbyterians	RE - Ruling Elder
EECMY - Ethiopian Evangelical Church Mekane Yesus	SPYCE – Shenandoah Presbytery Youth Council Extraordinaire
	TE – Teaching Elder
	TPR – Temporary Pastor Relationship

## DOCKET

(Members of Presbytery are urged to be registered and seated by 9:30a.m. If not yet registered, please do so right after worship)

- 8:30 a.m. REGISTRATION BEGINS
- 9:00 a.m. NEW RULING ELDER TRAINING
- 9:30 a.m. Call to Order, Opening Prayer, and Worship
- 10:15 a.m. Determining a Quorum  
Procedural Rules  
Welcome and Introduction of Guests  
First time commissioners  
Seating corresponding members  
Appointments by the Moderator  
Correction and Approval of Minutes  
New Business  
Adoption of the Docket  
Report of the Stated Clerk  
Report of the Transitional Presbyter  
Welcome from Sunnyside Retirement Community
- 10:50 a.m. Committee on Preparation for Ministry – RE Mary Lou McMillin, Chair
- 11:10 a.m. Committee on Relational Ministry – TE John Leggett, Chair
- 11:30 a.m. ORDER OF THE DAY  
Vera White, Coordinator for the 1001 New Worshipping Communities
- 12:30 p.m. ORDER OF THE DAY – Lunch
- 1:30 p.m. Intercessory Prayers and Necrology Reading
- 1:45 a.m. Committee on Mission and Outreach – RE Doug Sensabaugh, Chair
- 2:00 p.m. Committee on Nominations – RE Mary Lou Cox, Chair
- 2:05 p.m. Committee on Presbytery Administration – RE Greg Trobaugh, Chair
- 2:20 p.m. Coordinating and Planning Commission – TE John Cushwa, Chair
- 2:30 p.m. Committee on Educational Resources – TE Punker Robertson, Chair
- 2:40 p.m. Committee on New Congregational Development – TE Rachel Crumley, Chair
- 2:45 p.m. Anticipated Adjournment

## STATED CLERK REPORT

### I. FOR INFORMATION:

- A. PJC Reserve List. The roster of former members of the Permanent Judicial Commission (PJC) who may be called when necessary to constitute a quorum (see Book of Order D-5.0206b):
- Class of 2015: Ed Brown (RE), Ann Massie (RE)
  - Class of 2013: Phil Sommer (TE)
  - Class of 2011: Randy Bryant (RE), William R. Kuykendall (RE)
- B. Dates for the meetings of Shenandoah Presbytery for 2017:
- Tuesday, May 9, 2017: Mt. Olive Church, Hinton, Virginia
  - Saturday, August 26, 2017: Mt. Horeb Church, Grottoes, Virginia.
  - Tuesday, November 14, 2017: Your church name here\*  
*\*seeking host congregation*
- C. Updates from Administrative Committees:
- Kearneysville AC: Exploring land grant document presently for guidance on property matters of the congregation.
  - Windy Cove AC: AC and negotiation team meeting to determine dismissal package to bring before presbytery.
  - Warm Springs AC: Seeking mediation with congregation with outside resources.
- D. Received the final report of the Buckton Presbyterian Church Administrative Commission. (see page 12)
- E. Received the final report of the Buffalo Gap Presbyterian Church Administrative Commission. (see pages 13-14)
- F. In fulfillment of the requirement of the MANUAL 5.3.2.4.F.1., the Stated Clerk presents the list of ruling elders of the churches of the Presbytery who died in 2016. The information listed depends on reports from clerks of session of the churches:

Augusta Stone	Joseph Greene
Ben Salem	Joseph Robert Holland
Berkeley Springs	Ruth Julien
Berryville	George Grove
	Charles Grubbs
Bethany	Virginia Hylton
Bethesda	Judy Bare
Beulah	Sidney Lowry, Jr.
Bridgewater	Lowell Lytton Holmes
Broadway	Leslie Sebers
	Maxine Wenger
Collierstown	Charles Clinton Leech
	Imogene Dunlap Rhodenizer
Cooks Creek	Betty Blue Miller
Covenant	Griffin Bonham
	Wayne Davis
	John Zinn
Elkton	Lillian Rupie Nicholson
Fairfield	Ruth Brown
Falling Waters	Waneda Bowers
	Paula Tobin
Front Royal	Charles Fristoe
Goshen	Laurence Brunson
Hebron	Giles Trimble
	Elva Tuttle
Hermitage	Allen Dale Glover
Highland Memorial	James Guthrie Anderson



Lexington	Sidney Mathias Baxter Coulling, III James Addison Jones, III John Brooke Swink, Jr.
Loch Willow Martinsburg First	Mary Overcash Lambert Anna Johnson Chester Martin
Massanutten	Charles Hall Ann Oldman Lloyd Ritchie J. B. Watlington
Mt. Horeb	Charles Faresh Botkin Catherine Smiley Click
New Monmouth New Providence	Garrett Moore Katherine Ashby Mary Coyner Patterson Isaac Kenneth Wolfe
Opequon	Roy Bayliss George Tubbs
Oxford Piedmont	Paul Stockton Fleming Mary Brandlen Michael Niland
Romney	John David Mason Barbara Shields Pancake
Shepherdstown Staunton Third Sunnyside Timber Ridge Tuscarora Union Warrenton Waynesboro First	Jim Price Garrett Van Metre Edward Charles Cox Robert Kemp Edward Frye Charles Clayton Berry Festus James Charles Johnson, Jr. Joseph Byron Yount
Wardensville Westminster	Elda Hahn Charles Whitney Caulkins, Jr. Joseph Alfred Schlick Mosby Clark Toms
Woodstock Zetta	Stanley Price Robert Rexrode

Martha Phifer, wife of Homer C. Phifer, Jr., former Executive of Shenandoah Presbytery

Teaching Elders that died in 2016 are:

Bonnie Habbersett  
Phillips Carr  
Otis Fisher  
John "Sam" Hayter  
Harry Johns  
Whit Kennedy  
Karen Long

II. RECOMMENDATIONS:

- A. That Presbytery excuse from attendance from all or part of this stated meeting those ministers who submit such a request.
- B. That Presbytery receive the financial summary for the year ending December 31, 2016 as found on pages 6-11.

- C. The Stated Clerk received the report from the Administrative Commission for Buckton Presbyterian Church. As shown in the final report, Buckton Presbyterian Church shall remain a congregation of the PCUSA and the Shenandoah Presbytery. The AC, following the “Policy for Discernment toward Reconciliation or Gracious Separation” completed their task, and now request to be formally dismissed by the Presbytery and thanked for their completing their task as outlined in our policy and the Book of Order.

Following this action, the Stated Clerk requests that Buckton Presbyterian Church be thanked for their hard work as well, and that their sister congregations will be asked to continue praying for them.

- D. The Stated Clerk received the report from the Administrative Commission for Buffalo Gap Presbyterian Church. As shown in the final report, Buffalo Gap Presbyterian Church shall remain a congregation of the PCUSA and the Shenandoah Presbytery The AC, following the “Policy for Discernment toward Reconciliation or Gracious Separation” completed their task, and now request to be formally dismissed by the Presbytery and thanked for their completing their task as outlined in our policy and the Book of Order.
- E. The Presbytery agree to be a sponsor for a synod grant that for a new conference at Massanetta Springs. TE Sorge Wing as spokesperson for this committee forwarded the request and application to CPC, which asked the Stated Clerk to bring this request before the body for its vote. CPC encourages a positive vote. The conference is called “Called Together: A Retreat for Married Couples in Professional Ministry.” (see pages 15-16)
- F. It is the policy of Shenandoah Presbytery to allow resident retired minister members who for good reason decide that they will not be participating in the Presbytery’s voting for the year to remove themselves from the need to attend and the need to be counted in the Stated Clerk’s recommendation for balancing minister/elder voting.

While the Presbytery strongly encourages participation in the full life of the Presbytery, the following have by signed request asked to be automatically excused from Presbytery meetings for the year 2017 indicating they will not be voting and will be “inactive participants” for Presbytery business: (If you are a resident retired minister member of Presbytery and did NOT sign such a form for 2017, you are counted and expected to attend Presbytery.)

Ralph Bucy	Steve Cathcart	William Cox
Richard Dietrich	Merle Fisher	Richard Forbes
John Garrison	Randy Harrison	Bart Hellmuth
Robert Hill	Larry Miles	Thomas Rhyne
Richard Slider	Jack Wilkers	

- G. Membership and Attendance Balance. Each year the Stated Clerk is required to recommend to Presbytery a way of balancing the representation of ruling elders and ministers (Manual 7.2.2.C). The following is the analysis for 2017 (for ministers as of 12/31/16 and church membership as of 12/31/15).

**TEACHING ELDERS:**  
 Total Enrollment of Teaching Elders, 12/31/2016..... 159

**Active Participants**  
 Installed Pastors, Associate Pastors, Temporary Supplies ..... 57  
 Serving in other validated ministries..... 4  
 Members at Large ..... 16  
 Resident Honorably Retired Active ..... 42  
**Total Active Participants**..... 119

**Non-participants for 2017**  
 Honorably Retired requesting to be inactive ..... 14  
 Honorably Retired living outside the bounds of presbytery ..... 24  
 Pending Immediate Transfer ..... 2

<b>Total Non-Participants .....</b>	<b>40</b>
<b>TOTAL TEACHING ELDERS PARTICIPATION .....</b>	<b>119</b>
<b>RULING ELDERS:</b>	
Ninety-seven (97) congregations send one ruling elder .....	97
Six congregations send two ruling elders: Covenant, Lexington, Massanutten, Opequon, Tinkling Spring, Warrenton .....	12
One congregation send three ruling elders: Winchester 1st .....	3
Commissioned Ruling Elders for Particular Pastoral Services .....	11
Presbytery staff .....	0
Ruling elders serving on Coordinating and Planning .....	5
<b>TOTAL POTENTIAL RULING ELDERS PARTICIPATION .....</b>	<b>128</b>

*CONCLUSION: No imbalance (ruling elders exceed teaching elders) exists for 2017.*

	2014	2016				2016	per
	MEM	ACTUAL	2016	PAYMENT	2016	%	MEMBER BY
CHURCH	BERS	ASKING	ACCEPT	FREQUENCY	ACTUAL	Paid	ACCEPTANCE
Augusta Stone	204	\$8,727.12	\$8,282.00	monthly	\$8,282.00	100%	\$40.60
Ben Salem	30	\$1,450.05	\$1,450.05	annually	\$1,450.05	100%	\$48.34
Berkeley Springs	76	\$3,496.00	\$3,000.00	quarterly	\$3,000.00	100%	\$39.47
Berryville	140	\$7,700.00	\$8,000.00	monthly	\$8,000.00	100%	\$57.14
Bethany	100	\$4,278.00	\$2,600.00	quarterly	\$2,500.00	96%	\$26.00
Bethel	216	\$9,240.48	\$4,500.00	quarterly	\$5,400.00	120%	\$20.83
Bethesda	174	\$7,500.00	\$7,500.00	quarterly	\$7,500.00	100%	\$43.10
Beulah	44	\$1,882.32	\$850.00	monthly	\$0.00	0%	\$19.32
Bloomery	50	\$2,139.00	\$2,139.00	monthly	\$2,139.00	100%	\$42.78
Bridgewater	104	\$4,449.12	\$1,500.00	monthly	\$1,750.00	117%	\$14.42
Broadway	57	\$2,893.00	\$2,893.00	quarterly	\$2,893.00	100%	\$50.75
Buckton	91	\$3,892.98	\$0.00	zero		#DIV/0!	\$0.00
Buena Vista	104	\$6,240.00	\$6,240.00	monthly	\$6,240.00	100%	\$60.00
Buffalo Gap	13	\$556.14	\$400.00	annually	\$400.00	100%	\$30.77
Bunker Hill	138	\$5,903.64	\$5,903.64	quarterly	\$5,903.64	100%	\$42.78
Burlington	28	\$1,206.98	\$1,206.98	annually	\$1,206.98	100%	\$43.11
Burnt	58	\$2,481.24	\$1,200.00	monthly	\$600.00	50%	\$20.69
Charles Town	289	\$12,363.42	\$8,000.00	monthly	\$8,000.00	100%	\$27.68
Circleville	52	\$2,224.56	\$2,000.00	annually	\$2,000.00	100%	\$38.46
Clear Brook	19	\$812.82	\$812.12	annually	\$812.82	100%	\$42.74
Collierstown	124	\$5,500.00	\$2,000.00	annually	\$2,000.00	100%	\$16.13
Cooks Creek	216	\$14,000.00	\$14,000.00	monthly	\$14,000.04	100%	\$64.81
Covenant	463	\$27,150.00	\$27,150.00	monthly	\$27,150.00	100%	\$58.64
Craigsville	16	\$707.54	\$707.54	annually	\$700.00	99%	\$44.22
Elk Branch	26	\$1,112.28	\$1,112.28	annually	\$1,112.28	100%	\$42.78
Elkton	86	\$3,679.08	\$3,400.00	monthly	\$3,400.00	100%	\$39.53
Fairfield	34	\$1,454.52	\$1,454.52	monthly	\$1,454.45	100%	\$42.78
Falling Waters	148	\$6,331.44	\$6,331.44	monthly	\$6,331.44	100%	\$42.78
Finley Memorial	126	\$5,390.28	\$500.00	monthly	\$663.61	133%	\$3.97
Franklin	88	\$5,243.00	\$5,243.00	monthly	\$5,243.00	100%	\$59.58
Front Royal	146	\$12,000.00	\$12,000.00	quarterly	\$12,000.00	100%	\$82.19
Gerrardstown	52	\$3,922.00	\$3,922.00	annually	\$3,922.00	100%	\$75.42
Glen Kirk	22	\$941.16	\$780.00	monthly	\$780.00	100%	\$35.45
Goshen	34	\$1,454.52	\$650.00	quarterly	\$650.00	100%	\$19.12
Halltown	14	\$700.00	\$700.00	annually	\$700.00	100%	\$50.00
Harrisonburg First			\$24,800.00	quarterly	\$24,800.00	100%	
Hebron	163	\$6,973.14	\$4,500.00	quarterly	\$4,500.00	100%	\$27.61
Hedgesville	41	\$2,126.00	\$2,126.00	monthly	\$2,125.00	100%	\$51.85
Hermitage	108	\$6,466.40	\$4,278.00	quarterly	\$2,716.53	64%	\$39.61
Highland Memorial	87	\$3,721.86	\$3,721.86	quarterly	\$3,621.00	97%	\$42.78

	2014	2016				2016	per
	MEM	ACTUAL	2016	payment	2016	%	member by
CHURCH	BERS	ASKING	ACCEPT	frequency	ACTUAL	Paid	acceptance
Hot Springs	48	\$2,053.44	\$1,200.00	annually	\$1,100.00	92%	\$25.00
Immanuel	22	\$1,200.00	\$1,225.00	annually	\$1,225.00	100%	\$55.68
Ivanhoe	31	\$1,658.00	\$1,400.00	quarterly	\$1,400.00	100%	\$45.16
Kearneysville	20					#DIV/0!	\$0.00
Keyser	146	\$6,245.88	\$2,000.00	quarterly	\$3,114.04	156%	\$13.70
Lexington	548	\$28,200.00	\$28,200.00	monthly	\$30,550.00	108%	\$51.46
Little Falls	54	\$2,310.12	\$1,900.00	monthly	\$1,920.00	101%	\$35.19
Loch Willow	124	\$5,304.72	\$5,300.00	quarterly	\$5,300.00	100%	\$42.74
Martinsburg First	112	\$4,791.36	\$0.00	zero		#DIV/0!	\$0.00
Massanutten	526	\$22,502.28	\$22,502.28	monthly	\$22,502.28	100%	\$42.78
McCutchen	20	\$855.60	\$285.00	annually	\$285.00	100%	\$14.25
McDowell	67	\$2,866.26	\$2,700.00	monthly	\$2,475.00	92%	\$40.30
Middletown/Cedar Creek	20	\$1,165.36	\$855.60	monthly	\$856.00	100%	\$42.78
Millboro	43	\$2,112.93	\$1,056.50	quarterly	\$1,056.52	100%	\$24.57
Monterey	58	\$3,500.00	\$2,352.90	monthly	\$2,350.00	100%	\$40.57
Moorefield	179	\$7,657.62	\$7,657.62	monthly	\$7,019.54	92%	\$42.78
Mossy Creek	168	\$7,187.04	\$5,731.08	quarterly	\$5,731.08	100%	\$34.11
Mt. Carmel	115	\$4,919.70	\$3,000.00	monthly	\$4,003.00	133%	\$26.09
Mt. Hope	20	\$855.60	\$500.00	annually	\$500.00	100%	\$25.00
Mt. Horeb	148	\$7,500.00	\$7,500.00	quarterly	\$7,500.00	100%	\$50.68
Mt. Joy	19	\$812.82	\$812.82	annually	\$812.82	100%	\$42.78
Mt. Olive	97	\$4,149.66	\$200.00	annually	\$200.00	100%	\$2.06
Mt. Storm	29	\$1,500.00	\$1,500.00	quarterly	\$1,500.00	100%	\$51.72
New Monmouth	111	\$6,430.00	\$6,430.00	quarterly	\$6,430.00	100%	\$57.93
New Providence	182	\$7,785.96	\$1,500.00	quarterly	\$1,500.00	100%	\$8.24
Nineveh	44	\$2,000.00	\$1,500.00	monthly	\$1,500.00	100%	\$34.09
Olivet	156	\$6,673.68	\$1,200.00	annually	\$1,352.52	113%	\$7.69
Opequon	468	\$31,000.00	\$26,000.00	monthly	\$30,999.95	119%	\$55.56
Oxford	165	\$7,058.70	\$7,058.70	monthly	\$7,058.76	100%	\$42.78
Petersburg	157	\$6,716.46	\$6,716.46	monthly	\$7,269.21	108%	\$42.78
Piedmont	48	\$5,340.00	\$5,400.00	monthly	\$5,400.00	100%	\$112.50
Pines Chapel	90	\$5,180.00	\$5,180.00	monthly	\$5,180.00	100%	\$57.56
Pisgah	13	\$625.00	\$600.00	annually	\$350.00	58%	\$46.15
Rocky Spring	14	\$598.92	\$600.00	monthly	\$600.00	100%	\$42.86
Romney	104	\$4,500.00	\$2,000.00	quarterly	\$2,000.00	100%	\$19.23
Ruddle	30	\$1,283.40	\$828.60	annually	\$828.60	100%	\$27.62
Second Opequon	54	\$2,310.12	\$2,000.00	annually	\$2,166.67	108%	\$37.04
Seneca Rocks	30	\$1,661.00	\$1,661.00	quarterly	\$1,661.00	100%	\$55.37
Shepherdstown	314	\$14,000.00	\$14,000.00	quarterly	\$14,500.00	104%	\$44.59
Sherando	109	\$4,663.02	\$4,663.02		\$4,663.02	100%	\$42.78
Slanesville	23	\$983.94	\$645.00	monthly	\$645.00	100%	\$28.04

	2014	2016				2016	per
CHURCH	MEMBERS	ACTUAL ASKING	2016 ACCEPT	payment frequency	2016 ACTUAL	% Paid	member by acceptance
Smyrna	109	\$4,800.00	\$4,800.00	quarterly	\$4,800.00	100%	\$44.04
Springfield	22	\$1,000.00	\$1,000.00	quarterly	\$1,000.00	100%	\$45.45
Staunton First	313	\$13,390.14	\$5,347.50	monthly	\$5,347.50	100%	\$17.08
Staunton Second	114	\$4,876.92	\$2,000.00	monthly	\$1,833.33	92%	\$17.54
Staunton Third	135	\$5,775.30	\$3,000.00	monthly	\$3,000.00	100%	\$22.22
Strasburg	184	\$7,871.52	\$0.00	zero			\$0.00
Sunnyside	65	\$3,247.00	\$2,780.70	annually	\$2,916.00	105%	\$42.78
Tabler	28	\$1,290.22	\$1,290.22	monthly	\$1,290.24	100%	\$46.08
Timber Ridge	150	\$10,011.00	\$10,011.00	monthly	\$10,011.00	100%	\$66.74
Tinkling Spring	658	\$28,149.24	\$7,000.00	quarterly	\$6,999.96	100%	\$10.64
Tomahawk	41	\$1,753.98	\$1,753.98	quarterly	\$1,800.73	103%	\$42.78
Trinity	164	\$17,612.00	\$17,612.00	monthly	\$17,612.00	100%	\$107.39
Tuscarora	151	\$6,722.00	\$6,722.00	quarterly	\$6,722.00	100%	\$44.52
Union	28	\$1,300.00	\$1,300.00	annually	\$1,300.00	100%	\$46.43
Wardensville	22	\$941.16	\$941.16	monthly	\$2,500.00	266%	\$42.78
Warm Springs	69						\$0.00
Warrenton	492	\$22,516.42	\$21,048.00	monthly	\$21,048.00	100%	\$42.78
Waynesboro First	156	\$7,043.10	\$7,043.10	quarterly	\$7,043.10	100%	\$45.15
Waynesboro Second	98	\$5,000.00	\$5,000.00	quarterly	\$5,000.00	100%	\$51.02
Westminster	311	\$13,304.58	\$5,000.00	monthly	\$5,000.00	100%	\$16.08
Williamsville	22	\$941.16	\$400.00	annually	\$400.00	100%	\$18.18
Winchester First	950	\$45,978.00	\$45,978.00	monthly	\$45,978.00	100%	\$48.40
Windy Cove	112	\$4,791.36	\$3,000.00	monthly	\$2,500.00	83%	\$26.79
Woodstock	223	\$9,539.94	\$9,539.94	monthly	\$9,540.00	100%	\$42.78
Zetta	26	\$1,112.28	\$500.00	quarterly	\$500.04	100%	\$19.23
<b>TOTALS</b>	13,350	\$645,436.00	\$ 536,782.61		\$ 545,593.75		

1/25/2017

(1) Total asking for churches (2) Total amount of returned acceptances

97% of churches returned acceptance letter

102% of acceptances have been collected as of 1/25/17

Presbytery of Shenandoah  
Resource and Spending Budget vs Actual  
With Restricted Net Assets

December 31, 2016

	Actual Twelve Months Ending December 31, 2016	2016 Twelve Month Budget	Remaining Budgeted Funds	Percentage Used
<b>Resources Provided by:</b>				
Acceptances from Congregations	545,594	568,564	22,970	
Grants from GA & Synod	3,000	3,000	-	
Total	548,594	571,564	22,970	
<b>Resources Used for:</b>				
Congregational Redevelopment CCR	536	9,550	9,014	6%
Educational Resources CER	5,182	6,550	1,368	79%
Mission and Outreach CMO	9,701	12,575	2,874	77%
<b>Presbytery Administration CPA</b>				
GA - Per Capita	100,250	100,250	-	100%
Synod - Per Capita	11,264	11,264	-	100%
GA - Shared Mission Support	4,000	4,000	-	100%
Synod - Shared Mission Support	200	200	-	100%
Occupancy	32,456	38,950	6,494	83%
Office Expense - (Including Postage, Telephone, Supplies, Equipment, Audit)	27,790	28,750	960	97%
Presbytery	4,770	4,250	(520)	112%
Personnel Expenses - Salaries, Benefits, Travel & Cont Ed	297,143	345,000	47,857	86%
CPA Total	477,872	532,664	54,791	
Pastoral Transition CPT	5,448	8,000	2,552	68%
Preparation for Ministry CPM	90	1,500	1,410	6%
Relational Ministry CRM		3,275	3,275	0%
TOTAL PAYMENTS	498,829	574,114	75,284	87%
DIFFERENCE - TO OR (FROM) RESERVES	49,764	(2,550)	(52,314)	
	95%	collected towards total current 2016 budget		

Restricted Net Assets as of 12/31/16

<b>Cmte on New Church Development</b>	
H'burg 1st to NewChurch Develop	127,072.34
New Church Development	127,012.63
<b>Total Cmte on New Church Development</b>	<b>254,084.97</b>
<b>Cmte on Educational Resources</b>	
CER Discretionary	4,814.71
Brown & Hogshead	657.22
Blue Funds	7,925.38
<b>Camp Paddy Run</b>	
CPR Trust Fund	842.00
Funds for the Future	1,247.64
Timbering Project CPR	4,268.67
<b>Total Camp Paddy Run</b>	<b>6,358.31</b>
Thomas & Martha Grafton	324.99
Harry S McClung	729.36
Peacemaking % Retained	10,526.86
Women's Spirituality (Peggy Rob	4,965.71
Youth Council - SPYCE	4,434.14
<b>Total Cmte on Educational Resources</b>	<b>40,736.68</b>
<b>Cmte on Mission &amp; Outreach</b>	
<b>Volunteer Farm Grant</b>	
Emergency Grant Fund for Food P	3,005.59
Volunteer Farm hunger funds	26,359.06
<b>Total Volunteer Farm Grant</b>	<b>29,364.65</b>
<b>Living Waters Team</b>	
ShenPres Team Work	205.00
Water Projects-Peacemaking Fund	8.91
Water Projects - Undesignated	26,246.44
EI AyalEscuelaOficialRuralMixta	52.75
WP-ComalapaEscuelaTecnicoChixot	278.52
WP-Guat.SantiagoAtitlan,Iglesia	286.00
El Sinaca IglesiaAsambleaDeDios	1,650.49
<b>Total Living Waters Team</b>	<b>28,728.11</b>
<b>Mission Communities</b>	
Baja Mission Trip - HAMC	
Baja Mission Trip	1,958.88
Sterrett Memorial Fund	894.65
<b>Total Baja Mission Trip - HAMC</b>	<b>2,853.53</b>
Covenant Shower Trailer - DRT	76.10
MVMC Shower Trailer	1,957.17
PHMC Hunger Action Team	572.69
<b>Total Mission Communities</b>	<b>5,459.49</b>
<b>Partnership Committee</b>	
Algae Bible School	850.00
Kindergarten @ Kolokoma	5,000.00



ESL - Project Funds	7,164.08
Ethiopian Banquet	467.25
Gambella Girls	583.00
iCARE Gore Home	
iCARE Discretionary	2,331.35
iCARE - Sponsorships	5,154.80
Wakjira Haile Scholarship	296.60
Total iCARE Gore Home	7,782.75
Lydia Center	1,499.21
Partnership Discretionary	6,007.09
Travel to Ethiopia	1,556.43
Total Partnership Committee	30,909.81
Bernice Hiatt Fund	1,855.17
Moffett Grant	12,067.00
PCUSA Ethiopian Network	1,969.10
Ramsey fund	4,308.55
Hunger	
Hunger Funds	25,366.32
Ethiopian Famine Relief	1,517.66
Total Hunger	26,883.98
Total Cmte on Mission & Outreach	141,545.86
Cmte on Pastoral Transition	
Ministry-SenecaRock/Circleville	51,358.66
McClung - CAT WALK training	3,388.16
Total Cmte on Pastoral Transition	54,746.82
Cmte on Prep for Ministry	
CPM Discretionary	152.00
Total Cmte on Prep for Ministry	152.00
Cmte on Presbytery Administrati	
Continuing Education	
Con't Ed - SS 2016	431.27
Con't Ed - SC 2016	250.00
Total Continuing Education	681.27
G.P. Discretionary Acct	7,424.76
H'burg 1st to Budget	29,898.25
Legal Fees	26,689.94
Vehicle Expenses	2,448.88
Total Cmte on Presbytery Administrati	67,143.10
Cmte on Relational Ministry	
Rehoboth / Ramkey (Ann Ross)	1,003.76
CRE/ARE Con't Ed Event	1,060.77
CRE/ARE Training Program	5,519.59
CRM Discretionary	9,055.73
Strong Ministers' Program	68,954.11
Total Cmte on Relational Ministry	85,593.96
<b>TOTAL</b>	<b>644,003.39</b>

## FINAL REPORT OF THE ADMINISTRATIVE COMMISSION BUCKTON PRESBYTERIAN CHURCH

The Listening Response Team for Buckton Church was appointed an Administrative Commission on May 10, 2016. The AC members are: TEs Lisa Wilson (chair), Maren Sonstegard-Spray; REs Donna Lanaghan, Eric Hulett, Adrian Burt. (Maren Sonstegard-Spray stepped down in June due to Sabbatical. TE Joan Wilson was appointed to serve.)

The AC met with the session and Commissioned Ruling Elder James Boyette on June 7 to apprise them of presbytery's decision to appoint the former LRT as an AC and to negotiate next steps in the AC process. At this meeting, all session members present and CRE Boyette renounced jurisdiction. One session member not present later renounced jurisdiction, as well. The AC became the session, having been granted original jurisdiction by the Committee on Relational Ministry on May 19.

Listed below are presenting issues that needed to be resolved, and since have been.

- Deeds of Trust for church and property (including manse) have been located and placed in the bank safe deposit box.
- July 1: Jean Steidel began serving as CRE, having been commissioned by Committee on Relational Ministry.
- July 3 congregational meeting: session size was reduced from 12 to 6, thus more in line with the congregation's size; quorum for congregational meeting was set at eight members.
- A "Celebration of New Life" worship service was held on August 7. Many thanks to the presbytery for enthusiastic support and attendance.
- A Nominating Committee was elected by the congregation on July 3. On August 21, the following nominees were elected to serve: Class of 2017 – Ed Clark, Gary Eaton; Class of 2018 – Josh Logan, Lisa Schlosser; Class of 2019 – Doug Dicks, Scott Schlosser. The elders elect attended two subsequent session meetings and were trained using the PCUSA material *Being Reformed: Faith Seeking Understanding, Workbooks One and Two*. The elders elect also attended the presbytery's Big Event in September, all taking classes with Dr. Roy Martin on Presbyterian Polity. Training continues to take place during each session meeting. The elders elect were examined on November 20 and installed during worship on December 11.
- RE Doug Dicks was elected clerk of session, commencing January 2017; Debby Seekford and RE Josh Logan were elected co-treasurers, commencing January 2017.
- The 2017 operating budget was prepared and approved by the session. For the first time in many years, the session has included the Presbytery of Shenandoah's Shared Mission Support in its budget.
- Financial discrepancies with the Board of Pensions in regard to James Boyette were finally settled in December, 2016.
- The new session has agreed with the AC that a Holy Cow *Conversation* will be a good "next step" for the congregation as it considers opportunities for mission and ministry in the coming years.

The Administrative Commission extends appreciation to the presbytery for its trust as we have attempted to serve Buckton Church with integrity and peace. Special thanks to Roy Martin, Kerry Foster, Kim Stroupe, and John Peterson for their assistance. Our belief is that Buckton Church is in excellent hands with CRE Jean Steidel, and we give thanks to God for her ministry with that congregation.

Our work being accomplished, we respectfully request dismissal from service.  
The Buckton AC

## **FINAL REPORT OF THE ADMINISTRATIVE COMMISSION BUFFALO GAP PRESBYTERIAN CHURCH**

Members of the Commission: John McDonald – Interim Teaching Elder, Buena Vista Presbyterian Church, Jonathan Ytterrock, Teaching Elder, Mt. Horeb Presbyterian Church, Judy Hensley, Certified Ruling Elder, Union Presbyterian Church, and Joyce Tipton, Ruling Elder, First Presbyterian Church Waynesboro.

### **Recommendation**

The Administrative Commission for the Buffalo Gap Presbyterian church after meeting with the Session of the church for the past 10 months recommends that they not be dismissed to the Evangelical Covenant Order of Presbyterians and reports that the church wishes to remain within Shenandoah Presbytery.

### **Brief History of the process**

As an LRT, we met several times during the months of March – May with the Session to get to know the Session and hear their concerns. They had issue with several decisions made by the PCUSA, but other issues were identified that mainly revolved around their not feeling fully supported by the Presbytery.

During this time the LRT held a meeting of the congregation to hear any other concerns that other members of the church wanted to voice. Several people were concerned about whether or not ECO would be able to fully support the church and keep it together. The LRT said we would follow up with our Stated Clerk and try to ascertain what kind of pastoral support ECO would be able to provide the church. We then tried to make contact with the remaining members of the congregation whom we had not met. We tried to make contact either by phone or in person and were able to contact all but one member.

A straw poll of the congregation was taken in June. The question put to the congregation members was, “Should the Buffalo Gap Presbyterian Church leave the PCUSA and unite with ECO.” The congregation voted 5 to leave 2 to stay and 1 abstention. Both the Session and the LRT still questioned whether ECO was ready to take such a small church into their denomination and we questioned what kind of pastoral leadership they were prepared to give Buffalo Gap church. The church met with representatives from the Spring Hill church to hear what their experience with ECO had been. Meanwhile the LRT with the help of Stated clerk, Kerry Foster tried to find out from the ECO leadership what kind of pastoral care would be offered to the church. The LRT was never satisfied with the answers they received and felt that ECO would not provide the badly needed pastoral leadership for the Buffalo Gap church.

The LRT met with and received advice from the Committee on Relational Ministries voicing their reservations. They also continued to meet with the Session of Buffalo Gap and sensed that the congregation was not fully satisfied with the answers they had received from the meeting with ECO. Another Straw poll of the congregation was taken and this time the vote was 6 to leave and 6 to stay.

After this vote the CRM recommended to the Coordinating and Planning Commission that the LRT be named as an Administrative Commission with original jurisdiction. The CPC acted on that recommendation at the end of September. The now Administrative Commission met in late October with the Session to explain the Presbytery’s action and discuss a resolution to the matter. The AC stated to the Session that we did not feel comfortable recommending the dismissal of the church due to the fact that half the congregation wanted to stay within the PCUSA, and that ECO did not seem prepared to deal with a congregation the size of Buffalo Gap. We felt that Shenandoah Presbytery could offer more pastoral support which we perceived as the biggest concern of the majority of the congregation.

The clerk of the Session and one other Session member could not in good conscience agree with this decision and resigned from the Session and subsequently moved their membership to the Spring Hill Church. The Session thanked them for their service and regretfully accepted their resignation. The other members of the church agreed with the AC opinion.

With the help of Committee on Pastoral Transitions the Session and the AC explored the possibility of sharing pastoral leadership with the Craigsville church. Gwen Carr who has been serving the Craigsville church as student pastor for some time entered into discussion with the AC and the Session about the possibility of serving as the pastor of Buffalo Gap as well as Craigsville. Gwen will soon be ordained as a member-at-large of the presbytery and after negotiations with both churches it has been agreed in principle that she will, with the permission of Presbytery and the finalization of negotiations, serve both churches on a part time basis not to exceed 25 hours.

We the AC want to thank the good people and Session of the Buffalo Gap for their prayers and for their full cooperation during this time of discernment. The AC therefore recommends the Presbytery dismiss us and celebrate with Craigsville, Buffalo Gap and Gwen as they begin a new chapter in their ministries.

Respectfully submitted

John L. McDonald, Chair of the Administrative Commission for the Buffalo Gap Presbyterian Church



# Initiative Proposal & Request for Action

Synod of the Mid-Atlantic Presbytery Initiative Committee

*(Must be filed no later than March 1 or September 1)*

*(Must be filled in completely)*

## I. Definition of Presbytery Initiatives:

Two or more Presbyteries or a Caucus may request that the Synod provide some or all of the resources to carry out a program or mission initiative.

## II. Function of Presbytery Initiative Committee in response:

When two or more Presbyteries or a Caucus request action by Synod Assembly, the Presbytery Initiative Committee (PIC) shall determine the funding available to carry out the initiative from its Presbytery Initiative Budget. It shall notify the requesting Presbyteries or Caucus and agree with them on the timing and completion of the initiative.

## III. Background and Contact Information

1. Date of Application 1/16/2017
2. Name of Initiative / Ministry / Organization:  
"Called Together: A Retreat for Married Couples In Professional Ministry"
3. Name and title of liaison or contact: Rev. Clayton Rascoe, Executive Director, Massanetta Springs Camp and Conference Center
4. Address: 712 Massanetta Springs Road Harrisonburg, VA, 22801
5. Phone number(s): 540-434-3829\_ email: [claytonr@massanettasprings.org](mailto:claytonr@massanettasprings.org)
6. a. Sponsoring Presbytery: \_\_\_\_\_
  - Date of Presbytery Approval: \_\_\_\_\_
  - Presbytery Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_
- b. Co-Sponsoring Presbytery/s
  - Date of Presbytery Approval: \_\_\_\_\_
  - Presbytery Contact: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

## IV. Program or Mission Initiative (Must be provided by all applicants).

1. In an attachment please:
  - a. Describe the program, issue, need, or mission concern which will be addressed by this initiative.  
Mainline protestant denominations are seeing an increase of couples who are called to ministry and marriage together. Whether they served the same church, or are in different ministry settings, clergy couples (and other couples who are both engaged in professional ministry) face unique challenges. Research data on clergy couples is sparse, but as of 2012, 12% of PC(USA) clergy surveyed by the Presbyterian Panel indicated they were part of a clergy couple. While more recent data has not been gathered it is likely that number has only increased. While the number of clergy couples is growing, very few resources to support them exist. Called Together: A Retreat for Married Couples in Professional Ministry will concentrate on the "Three R's" of this unique group. Relationships, Resources, and Renewal. (See item "d." for goals for each.)
  - b. Identify the name(s) of the committee, agency, or presbytery network that will have oversight of this initiative.

Massanetta Springs, a camp and conference center in covenant relationship with the Synod of the Mid-Atlantic is bringing together the support of the sponsoring presbyteries to launch “Called Together.” The Planning Team, led by the Executive Director (who is half of a clergy couple with Rev. Kate Rascoe), is soliciting input from clergy couples from around the Synod to provide a meaningful opportunity for all participants. The sponsoring presbyteries have agreed to promote the event to the ministry couples within their presbyteries. While a few presbyteries are official sponsors, we will promote this opportunity throughout the Synod of the Mid-Atlantic.

- c. Explain how this initiative necessitates the combined resources and energy of two or more Presbyteries and the Synod (or a Caucus and the Synod) and how this initiative will “enable a more efficient and effective accomplishment of the need.”

While clergy couples are a growing population in our Synod and beyond, we are a small enough body that bringing together the efforts of multiple presbyteries will make Called Together more successful by allowing a larger community of ministry couples to participate.

- d. List and describe the goals, objectives, and expected outcome of the mission or program being proposed.

Relationships – Intentional time to strengthen the relationship of the couple/family; as well as time to build relationships with other ministry couples who understand the unique challenges/successes of being called together.

Resources – The planning team is recruiting leadership to equip participants for ministry when they return to their ministry settings. Participants will specifically work on a project that will help them after they leave the Called Together retreat.

Renewal – Our chaplain couple will lead worship opportunities and spiritual exercises for participants to renew their spirits while attending the retreat, and to be equipped for ongoing renewal afterward.

- e. Provide the expected completion date.  
The Called Together Retreat will take place August 7-10, 2017.
- f. In order to be eligible for future funding, by the completion of the first year of the award, it is necessary to provide the Presbytery Initiatives Committee with a written progress report sharing the joys, results, and lessons learned.

We will be happy to provide a full summary of the retreat after it occurs in August.

- g. List other funding sources.  
Most of the funding will come from the participants themselves. We have also applying for a grant from another agency to fund the supplies for the children’s program at Called Together. In order to keep the costs affordable, and to provide top notch leadership, we are requesting assistance through this Presbytery Initiative Grant Application.

**V. *Presbytery Initiative Funding Requested (Must be provided by all applicants)***

1. In the space below (or on an attachment) please identify the year of your funding request, the amount, and a brief explanation as to how the funds are to be applied.

Year Funding Request: 2017 Amount: \$2,500.

## COMMITTEE ON PREPARATION FOR MINISTRY (CPM)

**Actions:** On behalf of Shenandoah Presbytery, the following actions have been taken by CPM:

- Conducted 'Examination for Ordination of a Candidate for Teaching Elder' with Gwen Carr, Tinkling Spring Presbyterian Church and sustained her exam for Ordination as a Teaching Elder. (See pages 18-19 for bio and faith statement)
- Approved the following Commission for Ordination of Gwen Carr – March 12, 2017 at 3:00 P.M. at Craigsville Presbyterian Church:

Teaching Elders

Don Allen  
Reed Hopkins  
Olivia Haney  
Ann Barner  
Helen Robertson  
Roy Martin

Ruling Elders

Kate Lewis Brown, Presbytery Moderator  
Harriet Thompson, Tinkling Spring Church  
Harvey Sprouse, Craigsville Church  
Debbie Henkle, Buffalo Gap

In addition, Presbytery is requested to invite Mac and Ellen Beard, ruling elders of Tinkling Spring Church, to sit with the commission.

Convener – Kate Lewis Brown

Preside and Propound Questions to TE and Laying on Hands – Kate Lewis Brown

Sermon – Reed Hopkins

Charge Congregations – Olivia Haney

Charge Teaching Elder – Don Allen

- Interviewed Mark Dewey, First Presbyterian Church Winchester and enrolled him as an Inquirer. Bill Lawrence was appointed Session Liaison and Susanne Taylor CPM Liaison.

### For Information:

➤ **Updates from our Inquirers/Candidates:**

- **Inquirer Mark Dewey** has completed his first semester at Chicago Theological Seminary. He is taking three courses in the Spring semester. Mark also serves as a staff person for Winchester Area Temporary Thermal Shelter (WATTS).
- **Inquirer Emily Peterson** is serving as Program Coordinator for Columbia Seminary's Advanced Professional Studies Program.
- **Inquirer Molly Morris** is in her second year at San Francisco Theological Seminary. She is taking four courses in the Spring Semester.
- **Candidate Jacob Kave** is in his last semester at Eastern Mennonite Seminary. He is serving as the student Chaplain at Hargrave Military Academy. . The final formation course at EMS is centered on a capstone project. His capstone project is determining the most effective practices and personal characteristics for a chaplain working in a pluralistic social environment, but not through a pluralistic theological view.
- **Candidate Tom Forbes** graduated from Dubuque Seminary in December. His PIF is circulating.

Please continue to keep each of our Inquirers and Candidates in your prayers as they continue through the process and serve the church in myriad ways.

- **CPM's regularly scheduled meetings** will be on the third Wednesday of each month with the exception of July, August, and December. 10:00 AM at the Presbytery Office.

## Biographical Sketch

Gwen Carr

I began my theological training at Eastern Mennonite Seminary, Harrisonburg VA in August 2011. The call to seminary was tugging at me for more than a decade and has been nurtured and forming for much of my lifetime. I was born in New York to Ellen McCormick Beard and Clarence Malcolm Beard. My parents were charter members of Trinity Presbyterian Church in Harrisonburg where I grew up. It was during these years at Trinity Presbyterian Church that the seeds of my faith took root, were watered and nurtured, challenged and pruned. The experience of working side by side in missions with members of the congregation shaped my faith and future ministry call. I was ordained an elder while at Trinity Presbyterian Church on September 11, 1977. I also served as an elder at Finley Memorial Presbyterian Church and was ordained a deacon at Tinkling Spring Presbyterian Church in January 2010.

I began my higher education at Blue Ridge Community College graduating with an AAS in Accounting and many classes in early childhood development / education. I later graduated from Mary Baldwin College with a BA in History. My professional career has focused on children's ministry from directing and teaching preschool at Tinkling Spring to classroom teaching at Ridgeview Christian School. In addition I served as Christian Educator at Loch Willow Presbyterian Church, Old Presbyterian Meeting House and Meadows Presbyterian Church. Additional professional experiences include Weekday Religious Education teaching and curriculum writing for PCUSA We Believe Curriculum. I have served Massanetta Springs Conference Center in many ways.

In addition to serving as a candidate at Craigsville Presbyterian Church, I am excited to be in ministry with individuals with intellectual disabilities as Coordinator for Shenandoah Valley Faith and Light North – a monthly worship experience. I participate in the Precious Jewels Club – a monthly day club for individuals with intellectual disabilities. I also serve on the board for Still Meadows Enrichment Center and Camp.

I am the mother of two children - Jeffery Wayne Carr pastor at Bridgewater Church of the Brethren and Margaret Beth Carr an intellectually disabled young adult living at home. Jeffery and his wife Wendy are the parents of my two grandsons Gabe and Nate. I enjoy spending time with family, working in my flower garden and working with my dogs, Beagan and Macie (who is in training for therapy dog work). I am looking forward to learning to play my dulcimer and enjoy making greeting cards with a group of friends.

## Statement of Faith

Gwen Carr

I believe in the one true living triune God, Father, Son and Holy Spirit who alone is to be worshipped and praised; who created all things seen and unseen. I believe God created humanity in God's own image and established God's covenant with humanity. Humanity fell into sin turning away from God and breaking the relationship. Humanity held no hope of reconciliation with God and no way to recover the relationship that God intended to have with God's creation without God's grace.

I believe in Jesus Christ, God's only begotten Son, fully divine and fully human who while we were yet sinners became our redeemer and Savior. Jesus Christ was born, healed, taught and cared for God's people, and showed humanity God's love and will for kingdom living. Jesus, who was without sin was tried, and was crucified taking on our punishment for the forgiveness of our sins so that right relationship with God could be restored. Jesus was buried and on the third day rose from the grave claiming victory over death for his chosen people.

I believe in the Holy Spirit. The Holy Spirit was sent to guide and comfort God's people. By the work of the Holy Spirit within our lives we are able to worship and serve God; to proclaim the good news of the Gospel and to live our lives in accordance with God's will. I believe that the Holy Spirit guides us in our understanding of and our living out the witness that is given in Scripture.



I believe in the Scripture, the authoritative Word of God, inspired by God and given to God's people. I believe that God continues to speak through Scripture. In Scripture, God reveals God's will for God's creation. God tells the story of God calling God's people, the nation of Israel, bringing them out of bondage, giving them the law, protecting and loving them. And, God continues God's covenant of Grace through Jesus Christ's life and redeeming act and through the Holy Spirit.

I believe in the sacraments of baptism and the Lords Supper. Through the work of the Holy Spirit, in the waters of baptism, I am claimed by God as God's own child. I believe in one baptism. I believe that whenever we participate in the Lord's Supper we remember and proclaim that Christ's body was broken and his blood was shed for the forgiveness of our sins until Christ comes again. I believe we stand with the Church universal in the presence of Christ as we celebrate the Lord's Supper.

I believe in the universal Church, the body of Christ, who proclaims the Good News of the Gospel, worships and serves God together, and seeks to foster unity, justice, peace and reconciliation in a hurting world. I believe that as a child of God within this community of the body, in response to God's love and grace I am to live a life of gratitude and, with the help of the Holy Spirit, in service to God; to faithfully proclaim the Good News of God's saving grace; to pray, to serve with imagination and through my serving to faithfully seek to work for unity, peace, justice, healing and reconciliation and to live out the message that God loves God's people everywhere.

## COMMITTEE ON RELATIONAL MINISTRY (CRM)

### I. FOR INFORMATION:

Received reports from periodic visits from the following churches:  
Loch Willow, Staunton Second, and Westminster

### II. ACTIONS TAKEN:

- A. Approved exempting the Nineveh and Springfield churches from the Book of Order G-2.0404 (terms of service for ruling elders and deacons) for its next class, at their request.
- B. Approved renewing the supply pastor contract between the Second Opequon Session and Teaching Elder Ronald Obenchain from September 1, 2016-August 31, 2017.
- C. Approved renewing the supply pastor contract between the Oxford Session and Honorably Retired Teaching Elder Horace Douty from January 1-December 31, 2017.
- D. Approved renewing the supply pastor contract between the Zetta Session and Teaching Elder Stan Farthing from January 1-December 31, 2017.
- E. Approved the parish associate contract between the Falling Waters Session and Honorably Retired Teaching Elder Carl Howard from January 1-December 31, 2017.
- F. Approved extending the commissioned ruling elder contract between the Hedgesville Session and CRE Debi Barnett from March 1-April 30, 2017.
- G. Approved renewing the temporary supply pastor contract between the Mt. Carmel Session and Teaching Elder Olivia Haney from January 1-December 31, 2017.
- H. Approved renewing the supply pastor contract between the Pines Chapel Session and Honorably Retired Teaching Elder Joe Condro from January 1-December 31, 2017.
- I. Approved renewing the supply pastor contract between the Williamsville Session and Teaching Elder Helen “Punker” Robertson from January 1-December 31, 2017.
- J. Approved renewing the commissioned ruling elder contract between the Slanesville Session and CRE Michele Elliott from January 1-December 31, 2017.
- K. Approved renewing the temporary supply contract between the Middletown Session and Teaching Elder Tim Arnold from February 1, 2017-January 31, 2018
- L. Transferred the membership of Honorably Retired John “Skip” Hastings to the Presbytery of the Peaks effective December 8, 2016.
- M. Transferred the membership of Teaching Elder Carl Pattison to the Presbytery of Northern New York effective January 12, 2017.
- N. Granted permission for Teaching Elder Patrick Pettit to labor outside the bounds of Shenandoah Presbytery to serve as interim at the McAllister Church in Peaks Presbytery.
- O. Granted original jurisdiction to the Warm Springs Administrative Commission and granted permission to spend monies in the Presbytery budget for an initial conversation with qualified legal counsel.
- P. Recommissioned Ruling Elder Judy Hensley to the Union Church through December 31, 2019.
- Q. Commissioned Ruling Elder Isca Mitchell to the Glen Kirk Church through December 31, 2017.

- R. Approved the request of the Trinity Session that the following retired teaching elders be allowed to preside over communion at the Trinity house churches for the remainder of 2017: Don Allen, Jim Atwood, Roxana Atwood, Homer Cornish, Jack Mathison, Bill Painter, Bill Caperton, Scott Crannell, Ann Held, Anne Ross, and Andy Sale per Book of Order W-2.4012c.

III. RECOMMENDATIONS:

- A. That when requested by a session and/or moderator of a session for any congregation within Shenandoah Presbytery, all teaching elders who are members in good standing of Shenandoah Presbytery are authorized to administer the Sacraments and install ruling elders and deacons.
- B. That Presbytery approve the revised Strong Minister's Program and application as found on pages 22-23.
- C. That Presbytery approve the retirement policy as found on page 24.
- D. That Presbytery grant the status of Honorably Retired to the Rev. George Evans effective February 27, 2017.

IV. COMMISSIONING AND RECOGNITIONS:

- A. CRE Deborah Barnett will be recommissioned by the Presbytery Moderator to the Hedgesville and Little Falls churches through April 30, 2017.
- B. TEs George Evans and Paul O'Gorek will be recognized upon their upcoming retirements.

## APPLICATION PERIOD FOR THE SPRING 2017 DISBURSEMENT

Until March 31, 2017

THIS IS A GRANT – NOT A LOAN!

### THE STRONG MINISTERS PROGRAM

Mission Statement: The mission of the Strong Ministers Program is to foster strong and enduring Ministries by supporting the Teaching Elders, Stated Supply Pastors, and Certified Christian Educators of Shenandoah Presbytery.

The Strong Ministers Program has limited funds available to assist Teaching Elders, Stated Supply Pastors, and Certified Christian Educators serving in Shenandoah Presbytery. You are encouraged to make application immediately for the next disbursement in Spring 2017. Please read the guidelines carefully and be prepared to participate in this program in a collegial spirit!

#### Guidelines

**BACKGROUND:** In 1948, the former Lexington Presbytery created a “Minister’s Revolving Loan Fund” for the purpose of providing low interest loans for Ministers purchasing homes (many for the first time) upon retirement. Over time, this fund has grown and gone through many changes. Most recently, it has been known as the “Minister’s Grant Fund”, and it has continued to provide assistance.

Where applicable, Teaching Elders, full-time Certified Christian Educators, and Stated Supplies who qualify and are residing in West Virginia are asked to please apply first to the West Virginia Fund for Ministers before applying for a grant from the Strong Ministers Program.

Please be aware that it may not be possible to meet all requests. This is a shared, limited resource. The Strong Ministers Program Committee welcomes your suggestions for improving the allocation of this resource.

Since resources contributed for, and distributed by the Strong Ministers Program are designated funds held by the Shenandoah Presbytery Corporation for the benefits of the program, it is the Strong Ministers Program’s understanding that awarded grants are distributed for restricted purposes. Should the purpose for which a grant is offered (e.g.in support of a ministerial sabbatical, continuing education, housing grant etc) cease to exist it is expected that the grant funds will be returned to the Strong Ministers Program account of Shenandoah Presbytery.

Who may apply? Installed Teaching Elders of Shenandoah Presbytery and Full-Time Certified Christian Educators, and Stated Supply Ministers who have served the same congregation(s) of Shenandoah Presbytery for 5 years or more, may apply for grant in any category. Retired Teaching Elders of Shenandoah Presbytery, who have served in Shenandoah Presbytery, may apply for assistance under the “Housing and Emergency Medical Expenses” portion of the Program.

**ASSISTANCE IS AVAILABLE IN THREE BROAD CATEGORIES I. Housing Assistance** A Grant of \$5,000 (Maximum) is a one-time grant. It is available to Teaching Elders, installed full-time or retired, and Full-Time Certified Christian Educators in good standing, and Stated Supply Pastors who have been under contract with the same congregation(s) within Shenandoah Presbytery for 5 years or more. If retired, the Teaching Elder must have served Shenandoah Presbytery in an installed capacity. This Grant is available at the time of a home purchase or mortgage refinancing within the bounds of Shenandoah Presbytery or upon the occasion of a move to a retirement facility within Shenandoah Presbytery. In the event that the number of requests exceeds the amount available in a given year, priority for distribution will be based on years of service within Shenandoah Presbytery will be used. Those who do not receive disbursements may make a similar request in subsequent application periods.

II. General Grants General Grants are available for members of Shenandoah Presbytery defined in the “Who May Apply” Section above. Ordinarily, one grant per category, will be awarded per fiscal year. Priority will be given to those who have drawn less frequently from the Program."

• **Emergency Medical Expenses:** Medical expenses not covered by the Board of Pensions. Up to \$3,000/year maximum

- Seminary or College Debt : Up to \$1,000/year maximum. Application may be made once each year until the debt is retired.
- Continuing Education Grants for Ministers: Up to \$3,000/year maximum each year. This grant is available after three full years of installed service or 5 years of stated supply contracted service in the same call within Shenandoah Presbytery.
- Sabbatical Support: Up to \$6000.00/sabbatical. This grant is available after each six (or more) years of active service in Shenandoah Presbytery.

An applicant must provide a detailed explanation of the intended use of this request, including an itemized estimate of all costs involved in the projected sabbatical. The applicant's Session or appropriate body must give their endorsement of this request. If the applicant is a Teaching Elder of a Parish, that Parish Council shall give it's endorsement of the Sabbatical Plans. If the applicant is a member of Presbytery Staff, the plan shall be submitted to the Committee on Presbytery Administration, and then recommended to the Coordinating and Planning Commission. This Grant is payable to the employing church or organization within Shenandoah Presbytery.

- College Grant Fund : Up to \$1,000/year per child or spouse. This is for children and/or spouse of those defined in the "Who May Apply" section. This is an annual grant for undergraduate degrees. This is not a need based grant. In the event of a large number of applications, grants will be awarded equally, not to exceed the annual tuition fees of the applicant.

### III. General Presbyter's Discretionary Fund for Ministers

The Strong Ministers Program will make provision for confidential assistance for purposes other than those already enumerated and for other emergencies through the General Presbyter's Discretionary Fund for Ministers. This portion of the Strong Ministers Fund will be funded from the investment proceeds from the sale of the "Sunrise Avenue" house in Harrisonburg. This fund will be allocated at the sole discretion of the General Presbyter.

Should you have a concern that needs to be considered confidentially, please contact the General Presbyter, for this assistance.

### OTHER INFORMATION

- \* Those Minister members who are part of a clergy-couple shall be treated as two separate and independent individuals.
- \* The Strong Ministers Program Review Committee will oversee the semi-annual distribution of Grants from the Strong Ministers Program. This committee will consist of seven members, of which five are to be Teaching Elders of Shenandoah Presbytery (three active and two retired) and two lay members. Further, at least one of the Minister members shall be a female Minister member of the Presbytery. This Committee will be created and maintained through the normal nominations process.
- \* This Program will be reviewed and modified as necessary, and the Committee will adopt criteria by which disbursements may be made. For reasons of confidentiality, final approval and determination of all disbursements and decisions regarding the Program will rest with the Committee, which shall be accountable to Presbytery Leadership Team and the Presbytery of Shenandoah, through the Funds Administration Committee.
- \* Please note that some Grants require the completion of a specified number of "years of service" to Shenandoah Presbytery.
- \* Strong Ministers Committee members include: Kevin Hand, Chair Olivia Haney, Secretary and Applications Betsy Hay, Tom Holden, David Howard, Nancy Whiteley

Applications will be available on line at [www.shenpres.org](http://www.shenpres.org) March 1-31 and September 1-30 every year.

Proposed Policy for Retirement Recognitions at Presbytery Meetings  
February 11, 2017

Basis:

The Committee on Relational Ministry (CRM) has a pastoral responsibility for its member ministers, especially in times of transition. At retirement, presbytery traditionally provides a brief time of recognition and celebration on its docket of business. The proposed policy strives to strike a balance between the celebration of each minister's ministry and stewardship of time on the docket.

Proposed Policy:

CRM will coordinate the elements of the service into its report to the Presbytery. Honorably retiring Teaching Elders will have the privilege of inviting a colleague or friend to speak briefly to their service to the church. The speaker shall be approved prior to the meeting and is to be limited to 5 minutes.

Note: We would ordinarily expect that a church or institution from which one is retiring would host another occasion when more lengthy toasts and remembrances would be appropriate where friends and members of Presbytery might be invited.

Note: Some members decline the speaker or cannot be present. In these cases the Presbytery will still act on the recommendation for honorable retirement.

## COMMITTEE ON MISSION AND OUTREACH (CMO)

### RECOMMENDATION:

That Presbytery approve the following Manual revisions:

#### 4.2.3. **Committee on Mission and Outreach (CMO)**

~~Purpose: To coordinate local, national, and international mission work through congregations and mission communities by providing information and resources and to oversee and coordinate presbytery wide mission work.~~ *Coordinate and oversee local, national, and international mission work through congregations and mission communities. CMO will provide information, resources, encouragement and support.*

##### 4.2.3.1. Membership:

~~Chair, Vice Chair, Ten Members at Large~~ *Chair, vice-chair and ten members-at-large to include representatives of all mission communities if possible. Includes persons interested in encouraging and supporting local and international mission activity among the presbytery's congregations and mission communities.*

##### 4.2.3.2. Responsibilities:

- ~~A. Receive and discuss reports regularly from all mission communities.~~
- ~~B. Communicate with congregations and mission communities regarding mission opportunities.~~
- ~~C. Oversee and staff and receive reports regularly from any presbytery wide mission endeavors.~~
- ~~D. Conduct mission oriented workshops and mission fairs regularly.~~
- ~~E. Inform congregations and mission communities of denominational mission opportunities.~~
- ~~F. Provide mission resource materials for congregations and mission communities.~~
- ~~G. Oversee and administer mission related funds of the presbytery.~~
- ~~H. Keep an accurate list of all mission activities involving congregations and mission communities.~~
- ~~I. Encourage and facilitate the creation of new mission communities around common missional interests.~~
- ~~J. Promote ecumenical partnerships in mission.~~

- A. Assist congregations and mission communities to develop local mission, sharing ways to tell and show the Good News of Jesus Christ in host communities.*
- B. Encourage focused short-term mission programs at national and international locations, such as the Summerlee and Baja mission trips.*
- C. Foster long-term partnerships such as the Ethiopia partnership and Living Waters for the World.*
- D. Develop and maintain support for denominational mission co-workers, and ecumenical and advocacy relationships.*
- E. Encourage and facilitate the creation of new mission communities around common missional interests.*
- F. Maintain an accurate list of all mission activities involving congregations and mission communities.*

##### 4.2.3.3. Accountability

*Facilitate a process for churches and mission communities to evaluate and report on their mission activities, realizing that both congregations and CMO are accountable to the presbytery.*

- A. Oversee and administer the mission-related funds of the presbytery.*
- B. Receive and share reports from any local and presbytery-wide mission endeavors.*

- C. *Set criteria for the use of designated funds such as the Ramsey Fund and the Bernice Hiatt Global Mission Fund (“Foreign Mission”), to support short-term international mission trips and activities by congregations, the Ethiopia Partnership, and Shenandoah Presbytery.*
- D. *Serve as the conscience of the presbytery by encouraging advocacy efforts on behalf of poverty alleviation, justice and compassion.*

4.2.3.4. Communications

*Inform, educate and communicate with congregations and mission communities regarding mission opportunities.*

- A. *Use presbytery forums, workshops, the website, and electronic messages to disseminate information and to educate members about successful mission work.*
- B. *Identify and promote opportunities for short-term mission in the presbytery and beyond.*
- C. *Inform and advise congregations and mission communities of denominational mission opportunities.*
- D. *Conduct mission-oriented workshops and mission fairs regularly to provide training in best practices.*
- E. *Use mission reports as a way to encourage congregations to engage in similar work in their own context.*

4.2.3.5. Support

*Provide support for congregations and mission communities who participate in, develop and implement local, national and international mission.*

- A. *Call for congregations to pray for and encourage each other in their mission work.*
- B. *Serve as a resource for guest speakers about good mission practice\* with local congregations and for presbytery events.*
- C. *Provide mission resource materials for congregations and mission communities.*
- D. *Identify models of good mission practice\* within the presbytery and connect others who are interested in similar missions.*
- E. *Maintain a list of and encourage congregations to pray for presbytery-sponsored Young Adult Volunteers and for all mission co-workers.*

*\* See the resource Seven Standards of Excellence in Short-term Mission.*



COMMITTEE ON PRESBYTERY ADMINISTRATION (CPA)

RECOMMENDATION:

Move to adopt the budget for 2017 as found on pages 28-29.

<b>BUDGET WORKSHEET - 2017</b>			
	2016	2016	2017
	BUDGET	BUDGET	BUDGET
		ACTUALS	WORKSHEET
<b>Resources Provided by:</b>			
HAE Grant from GA	\$ 3,000.00	\$ 3,000.00	
Acceptances from Congregations	\$ 568,563.67	\$ 545,593.75	\$ 531,960.00
<b>TOTAL</b>	\$ 571,563.67	\$ 548,593.75	\$ 531,960.00
<b>Resources Used for:</b>			
<b>Congregational Redevelopment CCR</b>			
Church Ministry Grants	\$ 5,950.00	\$ 84.21	
Funds for Conferences	\$ 3,600.00	\$ 452.28	
<b>Total CCR</b>	\$ 9,550.00	\$ 536.49	\$ 9,550.00
<b>Educational Resources CER</b>			
Communication Operating Expenses	\$ 100.00	\$ -	
Communication Conf/Training	\$ 950.00	\$ -	
Big Event	\$ 1,500.00	\$ 1,181.77	\$ 1,500.00
Adult Ministries	\$ 500.00	\$ 500.00	\$ 500.00
Massanetta Springs	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Presbyterian Campus Ministry	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
SPYCE - Youth Council			\$ 500.00
<b>Total CER</b>	\$ 6,550.00	\$ 5,181.77	\$ 6,000.00
<b>Mission &amp; Outreach CMO</b>			
Partnership			
IBS Evan & Dev Support	\$ 5,500.00	\$ 5,500.00	
BSCO Support	\$ 1,050.00	\$ 1,050.00	
Visits to & from Ethiopia	\$ 2,500.00	\$ 1,700.00	
ESL Program	\$ 950.00	\$ 950.00	
CMO Expenses	\$ 1,500.00	\$ -	
Disaster Response Team	\$ 575.00	\$ 200.88	
WWM Operating Expenses	\$ 200.00	\$ -	
WV Council of Churches	\$ 150.00	\$ 150.00	
VA Council of Churches	\$ 150.00	\$ 150.00	
<b>Total CMO</b>	\$ 12,575.00	\$ 9,700.88	\$ 12,575.00

	2016	2016	2017
	BUDGET	BUDGET	BUDGET
		ACTUALS	WORKSHEET
<b>Payments to Governing Bodies: 13,585 2015 Membership</b>			
GA - Per Capita (2017-\$7.50) (2018 - \$7.73)	\$ 100,249.60	\$ 100,249.60	\$ 101,887.50
Synod - Per Capita (2016 - .80) <b>\$.80 for 2017</b>	\$ 11,264.00	\$ 11,264.00	\$ 10,868.00
GA - Shared Mission Support	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Synod - Shared Mission Support	\$ 200.00	\$ 200.00	\$ 200.00
Total	\$ 115,713.60	\$ 115,713.60	\$ 116,955.50
<b>Presbytery Administration CPA</b>			
Occupancy:			
Contracted Office Cleaning	\$ 7,000.00	\$ 6,440.00	\$ 7,000.00
Utilities	\$ 12,000.00	\$ 7,341.70	\$ 12,000.00
Bldg & Grounds Maintenance	\$ 5,950.00	\$ 5,736.24	\$ 6,000.00
Insurance	\$ 14,000.00	\$ 12,938.00	\$ 14,000.00
Office Expense:			
Telephone	\$ 2,900.00	\$ 1,509.06	\$ -
Internet Service / Telephone	\$ 3,000.00	\$ 2,282.37	\$ 3,500.00
Postage	\$ 1,000.00	\$ 1,362.47	\$ 1,500.00
Supplies for Office	\$ 4,350.00	\$ 3,836.76	\$ 4,000.00
Equip Rental & Maintenance	\$ 11,000.00	\$ 10,962.68	\$ 13,000.00
Computer & Equip Purchases	\$ 5,000.00	\$ 6,159.17	\$ 4,000.00
Web-Site / Domain Expenses	\$ 1,500.00	\$ 1,677.61	\$ 1,500.00
Listening Team	\$ 2,000.00	\$ 187.06	\$ 2,000.00
Presbytery Meeting Expenses	\$ 1,500.00	\$ 3,352.81	\$ 2,000.00
CPA Expenses	\$ 250.00	\$ 207.80	\$ 250.00
Mileage Reimbursement	\$ 500.00	\$ 1,022.42	\$ 750.00
Personnel Costs	\$ 345,000.00	\$ 297,142.53	\$ 308,603.01
<b>Total CPA</b>	\$ 416,950.00	\$ 362,158.68	\$ 380,103.01
<b>Pastoral Transition</b>			
CPT Operating Expenses	\$ 1,000.00	\$ 148.60	\$ 1,000.00
Holy Cow Consulting	\$ 2,000.00	\$ 600.00	\$ 2,000.00
Holy Cow Training	\$ 5,000.00	\$ 4,699.45	\$ 3,000.00
<b>Total CPT</b>	\$ 8,000.00	\$ 5,448.05	\$ 6,000.00
<b>Preparation for Ministry</b>			
CPM Expenses and/or Grants	\$ 1,500.00	\$ 90.00	\$ -
<b>Total CPM</b>	\$ 1,500.00	\$ 90.00	\$ -
<b>Relational Ministry</b>			
CRM Operating Expenses	\$ 775.00	\$ -	\$ 775.00
Professional Development Grants	\$ 1,500.00	\$ -	\$ -
Holy Cow Training	\$ 1,000.00	\$ -	\$ -
<b>Total CRM</b>	\$ 3,275.00	\$ -	\$ 775.00
<b>Total Resources Used</b>	\$ 574,113.60	\$ 498,829.47	\$ 531,958.51
<b>DIFFERENCE - TO OR (FROM) PROVIDED RESOURCES</b>	\$ (2,549.93)	\$ 49,764.28	\$ 1.49

## COORDINATING AND PLANNING COMMISSION (CPC)

### I. FOR INFORMATION:

Since the November meeting of Presbytery, the CPC met on November 29 and January 24.

### II. ACTIONS TAKEN:

- A. Authorized Communion be served on July 10, 2017 during the Summerlee mission group to Fayette County, West Virginia.
- B. Approved the chair of the CPC capturing the minutes of CPC in highlight form and post them on the web site and within the newsletter.
- C. Approved the request on behalf of the Kearneysville Listening Response Team that the Coordinating and Planning Commission act on behalf of presbytery by approving the following to serve as the Kearneysville Administrative Commission: Ruling Elders Betsy Donohoe and Carl Moore and Teaching Elder Jonathan Bunker.
- D. Approved the following concerning the SPYCE event: given the fact that the coordinator position of the SPYCE event should be filled by a PCUSA person, ask that Punker Robertson (Chair of CER) communicate to Jenna Smith that she needs to decide whether she will move her membership to a church within Shenandoah Presbytery on or before the SPYCE event on March 3, or this will be the last Shenandoah Presbytery event she will coordinate.
- E. Granted an extension to the Committee on Educational Resources regarding their recommendations concerning Camp Paddy Run until the May meeting of Presbytery
- F. Accepted the invitation from the Mt. Horeb Church to host the August 26 meeting of Presbytery.
- G. Endorsed the request to co-sponsor a new conference at Massanetta Springs and ask that the Stated Clerk make this recommendation during his report at the February meeting of Presbytery.
- H. Approved that all meetings of presbytery begin at 9:30 a.m.

### III. RECOMMENDATION:

That the Presbytery Manual be revised by adding the following to section 4.2.11.1.:

*When the chair of a committee is unable to attend a meeting, the vice-chair shall attend in their place bringing reports, actions, and requests from that committee. The vice-chair will have voice and vote in the meeting of CPC. Further, should the chair of a committee be unable to attend a presbytery meeting, the vice-chair is charged to attend and bring the work of the committee in its fullness to the floor of presbytery, with both voice and vote.*

## COMMITTEE ON EDUCATIONAL RESOURCES (CER)

### Recommendation:

As a result of the Committee on Educational Resources' charge to determine the Presbytery's interest in several specific ministries and working from responses to a "Priority Survey" of congregational interests, the CER recommends:

- Continued support of SPYCE (Shenandoah Presbytery Youth Council Extraordinaire) and UKirk (collegiate ministries) and reach out to all youth ministry groups and colleges in the Shenandoah Presbytery who need funding and program support.

Oversight: Committee for Educational Resources – annual evaluation with committee members as liaisons working with SPYCE and UKirk leaders.

Funding: primary source would be earnings from the Blue Memorial Fund, restricted funds designated for "youth work" approved by the Committee for Educational Resources (funds held by Shenandoah Presbytery Corporation).

- Continue offering church camping, conference, and college scholarships to Shenandoah Presbytery eligible youth.

Oversight: Committee for Educational Resources – annual evaluation.

Funding: earnings from restricted funds designated for youth education approved by the Committee for Educational Resources (funds held by Shenandoah Presbytery Corporation).

REPORTS FOR INFORMATION ONLY

Committee on Pastoral Transition (CPT)

- I. Work has begun on a supply list policy.
- II. ACTIONS TAKEN:
- A. Approved the following to serve as liaisons:
- Karen Greenawalt – Bunker Hill Church
  - Karen Allamon – Cooks Creek Church
  - Joel Thornton – Romney Church
- B. Approved the following to serve as moderators:
- David Witt – Bloomery Church
  - Karen Greenawalt – Bunker Hill Church
  - Karen Allamon – Cooks Creek Church
  - Lisa Wilson – Keyser and Smyrna churches (for January)
- C. Approved Glenn Coleman serving as CAT consultant to the Cooks Creek Church
- D. Dissolved the pastoral relationship between Teaching Elder David Shearer and the Bethel Church effective September 25, 2016. (Congregational meeting was held September 25)
- E. Dissolved the pastoral relationship between Teaching Elder George Evans and the Cooks Creek Church effective February 28, 2017. (Congregational meeting was held November 13)
- F. Approved the following ministry information forms and authorized Kim Stroupe to input the data onto the Church Leadership Connection web site:
- Tinkling Spring interim
  - Covenant associate
- G. Approved the policy on background checks and recommended the document to the Coordinating and Planning Commission.
- H. Approved the CAT reports from the following churches and authorized the calling of congregational meetings to elect pastor nominating committees:
- New Providence Church
  - Front Royal Church
- I. Received a written and verbal report from Mossy Creek Church and authorized them to call a congregational meeting to increase the membership of their pastor nominating committee.
- J. Renewed the Examination Committee membership of Ruling Elder Mary Lou McMillin and Teaching Elder John Leggett, Class of 2018.
- K. Sustained the examination of Ruling Elder Isca Mitchell and found her suitable for the position of commissioned ruling elder at the Glen Kirk Church.
- L. Approved the commissioned ruling elder contract between the Glen Kirk Church Session and Ruling Elder Isca Mitchell from January 1-December 31, 2017.
- M. Sustained the examination of Teaching Elder Andrew Wing and found him suitable for the position of supply pastor at the Elkton Church.
- N. Approved the supply pastor contract between the Elkton Church Session and Teaching Elder Andrew Wing from January 18, 2017-January 18, 2018.
- O. Approved the revised part-time interim contract between the Sherando Church Session and Teaching Elder Rose Wayland, noting the addition of major medical and dental coverage.
- P. Approved renewing the interim contract between the Front Royal Church Session and Teaching Elder Ed Dawkins, from January 11, 2017-January 10, 2018.

## Evangelism: Different Models of Mission and Ministry

When: March 18, 2017 9:00-5:00

Where: Mt. Carmel Presbyterian Church  
6410 Lee Jackson Hwy.  
Steeles Tavern, VA

Registration: \$10.00 (see attachment)

### Schedule

8:30 Registration

9:00- 10:30 “Let’s talk about faith”

Break

11:00-12:30 “Stepping Outside of the Church Box”

Lunch

1:30-3:00 “Living in a Networked World”

Break

3:30-4:30 “Our View from the Pews”

4:30 Closing worship

Maury River Mission Community and the Committee on Congregational Redevelopment (CCR) welcome the Rev. Dr. John Vest, Visiting Professor of Evangelism at Union Presbyterian Seminary in Richmond VA to lead this workshop for Shenandoah Presbytery. Prior to this appointment he served in congregational ministry for fifteen years in the Chicago metropolitan area, most recently as the Associate Pastor for Youth Ministry at the [Fourth Presbyterian Church of Chicago](#). He holds degrees from [Rice University](#) (B.A.), the [University of Chicago Divinity School](#) (M.Div.), and [McCormick Theological Seminary](#) (D.Min.), and has studied at the [Hebrew University of Jerusalem](#). He is co-founder of the [Progressive Youth Ministry conference](#) and has published a collection of confirmation sermons called *It's Not Confirmation*. An enthusiastic pitmaster, John dreams of one day achieving the mystical union of church and BBQ.

If you have any questions, contact Olivia Haney, [monsiorita@gmail.com](mailto:monsiorita@gmail.com) or 540-997-9135.

Evangelism: Different Models of Mission and Ministry  
March 18, 2017, Mt. Carmel PC  
Please respond by March 10, 2017

Name \_\_\_\_\_

Contact information \_\_\_\_\_ (cell phone)

\_\_\_\_\_ (other)

Church \_\_\_\_\_

Any food allergies?

Any other special needs?

Please return this to Olivia Haney, PO Box 260, Millboro VA

Or [monseniorita@gmail.com](mailto:monseniorita@gmail.com)

**By March 10, 2017**

Registration fees can be sent with this or can be brought on March 18.