

**Minutes of the
177th Stated Session**

**of the
PRESBYTERY OF SHENANDOAH**

February 24, 2018

**Tinkling Spring Presbyterian Church
Fishersville, Virginia**

NEXT STATED SESSION

**Tuesday, May 22
Lexington Church**

**Saturday, August 25
Warrenton Church**

**Tuesday, November 27
TBA**

SHENANDOAH PRESBYTERY IS A COVENANT BODY WHERE:

- » **congregations are empowered to be centers for mission,**
- » **lay persons are equipped to be Disciples of Christ in a challenging world,**
- » **church leaders and members are nurtured and strengthened for service,**
- » **open communication and information are used constructively and creatively to keep us connected.**

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Ronald Hylton, Vice President
Alan Garrison, Secretary
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CANDIDATES FOR MINISTRY OF THE WORD AND SACRAMENT

Molly Morris

Home Church – Staunton First

INQUIRERS FOR MINISTRY OF THE WORD AND SACRAMENT

Hannah Altman

Home Church - Warrenton

Kelley Connelly

Home Church – Winchester First

Mark Dewey

Home Church – Winchester First

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**PRESBYTERY OF SHENANDOAH
MINUTES OF THE 177th STATED MEETING**

The 177th Stated Meeting of the Presbytery of Shenandoah was held at Tinkling Spring Presbyterian Church in Fishersville, Virginia, at 9:30 a.m. on Saturday, February 24, 2018. Outgoing Moderator Kate Lewis Brown called the meeting to order with prayer.

WORSHIP

The worship service included a sermon by candidate Thomas Carrico, Jr., the passing of the moderator duties and gavel from Ruling Elder Kate Lewis Brown to Teaching Elder William Klein, the remembering of the ruling and teaching elders who had died in the previous year, and the commissioning of the team to Ethiopia, Bill Burslem, Peter Ford, Doug Sensabaugh, and Nancy Meehan Yao. Special music was provided by the Tinkling Spring Men’s Choir.

INSTALLATION OF 2018 MODERATOR

Teaching Elder William Klein was installed as the 2018 Moderator during the worship service. Moderator Klein presided over the remainder of the meeting.

RECOGNITION OF OUTGOING MODERATOR

Teaching Elder Bronwen Boswell, General Presbyter/Stated Clerk, took a moment to recognize Ruling Elder Kate Lewis Brown who served the Presbytery diligently as Moderator for 2017. Bronwen presented Kate with an engraved Celtic cross along with a few personal gifts.

QUORUM AND ENROLLMENT

The Stated Clerk reported that a quorum was present. The final enrollment was as follows:

Adm	Administrator	DYP	Director, Youth Program	P	Pastor
Asst	Assistant	ED	Educator	Prof	Professor
Assoc	Associate	HR	Honorably Retired	SS	Stated Supply
Chap	Chaplain	IA	Interim Associate	Stu	Student
CM	Campus Minister	IN	Inactive	T	Teacher
COP	Co-Pastors	IP	Interim Pastor	TM	Tent Making
Coun	Counselor	ML	Minister-at-Large	TP	Transitional Presbyter
DP	Designated Pastor	OM	Overseas Missionary	WC	Without Charge

(Description code for attendance: P = present E = excused A = absent)

P	Allamon, Karen H.	P	Staunton First	Jennifer Dixon
A	Allen, Donald R., Jr.	HR		
E	Arnold, Timothy	Supply	Middletown	
E	Atwood, James E.	HR		
E	Atwood, Roxana M.	HR		
P	Banbury, Rosalind E.	IP	Tinkling Spring	
A	Barner, Ann Elizabeth	HR		
A	Barner, Fred Thomas	HR		
E	Baxter, John A.	HR		
A	Bethard, John T.	P	Charles Town	Absent
P	Boswell, Bronwen W.	GP/SC		
E	Boyer, Grace Jones	HR		
E	Brandon, Joseph C.	HR		
E	Bridgman, Stewart G.	HR		
P	Brownlee, J. Malcolm	HR		
E	Bucy, Ralph D.	HR		
P	Bunker, Jonathan W.	P	Berryville	Stephanie Lederhouse
E	Burton, Rufus T., III	P	Martinsburg First	Tom Horn
E	Caperton, William G.	HR		

A	Carlsson, Charles M., Jr.	HR		
P	Carr, Gwendolyn B.	ML		
A	Cathcart, C. Stevens	HR		
P	Channell, Kevin J.	P	Collierstown	Alec Wilder
P	Chapman, George W.	P	Waynesboro First	Steve Doherty
E	Clark, Casey R.	COP	New Monmouth	Janet Irvine
P	Clark, Rachel F.	COP	New Monmouth	
E	Coffman, Donna B.	HR		
E	Coleman, Glenn M.	IP	Mossy Creek	
P	Condro, Joseph F.	HR		
P	Conrad, Scott A.	Supply	Hot Springs	
A	Corder, William "Lee"	ML		
E	Cornish, Homer T.	HR		
E	Cox, C. William	HR		
E	Craft, John K.	P	Bethany	Absent
P	Cranford, April H.	P	Westminster	Emily Breeden
P	Crannell, J. Scott	ML		
P	Crumley, Rachel	P	Tuscarora	Eric Hulett
E	Cushman, James E.	HR		
P	Cushwa, John W.	HR		
A	Dawkins, Edward C.	ML		
P	Dax, Betty G.	HR		
P	Dent, William H., Jr.	HR		
A	Dietrich, Richard S.	HR		
A	Donohoe, Patricia A.	HR		
P	Douty, Horace D.	HR/IP	Oxford	
P	Evans, Caroline B.	P	Front Royal	Adrian Burt
E	Evans, George W.	HR		
P	Everhart, William G.	Supply	Sunnyside	
P	Farthing, Stanley H.	Supply	Zetta	
A	Fetterman, Amy	ML		
E	Field, Robert F.	HR		
E	Fisher, Merle L., Jr.	HR		
P	Forbes, Thomas H.	DP	Keyser	Absent
			Piedmont	Kermit Becker
P	Foster, M. Kerry	P	Bridgewater	Absent
E	Franklin, John S.	HR		
E	Garrison, John D.	HR		
E	Garriss, K. Braxton	HR		
E	Goodman, William R., Jr.	HR		
E	Goshorn, Robert D.	HR		
P	Greenawalt, Karen J.	P	Gerrardstown	Patty Oester
P	Hand, Kevin L.	P	Franklin	Paul Gutshall
			Ruddle	Absent
E	Haney, John H.	P	Goshen	Absent
			Millboro	Absent
			Rocky Spring	Absent
P	Haney, M. Olivia Kincaid	Supply	Mt. Carmel	
E	Harmon, Melissa L.	ML		
P	Hay, Kevin W.	IP	Romney	
E	Hay, Thomas D.	Adm		
E	Held, Ann Reed	HR		
E	Hellmuth, Barton L.	HR		
E	Hendy, Susanna	ML		
A	Hill, Robert S., Jr.	HR		
P	Hill, Sarah L.	Assoc	Lexington	
E	Holden, Thomas J., III	HR		
P	Hopkins, E. Reed	P	Loch Willow	Ann Conway
P	Howard, Carl D.	HR		
P	Howard, David D.	P	Strasburg	Tom Cralley

E	Hunt, Patricia	HR		
P	Hutcheson, Fletcher, Jr.	P	Circleville Seneca Rocks	Absent Absent
A	Inglis, J. Leslie	HR		
A	Jones, Donald D. M.	HR		
A	Klein, Deborah H.	ML		
P	Klein, William M.	P	Lexington	Absent Absent
P	Lanaghan, Patrick R.	P	Timber Ridge	Bill Peel
A	Langdon, J. Bradford	HR		
A	LaPrade, Lester N., Jr.	HR		
A	Lawton, James S.	HR		
E	Leggett, John P.	P	Massanutten	Dietrich Maune Absent
P	Lewis, Elizabeth	Chap	Westminster-Canterbury	
E	Lewis, Herbert T.	HR		
E	Lowe, Emory G.	HR		
P	Lowrance, William J.	Chap	Sunnyside Retirement Community	
P	Lunde, James E., II	P	Warrenton	Susanne Taylor Excused
E	Macbeth, Bruce A.	HR		
P	Martin, Lisa W.	P	Woodstock	Jane Runyon
E	Martin, Roy A	SS	Bethel	
A	Martin, Tracie E.	PA	Opequon	
E	McClintock, Lynn	ML		
P	McCoig, Dan M., Jr.	P	Winchester First	John Fisher Tom Scully Absent
P	McCrary, Elizabeth L.	P	Augusta Stone	Cathy Rubush
P	McDonald, John L.	IP	Buena Vista	
A	McKune, Debra Y.	P	Falling Waters	Crystal Mason
E	Miles, Larry C.	HR		
E	Moore, William L.	OM		
E	Muncy, Robert L.	HR		
E	Newman, Howard A.	HR		
P	Noll, Frederick E.	IP	Bethesda	
A	Norville, Charles K.	HR		
P	Osborne, Robert S.	P	Berkeley Springs	Adrienne North
E	Owen, Jan G.	HR		
E	Painter, William L., Jr.	HR		
P	Peterson, John C.	P	Covenant	Brandon Cline Taskey Terry Westhafer
E	Pettit, Ann R.	Assoc	Massanutten	
P	Pettit, Patrick S.	IP	Smyrna	
A	Poland, Ernest L. Jr.	ML		
E	Pollock, Richard	HR		
P	Potter, Ronald R.	SS	Bunker Hill	
E	Price, Norman G.	HR		
A	Pyles, Elizabeth A.	P	McDowell	Jeanne Lou Hull
P	Rascoe, Clayton T.	ML		
P	Rascoe, Kathryn R.	ML		
A	Reller, Charles K.	HR		
E	Rhyne, C. Thomas	HR		
P	Robertson, Helen	SS	Fairfield	
P	Ross, Anne M.	HR		
P	Sale, M. Anderson	HR		
A	Shearer, J. David	ML		
P	Sherman, H. Wray	P	Hermitage	Hank Coffey
P	Sieck, Philip L.	HR		
A	Singleton, Jacob R.	P	Staunton Third	Absent

E	Sitterley, William V. P., Jr.	IP	Shepherdstown	
E	Slider, C. Richard II	HR		
A	Smith, Evan R.	P	Staunton Second	Absent
A	Smith, Nancy A.	ML		
P	Smith, Vanessa M.	P	Hedgesville	Prudence Wendel
P	Sommer, Philip W.	HR		
E	Stanley, Arthur L.	HR		
E	Stephens, Millard M.	HR		
A	Stokes, Martin L.	HR		
P	Summers-Minette, Teresa L.	IP	Cooks Creek	
E	Swezey, Charles M.	HR		
E	Symons, Charles D., Jr.	HR		
P	Thomas, Aaron Lee	P	Olivet	David Walton
E	Thornton, Joel P.	DP	Ivanhoe	Absent
			Wardensville	Absent
P	Tongen, Harold M.	IP	Petersburg	
E	Tremba, Randall W.	HR		
E	Unger, Philip E.	ML		
E	Vernon, Joseph H. J.	HR		
A	von Oeyen, Jr., Robert	HR		
A	Watkins, John M.	HR		
A	Whiteley, Nancy S.	HR		
E	Wilkens, Jack B.	HR		
E	Willis, Steven W.	ML		
P	Wilson, Joan M.	Supply	Broadway	
E	Wilson, Stanton R.	HR		
A	Wing, Andrew P.	ML		
P	Wing, Stephanie Sorge	P	Trinity	Frances Sale
P	Witt, David R.	P	Opequon	Bill Burslem Graham Taylor
E	Woodworth, Robert B.	HR		
P	Wyche, Frank	P	Hebron	Hannah Bush
P	Yao, James C.	P	Moorefield	Tom Widder
P	Yao, Nancy Meehan	AGP		
A	Young, Betty Jean	HR		
A	Young, Philip H.	HR		
E	Young, Richard O., Sr.	HR		
P	Ytterrock, Jonathan A.	P	Mount Horeb	Patsy Shreckhise

CHURCHES WITHOUT INSTALLED PASTORS

Ben Salem	Absent
Bethel	Jill Webb
Bethesda	Ann-Ashby McKissick
Beulah	Donne Hooke
Bloomery	David Omps
Broadway	Betty Ann Sullivan
Buckton	Lisa Jo Schlosser
Buena Vista	Marolyn Cash
Buffalo Gap	Absent
Bunker Hill	Rena Downs
Burlington	Excused
Burnt	Absent
Clear Brook	Absent
Cooks Creek	Mark Williams
Craigsville	Beverly Thompson
Elk Branch	Excused
Elkton	Absent
Fairfield	Becca Cash
Finley Memorial	Joan Batten
Glen Kirk	Carolyn Newman

Halltown	Absent
Highland Memorial	Roberta Lake
Hot Springs	Absent
Immanuel	Absent
Kearneysville	Absent
Little Falls	Absent
McCutchen	Absent
Middletown	Absent
Monterey	Excused
Mossy Creek	Pat Campbell
Mount Carmel	Brooke Boyd
Mount Hope	Absent
Mount Joy	Absent
Mount Olive	Daniel Lauff
Mount Storm	Absent
New Providence	Absent
Nineveh	Sandi Ey
Oxford	Absent
Petersburg	Absent
Pines Chapel	Jean Fitzgerald
Romney	John Dan Sitar
Second Opequon	Absent
Shepherdstown	Suellen Myers
Sherando	Absent
Slanesville	Absent
Smyrna	Betty Jo Towler
Springfield	Excused
Sunnyside	Mary Jo Johnson
Tabler	Excused
Tinkling Spring	Judy Hevener
	Randy Houff
Tomahawk	Rick Coffinbarger
Union	Jane Karicofe
Waynesboro Second	Glenn Fields
Williamsville	Absent
Zetta	Homer Eutsler

VOTING RULING ELDERS:

Commissioned Ruling Elders

A Michele Elliott	P Judy Hensley	P Isca Mitchell
A William Moore	E Linda Reece	P Dwight Rinard
A Alvin Russell	A Bobby Spurgeon	P Jean Steidel

Voting Ruling Elders of Presbytery Staff or Coordinating and Planning Commission (CPC):

P Kate Lewis Brown, CPC Moderator	P Mary Lou Cox, CPC
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Presbytery Staff
Donna Lanaghan

NON-VOTING VISITORS:

Candidates
Thomas Carrico

Visiting Ministers
Hank Scoggins, Western North Carolina

Board of Pensions
Martha Reisner

Presbytery Staff
Kim Stroupe

Visitors

Amanda Avery
Karen Brown
Ellen Carrico
Debbie DuMez
Linda Fields
Shirley Hoover
Zach Logan
Reese McCormick
Wendell Omps
Junior Rowe
Doug Sensabaugh
Louise Tardy
Anna Lee Wilkes

Brian Bender
Renee Campbell
Tom Carrico
Beverly Ellis
Marian Hackney
Linda Kuehne
Sabrina Massie
Naomi Moran
Carolyn Palmer
Janet Scott
SuzAnn Sitar
Beth Thompson
Esther Winton

Nancy Bender
Abbey Carrico
Rick Comstock
Norma Eutsler
Ruth Ann Hildreth
Joanne Laird
Debbie McCormick
Joyce Omps
Mary Robinson
David Seaman
Kathleen Sommer
Evelyn Todd

Teaching Elders = 65 Voting Ruling Elders = 71 Additional Guests = 42 TOTAL = 178

WELCOME

The Moderator welcomed all visitors and ruling elder commissioners were recognized for this being their first Presbytery meeting. Teaching Elder Rosalind Banbury welcomed everyone to Tinkling Spring Church.

APPOINTMENTS

The Moderator appointed the following: Assistant Clerks: Ruling Elder Donne Hooke of Beulah Church and Ruling Elder Jeanne Lou Hulle of McDowell Church Bills and Overture 2018: Teaching Elder Karen Allamon of Staunton First Church, Ruling Elder Cliff Gilchrest of Covenant Church, Teaching Elder Bob Osborne of Berkeley Springs Church, and Ruling Elder Mary Lou McMillin of Trinity Church Parliamentarian 2018: – Teaching Elder John Peterson of Covenant Church.

DOCKET

The docket was approved as distributed. See page 15. (As of the printing of these minutes, due to time allowances, reports were moved ahead during the day.)

MINUTES APPROVED

The Body approved the minutes of the stated session held November 28, 2017, as distributed.

STATED CLERK REPORT

Teaching Elder Bronwen Boswell gave the following report:

I.FOR INFORMATION:

- A. The Investigating Committee formed in October 2017 has concluded its work with no charges being filed. Members were Stephany Morgan (RE), Bill Blair (RE) Ann Pettit (TE) Wray Sherman (TE)
- B. The Investigating Committee formed in December 2017 has concluded its work with no charges being filed. Members were Clayton Rascoe (TE), Beth Smith (RE), Reed Hopkins (TE) Amy Fetterman (TE)
- C. 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 2017: David Howard (TE), Frank Wyche (TE), and Creigh Deeds (RE)
 - Class of 2015: Ed Brown (RE), Ann Massie (RE)
 - Class of 2013: Phil Sommer (TE)
- D. Dates for the meetings of Shenandoah Presbytery for 2018:
 - Tuesday, May 22: Lexington Church, Lexington, Virginia

- Saturday, August 25: Warrenton Church, Warrenton, Virginia.
- Tuesday, November 27: Your church name here*
*seeking host congregation

E. The Stated Clerk presents the list of ruling elders of the churches of the Presbytery who died in 2017. The information listed depends on reports from clerks of session of the churches:

Augusta Stone	Peggy Early Charles Jordan
Bunker Hill	Edgar Kane
Burlington	Bonnie Spyrison
Covenant	Mary Vermeulen
Elkton	Mae Frances Downey
Fairfield	Charles Mynes
Franklin	Ronald Kirk, Sr. Martha Wimer
Front Royal	Wesley Harris Patrick Younk
Gerrardstown	Roger Campbell Grace Weekley
Hebron	William Glover Frank Henderson Lenwood Shiflet
Keyser	Edward Smith
Lexington	Thomas Baker Joe Egyed Virginia Harlow Bob Irons, Sr. Lou Stuart
Martinsburg First	James Smith
Massanutten	John Barnes
Mt. Carmel	Berl Patterson
Mt. Horeb	Kenneth Munson, Sr.
Opequon	Robert Weidele
Petersburg	Lura Moomau
Seneca Rocks	Mary Kay Alt
Slanesville	Ruth Hockman
Staunton First	Caroline Bell Marjorie Hoge Ruth Sproul
Staunton Third	Katie Kirtley Jack Warner
Tinkling Spring	James Patrick John Swett
Tuscarora	John Reynolds Robert Stevenson
Union	Keith Karicofe Lola Kirkland
Warrenton	Al McNeill Alan Poe
Waynesboro First	Charles Baker Robert Euler Lennart Sandquist
Waynesboro Second	Virginia Higgs
Woodstock	Nancy Gibson-Geiger

Teaching Elders that died in 2017 are:

Joseph Sefcik
Thomas T. Biggs

William A. Cole
 Richard Forbes
 Randy Harrison
 Andrew Snelson

II. RECOMMENDATIONS: (all approved)

- 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 minutes to install Rev. James Yao at the Moorefield Church as found on page 16.
- C. That Presbytery receive the financial summary for the year ending December 31, 2017 as found on pages 17-19.
- D. 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 2018 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 2018, you are counted and expected to attend Presbytery.)

Joe Brandon	Ralph Bucy	William Caperton
William Cox	Robert Field	Merle Fisher
John Garrison	Bart Hellmuth	Patricia Hunt
Larry Miles	Thomas Rhyne	Richard Slider
Charles Symons	Randy Tremba	Jack Wilkers
Robert Woodworth	Richard Young	

- E. 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 5.2.2.). The following is the analysis for 2018 (for ministers as of 12/31/17 and church membership as of 12/31/16.

TEACHING ELDERS:

Total Enrollment of Teaching Elders, 12/31/2017 162

Active Participants

Installed Pastors and Temporary Supplies 66
 Serving in other validated ministries..... 7
 Parish Associates 5
 Members at Large 9
 Resident Honorably Retired..... 55
Total Active Participants..... 142

Non-participants for 2018

Resident Honorably Retired requesting to be inactive 17
 Honorably Retired living outside the bounds of presbytery 20
Total Non-Participants 37

TOTAL TEACHING ELDERS PARTICIPATION 105

RULING ELDERS:

Ninety-five (95) congregations send one ruling elder 95

Six congregations send two ruling elders: Covenant, Lexington, Massanutten, Opequon, Tinkling Spring, Warrenton.....	12
One congregation sends three ruling elders: Winchester 1st	3
Commissioned Ruling Elders for Particular Pastoral Services	9
Certified Christian Educators serving	0
Presbytery staff	1
Ruling elders serving on Coordinating and Planning Commission.....	2
TOTAL POTENTIAL RULING ELDERS PARTICIPATION	122

CONCLUSION: No imbalance (ruling elders exceed teaching elders) exists for 2018.

ASSOCIATE GENERAL PRESBYTER

Teaching Elder Nancy Meehan Yao gave a brief presentation on the numerous Presbytery event Facebook pages as well as the March 17 gathering of the Educators.

COMMITTEE ON PREPARATION FOR MINISTRY

Teaching Elder Kate Rascoe, Chair, gave the following report:

I. FOR INFORMATION:

On behalf of the presbytery, the CPM is currently supporting the education, development and discernment of four individuals. We invite you and the places of ministry that you represent to keep them in your prayers:

Molly Morris

Home Church: 1st Presbyterian, Staunton
 School: San Francisco Seminary
 Candidacy Date: Jan 17, 2018
 Update: Molly will graduate in May and hopes to spend a year in CPE Residency.

Mark Dewey

Home Church: 1st Presbyterian, Winchester
 School: Chicago Theological Seminary (online)
 Inquirer Date: January 11, 2017
 Update: Mark is “grateful for the committee's guidance and encouragement in this process”.

Kelley Connelly

Home Church: 1st Presbyterian, Winchester
 School: Union Presbyterian Seminary
 Inquirer Date: November 15, 2017
 Update: Kelley is in her first year of seminary.

Hannah Oneal von Oeyen Altman

Home Church: Warrenton Presbyterian Church
 School: Union Presbyterian Seminary (on leave)
 Inquirer Date: November 15, 2017
 Update: Hannah has put seminary on hold temporarily in order to serve the church as Acting Director of Programs as Massanetta Springs Camp and Conference Center

II. PRESENTATION:

On January 24, CPM dutifully and appropriately examined Thomas Carrico, Jr., candidate from Peaks Presbytery, for ordination in the areas of Bible, Theology, Worship and Sacraments, and Polity. The Committee listened to him preach and reviewed the biblical exegesis that accompanied the sermon. The Committee also reviewed his statement of faith.

On behalf of CPM, TE Kate Rascoe asked Tommy to share with the Body how he practices the Sabbath and where he finds hope in his faith and in the life of the Church. No questions were asked from the floor and after members of Finley Memorial Church and the Carrico Family were recognized, TE Rascoe closed with prayer.

COMMITTEE ON PASTORAL TRANSITION

Teaching Elder Patrick Pettit, Chair, gave the following report:

ACTIONS TAKEN:

- A. Concurred with the request to dissolve the relationship between the Petersburg Church and Teaching Elder Rich Cardot effective December 31, 2017, and approved transferring TE Cardot to the Presbytery of West Virginia.
- B. Approved Teaching Elder Joel Thornton serving as liaison to Petersburg Church.
- C. Sustained the examination of Harold Tongen (Presbytery of Shenandoah) who has received an interim contract to the Petersburg Church.
- D. Approved the interim contract between the Petersburg Session and Teaching Elder Harold Tongen from February 11, 2018-February 11, 2019.
- E. Approved Teaching Elder Bill Cox serving as moderator to Beulah and Monterey churches.
- F. Accepted the Conversation report from Tomahawk Church.
- G. Accepted the CAT report from Cooks Creek Church and granted permission to form a pastor nominating committee to seek an installed pastor.
- H. Sustained the examination of Teaching Elder Kevin Channell (Presbytery of the James) and received him as a minister member of Shenandoah Presbytery effective February 1, 2018. (See pages 14-15 for bio and faith statement)
- I. Approved the following terms of call between the Collierstown Church and Teaching Elder Kevin Channell beginning February 1, 2018:

Annual cash salary	\$51,000
Use of Manse	11,000
Automobile allowance	1,500
Continuing education allowance	500
Major Medical	16,575
Pension and Disability	7,956
SECA	3,902
Other	905

Moving expenses to the field, four weeks annual paid vacation (with four Sundays), two weeks annual paid study leave (with two Sundays), sabbatical leave at the end of six years, and parental leave

- J. Sustained the examination of Teaching Elder Wray Sherman (Presbytery of Shenandoah) who had received a contract to do pulpit supply and homebound communion for Waynesboro Second Church during December.
- K. Approved the temporary supply contract between the Waynesboro Second Session and Teaching Elder Wray Sherman through December 31, 2017.
- L. Sustained the examination of Roy Martin (Presbytery of Shenandoah) who has received a temporary supply contract to the Bethel Church.
- M. Approved the temporary supply contract between the Bethel Session and Teaching Elder Roy Martin from November 20, 2017-November 20, 2018.
- N. Concurred with the Committee on Preparation for Ministry to sustain the examination of Candidate Thomas Carrico (Peaks Presbytery).

- O. Approved the following terms of call between the Finley Memorial Church and Candidate Thomas Carrico beginning March 1, 2018:

Annual cash salary	\$20,000
Housing allowance	17,000
Automobile allowance	2,000
Continuing education allowance	1,729
Major Medical	11,000
Pension and Disability	4,440
SECA	2,830.50

Moving expenses to the field, four weeks annual paid vacation (with four Sundays), two weeks annual paid study leave (with two Sundays), sabbatical leave at the end of six years, and parental leave

- P. Approved the commission to install Teaching Elder James Yao at the Moorefield Church on December 10, 2017.
- Q. Commissioned Dwight Rinard to the Burnt Church through December 31, 2020.
- R. Re-commissioned Isca Mitchell as commissioned ruling elder to the Glen Kirk Church through December 31, 2020.
- S. Re-commissioned Bobby Spurgeon as commissioned ruling elder to the Goshen, Millboro, and Rocky Spring churches through December 31, 2020.
- T. Approved renewing the temporary supply contract between the Beulah Session and Teaching Elder Anne Ross from January 1-June 30, 2018.
- U. Approved renewing the temporary supply contract between the Monterey Session and Teaching Elder Anne Ross from January 1-June 30, 2018.
- V. Approved renewing the temporary supply contract between the Monterey Session and Ruling Elder Mary Robinson from January 1-June 30, 2018.
- W. Approved renewing the interim contract between the Bethesda Session and Teaching Elder Fred Noll from February 8, 2018-February 8, 2019.
- X. Approved renewing the interim contract between the Tinkling Spring Session and Teaching Elder Rosalind Banbury from May 8-November 8, 2018.
- Y. Sustained the examination of Carrie Evans (Presbytery of Shenandoah) who has received a call as installed pastor to the Front Royal Church.
- Z. Approved the following terms of call between the Front Royal Church and Teaching Elder Carrie Evans beginning February 19, 2018:

Annual cash salary	\$25,000
Housing allowance	35,000
Automobile allowance	500
Books and subscriptions	500
Continuing education allowance	2,000
Major Medical	15,000
Pension and Disability	7,200
SECA	4,590

Moving expenses to the field, four weeks annual paid vacation (with four Sundays), two weeks annual paid study leave (with two Sundays), sabbatical leave at the end of six years, and parental leave

PRESENTATION OF TEACHING ELDERS

Teaching Elder Jonathan Bunker presented Teaching Elders Kevin Channell and Carrie Evans.

TE Channell was asked to give a brief statement of his sense of call to ministry and to the specific ministry with the Collierstown Church that he has been called to serve. No questions were asked from the floor. After recognizing member of the Collierstown Church, TE Channell signed the roll.

TE Evans was asked to give a brief statement of her sense of call to ministry and to the specific ministry with the Front Royal Church that she has been called to serve. Members of the Front Royal Church were recognized.

COMMITTEE ON CONGREGATIONAL REDEVELOPMENT

Teaching Elder David Witt, Chair, gave an oral report. After reiterating the purpose of CCR (*to provide processes and support for congregations that have an identified need, willingness, and ability to engage in spiritual and/or programmatic growth which can lead to deeper commitment both within and beyond current membership*) David then emphasized that CCR is focusing on church vitality and transformation and how to encourage churches to work toward and incorporate adaptive change. To that end, CCR, along with CRM and CPT, sponsored a training and continuing education event for the three committees and all CAT consultants. 25 people attended the training, facilitated by Michelle Snyder of Crows Feet Consulting. The leadership of the committees then met with Michelle and presbytery staff to plan “forward leadership” and continued strategic planning. CRM will be calling 3-8 congregations to participate in a “Hearth and Home” cohort; this would include churches who have already completed the CAT and those who would like to conduct the CAT, all who would need to have a serious commitment to transformation and adaptive change. If a congregation is interested in participating, they should contact David Witt (pastor@opequonchurch.org) or Malcolm Brownlee (mandsbrownlee@gmail.com). In addition, CCR will begin a pilot program that will incorporate leadership observers from the presbytery who will then be able to carry the future strategic planning process forward in the presbytery. The highlight of the report was a testimony from Ruling Elder David Omph, lay pastor at Bloomery Presbyterian Church, as he shared about the congregation’s ministry, their recent transitions, and how they are seeking to change for the future.

COMMITTEE ON NEW CONGREGATIONAL DEVELOPMENT

Teaching Elder Karen Greenawalt, Chair, asked anyone interested to meet during lunch to discuss new worshipping needs.

EDUCATIONAL TIME

A presentation on “Safe Churches” was given by Augusta County Deputy Chris Sacara, along with Lucy Carter Smith of the Virginia Department of Emergency Management. Highlights included: motivation, stages of violent intent, warning signs, appropriate interventions, and planning principles.

ANNOUNCEMENTS

Martha Reisner of the Board of Pensions gave a brief announcement on the Benefits Connect workshop in Richmond on April 12.

Teaching Elder Andy Sale noted that Honorably Retired Teaching Elder James Atwood has been named the recipient of the 2018 David Steele Distinguished Writer Award by the Presbyterian Writers Guild.

RECESS

Following prayer, a delicious lunch was served in the fellowship hall.

INTERCESSORY PRAYERS

Teaching Elder George Chapman led the Body in prayer remembering the many persons and causes that members of Shenandoah Presbytery had called to our attention in written concerns during the morning.

COMMITTEE ON PRESBYTERY ADMINISTRATION

Teaching Elder Wray Sherman, Chair, presented the proposed 2018 Presbytery Budget, which was approved. (see pages 20-21)

COMMITTEE ON EDUCATIONAL RESOURCES

The Committee on Educational Resources recommended the following, which were approved:

- By-Laws of Camp Paddy Run, Inc. as found on pages 22-25.
- Camp Paddy Run, Inc, Unanimous Consent of Directors as found on pages 26-27.
- Articles of Incorporation of Camp Paddy Run, Inc. as found on pages 28-29.
- Covenant Agreement as found on pages 30-31.

KEARNEYSVILLE ADMINISTRATIVE COMMISSION

Teaching Elder Jonathan Bunker, Moderator, briefed the Body on the progression that has taken place since the inception of the Administrative Commission in 2016. (See pages 32-33 for a full written report) The floor was opened for clarification questions. There being none, the following recommendations were made and approved:

Recommendations:

1. That Presbytery approve the dissolution of the Kearneysville Presbyterian Church effective immediately and authorize the Stated Clerk to grant letters of transfer for any member that requests one and receive all available Session Records for deposit with the Presbyterian Historical Society.
2. That the Presbytery transfer by quitclaim deed the church building and adjoining cemetery to the newly formed Kearneysville Bible Church.
3. That Shenandoah Presbytery retain from the assets held in trust for the Denomination by the former congregation a sum of \$11,500.
4. Following the successful conclusion of all legal matters related to recommendations 2 and 3 the Presbytery dissolve the Administrative Commission.

Teaching Elder Jonathan Bunker led in prayer for the ministry of Kearneysville Church.

COMMITTEE ON NOMINATIONS

Ruling Elder Mary Lou Cox, Chair, on behalf of the Committee on Nominations, recommended that Presbytery elect the following to serve on committees: (all approved)

Committee on Congregational Redevelopment

Class of 2019: Phil Sommer moving from the Class of 2020

Dennis Evans of Bethesda Church

Class of 2020: Tracie Martin from the Class of 2019

Committee on Educational Resources

Co-chairs: April Cranford and Sarah Hill

Class of 2018: John Turnbull of Lexington Church

Class of 2020: Sarah Hill of Lexington Church

Committee on Mission and Outreach

Class of 2020: Vanessa Smith of Hedgesville Church

Committee on Pastoral Transition

Class of 2019: Carrie Evans of Front Royal Church

Committee on Preparation for Ministry

Class of 2020: Tom Forbes of Keyser and Piedmont churches

Committee on Relational Ministry

Chair: Jim Lunde

Class of 2020: Kerry Foster of Bridgewater Church
Grace Mitchell of Tuscarora Church

There were no nominations from the floor

COMMITTEE ON MISSION AND OUTREACH

Teaching Elder Gwen Carr, Chair, introduced Sandy McLaughlin of the New Providence Church to report on the Mission Next Door project. Mr. McLaughlin has led in 157 projects spanning 10 years. Such projects have included major and minor repairs to bathrooms, floors, roofs, and handicap ramps.

COORDINATING AND PLANNING COMMISSION

Teaching Elder John Cushwa, Chair, gave the following report:

The Coordinating and Planning Commission met on Tuesday, January 23, 2018, and heard reports from all Presbytery committees.

I. ACTIONS TAKEN:

- A. Endorsed the application of Associate General Presbyter Nancy Meehan Yao to the D.Min program at Colgate Rochester Crozer Divinity School on Transformative Leadership.
- B. Approved the following disaster kit collection proposal from the Disaster Preparedness Response Team: (DPRT)
 - Church representatives deliver any completed disaster kits they have to each stated Presbytery meeting (there are three types of kits), or to the Presbytery Center at any time.
 - Host churches for Presbytery meetings will make this activity part of their routine planning process in terms of identifying a collection point and possibly a temporary storage place and provide at least one volunteer to help with delivery directions.
 - If desired by host churches, the DPRT will endeavor to provide a parking lot collection point.
 - The DPRT will collect the kits either on the day of the meetings or within a few days after the meetings and transfer them to a CWS warehouse.
 - The DPRT will publicize this activity prior to each stated meeting of the Presbytery.
 - The DPRT will maintain current kit information on the Presbytery website.
- C. Approved holding the May 2019 and May 2020 Presbytery meetings on the third Tuesday instead of the fourth due to Memorial Day week.

II. RECOMMENDATION: (approved)

That Presbytery elect HR Tom Holden to the Committee on Representation, Class of 2020.

ADJOURNMENT

The meeting adjourned at 2:17 p.m. with the Moderator leading in prayer. The Presbytery will meet in stated session on Tuesday, May 22, at 9:30 a.m. at the Lexington Presbyterian Church in Lexington, Virginia.

William M. Klein, Moderator

Bronwen W. Boswell, Stated Clerk

Kim Stroupe, Recording Clerk

DOCKET

- 8:30 a.m. Registration Begins
- 9:30 a.m. Call to Order, Opening Prayer, and Morning Worship
- 10:30 a.m. Determining a Quorum
Procedural Rules
Welcome and Introduction of Guests
First time commissioners
Seating corresponding members
Welcome from Tinkling Spring Church - TE Rosalind Banbury, Tinkling Spring Interim
Appointments by the Moderator
Adoption of the Docket
Report of the General Presbyter/Stated Clerk – TE Bronwen Boswell
 Correction and Approval of Minutes
 New Business
Report of the Associate General Presbyter – TE Nancy Meehan Yao
- 10:50 a.m. Committee on Preparation for Ministry – TE Kate Rascoe
- 11:00 a.m. Committee on Pastoral Transition – TE Patrick Pettit and TE Jonathan Bunker
- 11:10 a.m. Committee on Congregational Redevelopment – TE David Witt
- 11:20 a.m. Committee on New Congregational Development – TE Karen Greenawalt
- 11:25 a.m. Educational Time – Church Safety and Security
- 12:25 p.m. Directions for Lunch and Prayer – TE Rosalind Banbury, Tinkling Spring Interim
- 12:30 p.m. Lunch - Order of the Day
- 1:30 p.m. Intercessory Prayer
- 1:35 p.m. Committee on Presbytery Administration – TE Wray Sherman
- 1:45 p.m. Committee on Educational Resources – TE Punker Robertson
- 2:00 p.m. Kearneysville Administrative Commission Report – TE Jonathan Bunker
- 2:15 p.m. Committee on Nominations – RE Mary Lou Cox
- 2:20 p.m. Committee on Mission and Outreach – TE Gwen Carr
- 2:35 p.m. Coordinating and Planning Commission – TE John Cushwa
- 2:40 p.m. Anticipated Adjournment

MINUTES OF COMMISSION TO INSTALL THE REV. JAMES C. YAO, as pastor of the Moorefield Presbyterian Church of Moorefield, West Virginia. In accordance with the appointment of the Committee on Pastoral Transition, the commission convened at the Moorefield Presbyterian Church, on Sunday, December 10 at 3:30 p.m.

Commission members present: Teaching Elders: Richard Cardot, Kevin Hay, John Leggett, and Nancy Meehan Yao Ruling Elders: Katharine Lewis Brown (Presbytery Moderator), Deb Bishop (Moorefield), and Jo Ann Harman (Petersburg)

A quorum was present.

Kate Lewis Brown, Convener, called the commission to order and led in prayer.

The congregation was called to worship. Nancy Meehan Yao preached the sermon on the subject “Clay Jars” from 2 Corinthians 4:1-7. Kate Lewis Brown asked the questions of the teaching elder. Deb Bishop asked the questions of the congregation. These being answered in the affirmative and with prayer led by Kevin Hay, the commission installed James Yao as pastor of the Moorefield Presbyterian Church.

Rich Cardot delivered the charge to the congregation, and John Leggett delivered the charge to the pastor.

At the conclusion of the service the newly installed pastor made a brief statement and pronounced the benediction.

After the installation service the officers and members of the church came forward to their pastor and gave him an appropriate expression of cordial reception and affectionate regard.

Kate Lewis Brown, Moderator
Deb Bishop, Clerk

	Actual Twelve Months	2017 Twelve	Remaining	%
	December 31, 2017	Month Budget	Budgeted Funds	Used
Resources Provided by:				
Acceptances from Congregations	\$ 525,684.42	\$ 531,960.00	\$ 6,275.58	99%
Resources Used for:				
Congregational Redevelopment CCR	\$ 9,476.60	\$ 9,550.00	\$ 73.40	99%
Educational Resources CER	\$ 6,000.00	\$ 6,000.00	-	100%
Mission and Outreach CMO	\$ 10,922.57	\$ 12,575.00	\$ 1,652.43	87%
Presbytery Administration CPA				
GA - Per Capita	\$ 101,887.56	\$ 101,887.50	\$ (0.06)	100%
Synod - Per Capita	\$ 10,868.04	\$ 10,868.00	\$ (0.04)	100%
GA - Shared Mission Support	\$ 3,999.63	\$ 4,000.00	\$ 0.37	100%
Synod - Shared Mission Support	<u>\$ 200.04</u>	<u>\$ 200.00</u>	<u>\$ (0.04)</u>	100%
Total to GA and Synod	\$ 116,955.27	\$ 116,955.50	\$ 0.23	100%
Occupancy	\$ 29,234.67	\$ 39,000.00	\$ 9,765.33	75%
Office Expenses	\$ 25,665.31	\$ 27,500.00	\$ 1,834.69	93%
Presbytery	\$ 1,233.23	\$ 5,000.00	\$ 3,766.77	25%
Personnel Expenses	<u>\$ 322,940.39</u>	<u>\$ 308,603.01</u>	<u>\$ (14,337.38)</u>	105%
Total CPA	\$ 379,073.60	\$ 380,103.01	\$ 1,029.41	100%
Pastoral Transition CPT	\$ 2,984.70	\$ 6,000.00	\$ 3,015.30	50%
Relational Ministry CRM	\$ 99.62	\$ 775.00	\$ 675.38	13%
Total	<u>\$ 525,512.36</u>	<u>\$ 531,958.51</u>	<u>\$ 6,446.15</u>	99%

Restricted Net Assets as of December 31, 2017

Cmte on New Church Development	
H'burg 1st to New Church Develop	140,485.99
New Church Development	<u>131,157.94</u>
Total Cmte on New Church	271,643.93
Cmte on Educational Resources	
Brown & Hogshead	605.33
Blue Funds	10,548.04
Camp Paddy Run	
Timbering Project CPR	<u>6,924.55</u>
Total Camp Paddy Run	6,924.55
Thomas & Martha Grafton	331.39
Harry S McClung	2,881.32
Peacemaking % Retained	12,544.33
Women's Spirituality (Peggy Rob)	4,557.52
Youth Council - SPYCE	<u>2,907.62</u>
Total Cmte on Educational Resources	41,300.10
Cmte on Mission & Outreach	
HAE Grant	4,007.82
Living Waters Team	
Water Projects - Undesignated	22,309.54
EI AyalEscuelaOficialRuralMixta	450.00
WP-	450.00
WP-Guat.SantiagoAtitlan,Iglesia	501.10
El Sinaca IglesiaAsambleaDeDios	450.00
Iglesia Christiana Y Misionera	<u>50.00</u>
Total Living Waters Team	24,210.64
Mission Communities	
Baja Mission Trip - HAMC	
Baja Uniform Fund	100.00
Baja Mission	1,792.00
Sterrett Memorial Fund	<u>996.84</u>
Total Baja Mission Trip - HAMC	2,888.84
Covenant Shower Trailer - DRT	10.00
MVMC Shower Trailer	1,840.29
PHMC Hunger Action Team	<u>989.86</u>
Total Mission Communities	5,728.99
Partnership Committee	
ESL - Project Funds	8,194.29
Ethiopian Banquet	431.25
iCARE Gore Home	
iCARE Discretionary	50.00
iCARE - Sponsorships	7,185.33
Wakiira Haile Scholarshin	<u>932.42</u>
Total iCARE Gore Home	8,167.75
Lydia Center	1,025.04
Partnership Discretionary	5,729.79
Travel to Ethionia	<u>1,246.24</u>
Total Partnership Committee	24,794.36
Bernice Hiett Fund	1,862.42
Moffett Grant	11,263.00
PCUSA Ethiopian Network	3,675.67
Ramsey fund	6,556.29
Hunger	
Hunger Funds	23,248.51
Ethiopian Famine Relief	<u>1,972.15</u>
Total Hunger	<u>25,220.66</u>
Total Cmte on Mission & Outreach	107,319.85

Cmte on Pastoral Transition	
CRE/ARE Training Program	4,035.05
CRE/ARE Mentor Training	501.10
CRE/ARE Vocational Assessments	1,002.20
CRE/ARE Annual Meeting	1,002.20
Ministry-SenecaRock/Circleville	47,390.43
McClung - CAT WALK training	3,401.42
	<hr/>
Total Cmte on Pastoral Transition	57,332.40
Cmte on Prep for Ministry	
CPM Discretionary	1,519.53
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Total Cmte on Prep for Ministry	1,519.53
Cmte on Presbytery Administration	
Warm Springs settlement	286,667.12
G.P. Discretionary Acct	4,277.19
H'burg 1st to Budget	7,053.64
Investment Interest	189.90
Legal Fees	19,021.12
Vehicle Expenses	2,289.18
	<hr/>
Total Cmte on Presbytery Administration	319,498.15
Cmte on Relational Ministry	
Background Checks	-106.50
Rehoboth / Ramkey (Anne Ross)	1,037.48
CRM Discretionary	8,967.32
Strong Ministers' Program	90,924.78
The Oasis Project	19,176.35
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Total Cmte on Relational Ministry	119,999.43
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TOTAL	918,613.39
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BUDGET WORKSHEET - 2018

	2017 YEAR END ACTUALS	2017 BUDGET	2018 BUDGET WORKSHEET
Resources Provided by:			
Acceptances from Congregations	\$ 525,684.42	\$ 531,960.00	\$ 558,100.00
TOTAL	\$ 525,684.42	\$ 531,960.00	\$ 558,100.00
Resources Used for:			
Congregational Redevelopment CCR			
CCR Operating Expenses	\$ 9,476.60	\$ 9,550.00	\$ 1,000.00
Total CCR	\$ 9,476.60	\$ 9,550.00	\$ 1,000.00
Educational Resources CER			
Big Event	\$ 1,500.00	\$ 1,500.00	\$ 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	\$ 500.00	\$ 500.00
Total CER	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Mission & Outreach CMO			
CMO Expenses	\$ 922.57	\$ 2,575.00	\$ 500.00
Disaster Prep Team Expenses			\$ 575.00
Mission Community Support (6)			\$ 1,500.00
Partnership			
IBS Evan & Dev Support	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
BSCO Support	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Visits to & from Ethiopia	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
ESL Program	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Total CMO	\$ 10,922.57	\$ 12,575.00	\$ 12,575.00

	2017 YEAR END ACTUALS	2017 BUDGET	2018 BUDGET WORKSHEET
Payments to Governing Bodies: 12,113 2016 Membership			
GA - Per Capita (2017-\$7.50) (2018 - \$7.73)	\$ 101,887.56	\$ 101,887.50	\$ 93,633.49
Synod - Per Capita (\$.80 for 2017)(\$.85 for 2018)	\$ 10,868.04	\$ 10,868.00	\$ 10,296.05
GA - Shared Mission Support	\$ 3,999.63	\$ 4,000.00	\$ 4,000.00
Synod - Shared Mission Support	\$ 200.04	\$ 200.00	\$ 200.00
Total	\$ 116,955.27	\$ 116,955.50	\$ 108,129.54
Presbytery Administration CPA			
Occupancy:			
Contracted Office Cleaning	\$ 6,580.00	\$ 7,000.00	\$ 7,000.00
Utilities	\$ 7,146.64	\$ 12,000.00	\$ 12,000.00
Bldg & Grounds Maintenance	\$ 3,548.03	\$ 6,000.00	\$ 5,000.00
Insurance	\$ 11,960.00	\$ 14,000.00	\$ 14,000.00
Occupancy Total:	\$ 29,234.67	\$ 39,000.00	\$ 38,000.00
Office Expense:			
Internet Service / Telephone	\$ 2,984.40	\$ 3,500.00	\$ 3,100.00
Postage	\$ 1,522.69	\$ 1,500.00	\$ 1,500.00
Supplies for Office	\$ 3,946.32	\$ 4,000.00	\$ 4,000.00
Equip Rental & Maintenance	\$ 12,579.09	\$ 13,000.00	\$ 13,000.00
Computer & Equip Purchases	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Web-Site / Domain Expenses	\$ 632.81	\$ 1,500.00	\$ 1,500.00
Office Expense Total:	\$ 25,665.31	\$ 27,500.00	\$ 27,100.00
Presbytery			
Listening Team	\$ -	\$ 2,000.00	\$ 2,000.00
Presbytery Meeting Expenses	\$ 226.25	\$ 2,000.00	\$ 2,000.00
CPA Expenses	\$ 250.00	\$ 250.00	\$ 250.00
Mileage Reimbursement	\$ 756.98	\$ 750.00	\$ 750.00
Presbytery Total:	\$ 1,233.23	\$ 5,000.00	\$ 5,000.00
Personnel Costs	\$ 322,940.39	\$ 308,603.01	\$ 353,482.03
Total CPA	\$ 496,028.87	\$ 497,058.51	\$ 531,711.57
Committee Expense:			
Pastoral Transition			
CPT Operating Expenses	\$ 518.68	\$ 1,000.00	\$ 1,000.00
Holy Cow Consulting	\$ 1,553.68	\$ 2,000.00	\$ 2,000.00
Holy Cow Training	\$ 912.34	\$ 3,000.00	\$ 3,000.00
Total CPT	\$ 2,984.70	\$ 6,000.00	\$ 6,000.00
Relational Ministry			
CRM Operating Expenses	\$ 99.62	\$ 775.00	\$ 775.00
Total CRM	\$ 99.62	\$ 775.00	\$ 775.00
Total Resources Used	\$ 525,512.36	\$ 531,958.51	\$ 558,061.57
DIFFERENCE - TO OR (FROM) PROVIDED RESOURCES	\$ 172.06	\$ 1.49	\$ 38.43

**Bylaws of
Camp Paddy Run, Inc.**

ARTICLE I

Offices

A. Principal Office. The principal office of Camp Paddy Run, Inc. (hereinafter called the "Corporation") shall be located in the Commonwealth of Virginia and the mailing address is **117 N. Braddock Street, Suite 100, Winchester, VA 22601.**

B. Purpose. The purpose of the Corporation is set forth in the Articles of Incorporation.

C. Other Offices. The Corporation may also have offices at such other places, both in or outside of the Commonwealth, as the Board of Directors may from time to time determine or the business of the Corporation may require.

D. Restrictions on Borrowing or Selling Property. The Corporation shall not (1) use the real estate as collateral for any loan, (2) sell any real estate, or (3) lease for more than a two-year term any of its real estate without the prior approval of the Shenandoah Presbytery.

ARTICLE II

Directors

A. Board of Directors. The affairs of the Corporation shall be managed by its Board of Directors. The Board shall be comprised of **at least five (5) but not more than fifteen (15) Directors** - but this may be increased or decreased by amendment to these Bylaws by the then serving Board of Directors as later provided for herein.

B. Qualification of Directors. At least 75% of the Directors must be members of the Shenandoah Presbytery (or the churches thereunder). The remaining 25% of the Directors may be individuals who are not involved in the Presbyterian Church.

C. Terms of Directors. Directors shall serve for three years, except that the terms of the initial Board shall be staggered at the beginning so that approximately 1/3 of the Directors will rotate off the Board each of the first three years.

D. Directors. The Directors shall be elected for a three-year term by the existing Board at the Annual Meeting of the Board of Directors. Each Director elected shall hold office until their term is complete or until their earlier resignation or removal.

E. Term Limits. Directors may serve for no more than two consecutive terms, then must rotate off the Board for at least one year before being elected to another term.

F. Death/Resignation/Removal. Upon the death, resignation, or removal of a Director, the Board of Directors shall elect a new Director to fulfill the unexpired term of the Director who has died, resigned or been removed, to serve the unexpired term. A Director may be removed at any time and for any reason (with or without cause) by a two-thirds vote of the remaining Directors then serving. If a proposal is made to remove a Director, such Director shall be excluded from that meeting for purposes of deliberation and vote, but the Board shall attempt to give such Director an opportunity to present a defense before any such vote. Likewise, any Director may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or if no time be specified, at the time of its receipt by the President or Secretary.

G. Annual and Regular Meetings. The Annual Meeting of the Directors shall occur on the first Saturday of November (or at such other time as established by the Directors). Regular meetings of the Board of Directors shall be held at such time and place as determined by the Board. Written notice of such meeting shall be

sent by the Secretary at least five (5) days prior to the date of the meeting. All meetings of the Directors shall be at the principal office of the Corporation, unless at least two-thirds of the Directors then serving agree the meeting shall convene at some other location.

H. Special Meetings. Special Meetings of the Board may be called by the President (at any time for any reason) or by the Secretary upon the receipt of a written request signed by at least two (2) Members of the Board. Notice of such meeting shall be sent by the Secretary to each Director at least five (5) days and not more than sixty (60) days prior to the date of the meeting or notice by telephone at least three (3) days and not more than five (5) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting, and no other business shall be transacted thereat.

I. Quorum. A quorum for a meeting of the Board shall be a majority of the Board then serving. Members of the Board of Directors or any committee designated by the Board may participate in a meeting of such Board or committee by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting. The departure of any Director after a quorum is established for the meeting, as determined by the Chairman of the Board or other individual, shall not defeat the quorum or any action taken by the Board at the meeting after such departure. If, at the commencement of any meeting of the Board of Directors, there shall be less than a quorum present, a majority of those present may adjourn the meeting, and reschedule the same with the same notice requirements set forth above.

J. Voting. A majority of the votes cast at a meeting of the Board of Directors, duly called and at which a quorum is present, shall be sufficient to take or authorize action upon any matter which may properly come before the meeting, unless the concurrence of a greater proportion is required for such action by statute, the Articles of Incorporation, or these Bylaws. A Director may not vote by proxy, rather a Director may only vote if present (either in person or by telephone) at such meeting.

K. Action Without Meeting. Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing, setting forth such action, is signed by all of the Directors. Such consent shall have the same force and effect as a unanimous vote.

L. No Compensation of Directors. No Director shall be compensated for his/her services in such capacity. However, this shall not preclude the employment of any Director in another capacity.

M. Participation in Meetings. Directors may participate in meetings in person, by phone or video conference.

N. Notices. Notices may be sent to Directors at such addresses as provided by the Directors by mail, fax or email – with the preference being via email. Each Director shall notify the Corporation of any change of address. A Notice shall be deemed sent at such time as it is sent by the Corporation by mail, fax or email to the last known address of such person.

ARTICLE III

Officers

A. Officers. The officers of the Corporation, shall consist of the positions set forth below. Such officers shall be elected by a majority vote of the Directors then serving and shall hold office until his/her successor shall have been elected and qualified.

B. President. The President shall manage the affairs of the Corporation. The President shall preside at all meetings and appoint chairman of all committees. The President shall be a member, ex-officio, of all committees.

C. Vice President. The Vice President shall preside over all meetings and manage the affairs of the Corporation in the absence of the President.

D. Secretary. The Secretary shall keep an accurate record of all meetings of the Corporation and the Board and Members.

E. Treasurer. The Treasurer shall have charge of all money, keep accurate accounts of income and expenses and make necessary expenditures as authorized by the Board based upon Articles of Operation of CPR. The Treasurer shall give a report at each regular and each Annual Meeting.

F. Vacancies. Any vacancies occurring among the officers during the year may be filled for the unexpired term of office by a majority vote of the Board.

G. No Compensation of Officers. No Officer shall be compensated for his/her services in such capacity. However, this shall not preclude the employment of any Officer in another capacity.

ARTICLE IV

Committees

A. Executive Committee. The Executive Committee shall have and exercise the authority of the Board between meetings of the Board, except as otherwise expressly provided in these Bylaws. The Executive Committee shall consist of the President (who shall serve as Chairman of such Committee) and all other Officers.

B. Other Committees. The Board of Directors may, by a resolution adopted by a majority of the Directors in office, appoint one or more other committees - the composition of which shall be established by the Board.

C. Quorum. A majority of the members of a committee shall constitute a quorum for the transaction of business at any meeting thereof. The vote of a majority of the members of a committee present at a meeting at which a quorum is present shall constitute the action of the committee.

D. Action Without a Meeting. Any action required or permitted to be taken at a meeting of a committee may be taken without a meeting if a written consent, setting forth the action so taken, shall be signed by all of the members of the committee and filed with the minutes of proceedings of the committee.

E. Telephone Meetings. Members of committees may participate in a meeting by means of a conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other. Such participation shall constitute presence in person at the meeting.

F. Vacancies. Any vacancies occurring on the Executive Committee or any other committee may be filled by the President, and if the President does not act by the next Board meeting, then by a resolution adopted by a majority vote of the Board of Directors.

G. Removal and Resignations. Any member of the Executive Committee or any other committee may be removed at any time for any reason (with or without cause) by resolution adopted by a majority of the Directors. Any member of a committee may resign from the committee at any time by giving written notice to the Board of Directors or the President or Secretary of the Corporation. Unless otherwise specified therein, such resignation shall take effect upon receipt thereof by any Director.

H. Procedure. All committees established by the Board of Directors shall keep regular minutes of their proceedings and the chairperson of each committee shall report any actions taken to the Board of Directors at the next meeting thereof held after the committee meeting. The minutes of committee meetings shall be distributed to all members of the Board of Directors.

ARTICLE V

Indemnification

A. Indemnification. Unless expressly prohibited by law, the Corporation may (by a two-thirds vote of the disinterested Directors then in office) fully indemnify (as permitted by law) any person made, or threatened to be made, a party to an action, suit or proceeding (whether civil, criminal, administrative or investigative) by

reason of the fact that such person is or was a director, officer, committee person, employee or agent of the Corporation, against all expenses (including attorneys' fees), judgments, fines and amounts paid or to be paid in settlement incurred in connection with such action, suit or proceeding; provided, such person was not engaged in willful misconduct or a knowing violation of the criminal law.

- B. Insurance. The Corporation may purchase and maintain insurance to indemnify it against the whole or any portion of the liability assumed by it in accordance with this Article.

ARTICLE VI

Dissolution

The Corporation may be dissolved at any time by a two-thirds vote of the Board of Directors then serving. In the event of the dissolution of the Corporation, whether voluntary or involuntary or by operation of law, the assets of the Corporation **shall be distributed as provided for in the Articles of Incorporation (i.e. returned to the Shenandoah Presbytery)** as then in existence (or absent direction therein, then after payment of all lawful debts of the Corporation, its property and assets shall be given to one or more charitable organization/s described in Section 501(c)(3) of the Internal Revenue Code (as amended) as so selected by the Board of Directors).

ARTICLE VII

General Provisions

- A. Calendar. The fiscal year of the Corporation shall be a calendar year.
- B. Execution of Instruments. All checks or demands for money and notes of the Corporation shall be signed by such Officer or Officers or such other person or persons as the Board of Directors may from time to time designate.
- C. Amendments to Articles of Incorporation. Amendments to the Articles of Incorporation may be proposed by a two-thirds vote of the Board of Directors then serving. The resolution shall be submitted to the directors at a regular or Special Meeting - however, the notice shall state that at least one purpose of the meeting is to consider the proposed amendment and it shall be attached to the notice.
- D. Amendment to Bylaws. Amendments to the Bylaws (including amending the number of Directors to serve) may be made by a two-thirds (2/3) vote of the Directors then serving, provided fifteen (15) days written notice is given to the Directors of any meeting at which any such proposal shall be voted upon.

The foregoing Bylaws were adopted by the Board of Directors on _____, 2017.

Punker Robertson, Secretary

**Camp Paddy Run, Inc.
Unanimous Consent of Directors
in Lieu of Organizational Meeting**

The undersigned persons, being all of the initial directors of Camp Paddy Run, Inc. (the "Corporation"), acknowledge that they have consented to being named as initial directors and consent to the adoption of the following resolutions:

RESOLVED, the Bylaws annexed to this Consent are ratified, adopted and approved as the Bylaws of the Corporation and shall be filed with the minutes of the Corporation.

RESOLVED, the following initial directors are hereby elected for terms as shown below:

<u>Name</u>	<u>End of Term</u>
R. William Bayliss, III	12/31/2020
Punker Robertson	12/31/2020
Amy Tubbs	12/31/2020
Tom Widder	12/31/2019
Lori Orndorff	12/31/2019
Beth Thompson	12/31/2019
Sabra Veach	12/31/2018
Debbie Clem	12/31/2018
_____	12/31/2018

RESOLVED, that the fiscal year of the Corporation shall begin on January 1st and end on December 31st of each calendar year.

RESOLVED, that the following persons are elected to the offices set forth opposite their respective names, each to serve until the first annual meeting of this Board of Directors or until such person's successor is elected:

<u>Name</u>	<u>Office</u>
R. William Bayliss, III	President
Punker Robertson	Secretary
Amy Tubbs	Treasurer

RESOLVED, that the Corporation open one or more deposit accounts at the bank the church currently uses for deposit of the funds of the Corporation; that all the above officers are each authorized to sign checks drawn on such accounts.

RESOLVED, the Corporation accept conveyance to it of the real property heretofore owned by Shenandoah Presbytery, such property to be used, kept, and maintained by the Corporation as a camp, primarily for the benefit of the Shenandoah Presbytery.

RESOLVED, that the officers of the Corporation, any one of whom may act, are authorized and directed, on behalf of the Corporation, to pay all charges and expenses incident to or arising out of the incorporation of the Corporation and to reimburse the persons who made any disbursements therefore.

RESOLVED, that the officers of the Corporation, any one of whom may act, are authorized in the

name and on behalf of the Corporation to take such further actions, to obtain all licenses and permits, and to execute such additional documents, agreements, instruments and certificates as any such officer may deem necessary to enable the Corporation to conduct its business and to effectuate or carry out the purpose and intent of the foregoing resolutions.

This consent shall be effective as of the date the Articles of Incorporation became effective.

Date: _____

By: _____
R. William Bayliss, III, Director

Date: _____

By: _____
Punker Robertson, Director

Date: _____

By: _____
Amy Tubbs, Director

Date: _____

By: _____
Tom Widder, Director

Date: _____

By: _____
Lori Orndorff, Director

Date: _____

By: _____
Beth Thompson, Director

Date: _____

By: _____
Sabra Veach, Director

Date: _____

By: _____
Debbie Clem, Director

Date: _____

By: _____
, Director

**Articles of Incorporation of
Camp Paddy Run, Inc.**

Mission Statement

Camp Paddy Run is dedicated to provide a simple, natural setting where people of all ages can experience God's love through the beauty of His creation, the gift of family, and the joy of Christian fellowship as they grow in their faith journey with Jesus Christ.

The undersigned set forth the following for the purpose of forming a nonstock corporation under the provisions of Chapter 10 of Title 13.1 of the Code of Virginia:

Article 1) NAME. The name of the corporation is **Camp Paddy Run, Inc.**

Article 2) NO MEMBERS. The corporation shall have no members.

Article 3) DIRECTORS. The governing body of the corporation shall have full, exclusive and continuing authority to make management decisions for the corporation, and shall be designated as directors. The number of directors shall be nine (9). This number may be increased or decreased by amendment to the Bylaws. The directors will elect their successors. The initial directors shall be as follows:

<u>Name</u>	<u>Address</u>
R. William Bayliss, III	_____
Punker Robertson	_____
Amy Tubbs	_____
Tom Widder	_____
Lori Orndorff	_____
Sabra Veach	_____
Beth Thompson	_____
Debbie Clem	_____

Article 4) REGISTERED AGENT AND OFFICE. The name and business address of the initial registered agent (who is a resident of Virginia and a member of the Virginia State Bar) is as follows:

William A. Truban, Jr.
103 N. Braddock Street
Winchester, Virginia 22601
(City of Winchester - Virginia)

Article 5) PURPOSES. The corporation is organized for the following purposes:

A. The principal purpose of this corporation is to operate Camp Paddy Run for the benefit of the Shenandoah Presbytery (and its members, churches and congregations). The corporation may engage in all activities relating thereto as allowed by law and these Articles of Incorporation.

B. The corporation is organized exclusively for educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

C. The corporation is organized pursuant to the Virginia Nonstock Corporation Act and does not contemplate pecuniary gain or profits and is organized for nonprofit purposes.

Article 6) TAX LAW RESTRICTIONS. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article V hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Upon the dissolution of the corporation, assets shall be distributed to the **Shenandoah Presbytery, currently located in Harrisonburg, Virginia** (or such successor entity), if it is then in existence and qualifies as an IRS Section 501(c)(3) charity, and otherwise to those of its member churches which are then in existence and qualify as an IRS Section 501(c)(3) charity, and otherwise for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Witness the following signatures of all the directors of the Corporation at this time.

Dated: _____ By _____
R. William Bayliss, III, Incorporator/Director

Dated: _____ By _____
Punker Robertson, Incorporator/Director

Dated: _____ By _____
Amy Tubbs, Incorporator/Director

Dated: _____ By _____
Tom Widder, Incorporator/Director

Dated: _____ By _____
Lori Orndorff, Incorporator/Director

Dated: _____ By _____
Sabra Veach, Incorporator/Director

Dated: _____ By _____
Beth Thompson, Incorporator/Director

Dated: _____ By _____
Debbie Clem, Incorporator/Director

Dated _____ By _____

Covenant Agreement

This Covenant Agreement (“**Agreement**”) is entered into as of _____, 2017, between Camp Paddy Run, Inc. (“**CPR**”), and the **Shenandoah Presbytery** (“**SP**”).

- 1. The Camp.** SP currently owns and operates Camp Paddy Run, a Christian camp and retreat center located on approximately 376 acres (more or less) in the Shenandoah Valley, Virginia. The camp is dedicated to the glory of God, providing year-round facilities for recreation, worship, and spiritual growth.
- 2. Formation of CPR.** CPR has been formed as a Virginia not for profit corporation to carry on the camp’s mission as described above. CPR currently intends to apply to the Internal Revenue Service for recognition of exemption under Section 501(c)(3) of the Internal Revenue Code.
- 3. Transfer of the Camp.** SP will convey approximately 176 acres and \$1 to CPR on or about January 1, 2018. SP approval is required to (1) sell any of such real estate, (2) lease the land for more than a two-year term, and (3) use any land as collateral for a loan.
- 4. Reversion to SP.** If at any time CPR is dissolved, adjudicated bankrupt or insolvent, or has a receiver, liquidator, or trustee appointed by court order for CPR or any of its property, then its real and personal assets remaining after provision for payment of valid debts and liabilities shall be transferred to SP or its successor entity. For purposes of this Covenant Agreement, insolvency is defined as being unable to pay debts as they fall due in the usual course of business for a period of more than six consecutive months.
- 5. CPR Governance.** CPR is a separate legal entity and will be governed by its own Board of Directors and officers. SP has approved the initial Board of Directors during the formation of CPR. The CPR Board of Directors will select future replacement directors, consistent with the Articles of Incorporation and Bylaws of CPR. CPR agrees to promptly communicate to SP any changes to its Board of Directors, its Articles of Incorporation, or its Bylaws. The CPR Board of Directors will direct the operations, programs, and fund-raising activities for CPR and seek to fulfill CPR’s obligations under this Agreement.
- 6. Duties and Responsibilities of CPR to SP.**
 - a.** CPR covenants to offer staff leadership and physical facilities for appropriate training events, programs, seminars, and related activities, designed to address the mission of SP, its member churches, and its other organizations, including, if requested, hosting at least one Presbytery meeting each year. CPR will give priority consideration to the reservation requests of the Presbyterian Church (USA) congregations within the Presbytery as well as requests made by the Presbytery itself.
 - b.** CPR agrees to maintain the real property, fixtures, equipment, and tangible assets of CPR in good working order and repair and will make improvements as finances allow and need requires. CPR will also maintain an appropriate level of insurance.
 - c.** CPR will operate CPR according to its Bylaws. CPR will provide SP an annual program and financial report, prepared according to the Book of Order (presently §G-3.0113), along with periodic updates as necessary and appropriate or pursuant to request by SP. The financial audit will be a full audit every three years and a financial review in the years in between. CPR intends to have any SP funds transferred to CPR managed by the SP Corporation and remain in the custody of the SP Corporation.
 - d.** A majority (75%) of the CPR Board will be members of the Presbyterian Church (USA). CPR will notify the SP moderator and Presbytery office of the names of newly elected directors within one week of their election.

- e. CPR, through its Board and staff, will strive to provide:
 - i) programming and leadership to uphold the historic and ongoing focus of the Reformed tradition; and
 - ii) summer curriculum for elementary, junior and senior high for review by a group of Pastors and/or Christian Educators in the Shenandoah Presbytery to insure its conformity with The Presbyterian Church (USA) understanding of the Bible and its theology.

7. Duties and Responsibilities of SP to CPR.

- a. SP provides CPR an affiliation with the Presbyterian Church (USA) and recognizes CPR as an entity related to SP through this covenant. SP encourages the full use of CPR by Presbyterian individuals and churches. SP recognizes CPR as a mission outreach, sharing the Good News of Jesus Christ through a variety of programs, including ecumenical programs with multiple denominations.
- b. SP will encourage congregations and individuals to give CPR consideration as host site for its programs, retreats, and conferences as well as for Presbytery events.
- c. SP will support the mission of CPR by being well informed about its programs and policies.
- d. The CPR Board will respond to any request by SP within a timely manner.
- e. SP does not anticipate financially supporting CPR, but it will encourage SP churches and membership to participate in the financial support of CPR.

8. Amendment. This Agreement may be amended, superseded, or canceled, and the terms of this Agreement may be waived, only by a written instrument signed by each of the parties, or, in the case of a waiver, by the party waiving compliance.

IN WITNESS WHEREOF, the parties sign this Covenant Agreement, which is effective as of the date written above.

Shenandoah Presbytery

Date: _____

By: _____
Moderator

Date: _____

By: _____
Chairperson, Trustees

Camp Paddy Run, Inc.

Date: _____

By: _____
R. William Bayliss, III, President

Date: _____

By: _____
Chairperson, Board of Directors

Kearneysville Administrative Commission
Report and Recommendations

Commission Members: Rev Jonathan Bunker, Ruling Elder Eric Hulett, and Ruling Elder Carl Moore (Ruling Elder Betsy Donahoe was part of the Commission till she moved her membership to a church in the Presbytery of the James. She was replaced by Eric Hulett)

The congregation of the Kearneysville Presbyterian Church has experienced significant dissonance with the Presbyterian Church(USA) for a number of decades. The earliest found reference to their desire to depart from the denomination appears in 1999 session minutes when they invited representatives of the Presbyterian Church of America to make a presentation concerning their denomination. There was no subsequent report as to the result of that presentation. Throughout the early 2000's the congregation enjoyed the leadership of CRE's John Cushwa and Tom Forbes, though they continued to express the desire to sever their relationship with the PC(USA). In September of 2012 Tom Forbes resigned sensing that his commitment to the PC(USA) and the congregation's desire to depart from it were inhibiting viable ministry. Tom was the last Presbytery appointed and approved leader of the congregation.

Between September 2012 and today the congregation has sought pulpit supply from outside the PC(USA) and is currently served by lay preacher who is a former Presbyterian, Bobby Burkhart. They have not had a Moderator, nor have they had a Session that has actively met, nor Elders that have been regularly elected. The last set of Session Minutes are dated in 2009, and according to the congregation's report they cannot recall the last time they held an election of officers. Instead of a Presbyterian Polity they have developed a congregational approach to church government making decisions as a committee of the whole.

The congregation reports an active participation of 9 members, and 3 nonmembers. The AC was also provided names of 2 members who were infrequently active and several other who were not active at all. Attempts to contact those inactive were not successful. It is the findings of the AC that though these 12 individuals constitute a congregation of individuals seeking to faithfully serve the Lord and their community, they no longer constitute a PC(USA) Congregation and that they have no desire to be one. It is their intention to sever their ties with the PC(USA) and become an independent Bible Church that they have voted to name Kearneysville Bible Church. Therefore, as an Administrative Commission we recommend the following.

Recommendations:

1. That Presbytery approve the dissolution of the Kearneysville Presbyterian Church effective immediately and authorize the Stated Clerk to grant letters of transfer for any member that requests one and receive all available Session Records for deposit with the Presbyterian Historical Society.
2. That the Presbytery transfer by quitclaim deed the church building and adjoining cemetery to the newly formed Kearneysville Bible Church.
3. That Shenandoah Presbytery retain from the assets held in trust for the Denomination by the former congregation a sum of \$11,500 (see rationale below).
4. Following the successful conclusion of all legal matters related to recommendations 2 and 3 the Presbytery dissolve the Administrative Commission.

Rational: The Kearneysville congregation is a small congregation with limited assets. See below a breakdown of those assets. In our conversations with the members of the congregation it became clear that they have a desire to continue and grow their ministry in their community, though they recognize the challenges before them having a predominantly older retired congregation. It was the intent of the AC to reach a settlement with the congregation that both honored their Presbyterian heritage that goes back generations and at the same time leave them in a position to continue their ministry which they wanted to do in the building many of them had worshiped in from childhood. As we discussed the formulation of a settlement the congregation suggested giving 10% of their assets. The AC applied that figure as a way of formulating a possible settlement to their assets and reached a round figure of \$11,500. Such a settlement leaves the congregation with a financial foundation to develop and grow their ministry while providing resources to the Presbytery to continue its Ministry and Mission in the world. The settlement amount was proposed to the congregation in July of 2017 and was accepted in August 2017 without counter. The congregation's assets are as follows

\$23,995 in their general operating account (a majority of these monies is comprised by the funds the congregation received from the Heitt Bequest that was left by Mrs. Betty Heitt to the small congregations of the old Winchester Presbytery. The congregation chose to receive the fund though they no longer identified with the Presbytery or the Denomination. To their credit the congregation did comply with the request made by the Presbytery that all congregations receiving the funds title 10% of the funds to the Mission work of the Presbytery.)

\$ 5,708 held in a CD.

\$86,200 in property (figured reached on the basis of the assessed tax value of the land and building) The property consists of a the church building and a small cemetery. (The legal documents being prepared will include the assumption of responsibility for the cemetery by the newly formed Kearneysville Bible Church and the release of Shenandoah Presbytery from any responsibility for its future care and maintenance.) The total of these assets comes to \$115,903.

This Report is respectfully submitted by the Administrative Commission.

REPORTS FOR INFORMATION ONLY

Committee on Relational Ministry (CRM)

FOR INFORMATION:

Received written annual reports from members-at-large and those serving in validated ministries.

ACTIONS TAKEN:

- A. Approved a revised contract through August 31, 2018, between the Broadway Session and Teaching Elder Joan Wilson that reduced Joan's hours and monthly salary.
- B. Approved renewing the supply contract between the Mt. Carmel Session and Teaching Elder Olivia Haney from January 1-December 31, 2018.
- C. Approved renewing the supply contract between the Nineveh Session and Teaching Elder Randy Webb from January 1-December 31, 2018.
- D. Approved renewing the supply contract between the Williamsville Session and Teaching Elder Punker Robertson from January 1-December 31, 2018.
- E. Approved renewing the supply contract between the Zetta Session and Teaching Elder Stan Farthing from January 1-December 31, 2018.
- F. Approved renewing the supply contract between the Elkton Session and Teaching Elder Andrew Wing from January 1-December 31, 2018.
- G. Approved renewing the commissioned ruling elder contract between the Tabler Session and CRE William Moore from January 1-December 31, 2018.
- H. Approved renewing the supply contract between the Pines Chapel Session and Honorably Retired Teaching Elder Joe Condro from January 1-December 31, 2018.
- I. Approved renewing the commissioned ruling elder contract between the Slanesville Session and CRE Michele Elliott from January 1-December 31, 2018.
- J. Approved renewing the commissioned ruling elder contract between the Goshen, Millboro, and Rocky Spring sessions and CRE Bobby Spurgeon from January 1-December 31, 2018.
- K. Approved renewing the commissioned ruling elder contract between the Glen Kirk Session and CRE Isca Mitchell from January 1-December 31, 2018.
- L. Approved renewing the supply pastor contract between the Smyrna Session and Honorably Retired Teaching Elder Henry Scoggins from March 12, 2018-March 11, 2019.
- M. Approved renewing the parish associate contract between the Falling Waters Session and Honorably Retired Teaching Elder Carl Howard from January 1-December 31, 2018.
- N. Appointed the following mentors: Betty Dax to Kevin Channell and George Chapman to Thomas Carrico.
- O. Approved the request from the Clear Brook and Zetta churches for waiver of elder rotation for 2018.
- P. Approved transferring Teaching Elder Steve Willis to the Presbytery of the Peaks, upon receipt of request from the Stated Clerk of The Peaks.
- Q. Transferred Teaching Elder Jonathan Bromhead to the PCA effective December 14, 2017.
- R. Transferred Teaching Elder Connie Dorn to Northern Waters Presbytery effective December 14, 2017.
- S. Transferred Teaching Elder John Mathison to National Capital Presbytery effective December 14, 2017.
- T. Transferred Teaching Elder Paul O'Gorek to the PCA effective December 14, 2017.

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