

**Minutes of the  
196<sup>th</sup> Stated Session**

**of the  
PRESBYTERY OF SHENANDOAH**

**February 28, 2023  
Via Zoom**

**NEXT STATED SESSIONS**

**Saturday, May 20  
In-person  
Location to be determined**

**Tuesday, August 22  
Via Zoom**

**Saturday, November 4  
In-person  
Location to be determined**

**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.**

**SHENANDOAH PRESBYTERY  
DIRECTORY**

Teaching Elder April Cranford ..... Moderator 2023  
[wpcpastor@lumos.net](mailto:wpcpastor@lumos.net)  
Ruling Elder William North ..... Vice-Moderator 2023  
[billnorth48@gmail.com](mailto:billnorth48@gmail.com)  
Teaching Elder Bronwen Boswell ..... General Presbyter/Stated Clerk  
[presbytersc@shenpres.org](mailto:presbytersc@shenpres.org) Ext 101  
Teaching Elder Nancy Meehan Yao ..... Associate General Presbyter  
[assocgp@shenpres.org](mailto:assocgp@shenpres.org) Ext 102  
Ken Smiy ..... Treasurer  
Kimberly T. Stroupe ..... Administrative Assistant  
[kims@shenpres.org](mailto:kims@shenpres.org) Ext 103  
Heather Carter ..... Funds Administrator  
[bookkeeper@shenpres.org](mailto:bookkeeper@shenpres.org) Ext 104  
Ruling Elder Donna Lanaghan ..... Communications Administrator  
[shenpres@shenpres.org](mailto:shenpres@shenpres.org) Ext 100

SHENANDOAH PRESBYTERY OFFICE  
POB 1146, Harrisonburg VA 22803  
Telephone: 540-433-2556 [shenpres@shenpres.org](mailto:shenpres@shenpres.org)

SHENANDOAH PRESBYTERY CORPORATION  
c/o Atlantic Union Bank, P.O. Box 1268, Staunton, VA 24402-1268

Current Officers

Kenneth Miller, President  
James Lunde, Vice President  
Alan Garrison, Secretary  
Linnea J. Spradlin, Treasurer

Advisory Members

Brown Edwards & Company, LLP,

**CANDIDATES FOR MINISTRY OF THE WORD AND SACRAMENT**

Mark Dewey	Home Church – Winchester First
Bobby “Chance” Snell	Home Church – Tinkling Spring

**INQUIRERS FOR MINISTRY OF THE WORD AND SACRAMENT**

Hannah Altman	Home Church - Warrenton
Benjamin Kent	Home Church – Warrenton
Deborah Romano	Home Church - Shepherdstown
Cassandra Semler	Home Church – Tuscarora
Kimberly Shank	Home Church – Mossy Creek

## **GOVERNING BODIES**

### **Synod of the Mid-Atlantic**

3601 Seminary Avenue

Richmond, VA 23227

804-342-0016

[www.synatlantic.org](http://www.synatlantic.org)

### **Office of the General Assembly**

100 Witherspoon St.

Louisville, KY 40202-1396

502-569-5000

888-728-7228

[www.pcusa.org](http://www.pcusa.org)

**PRESBYTERY OF SHENANDOAH  
MINUTES OF THE 196<sup>th</sup> STATED MEETING**

The 196<sup>th</sup> Stated Meeting of the Presbytery of Shenandoah was called to order via Zoom at 9:30 a.m. on Tuesday, February 28, 2023. Outgoing Moderator David Howard led in prayer.

**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	Supply	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	MAL	Minister-at-Large	VM	Validated Ministry
DP	Designated Pastor	OM	Overseas Missionary	WC	Without Charge

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

A	Allen, Donald R., Jr.	HR		
E	Atwood, Roxana M.	HR		
A	Barner, Ann Elizabeth	HR		
A	Barner, Fred Thomas	HR		
P	Bethard, John T.	P	Charles Town	Kathryn Shue
P	Blunk, Joel T.	VM		
P	Boswell, Bronwen W.	GP/SC		
P	Boswell, Howard W., Jr.	P	Buena Vista	Stewart MacInnis
E	Boyer, Grace Jones	HR		
E	Brandon, Joseph C.	HR		
E	Bridgman, Stewart G.	HR		
E	Brownlee, J. Malcolm	HR		
P	Bunker, Jonathan W.	P	Berryville	Absent
P	Burkley, Julia H.	AP	Opequon	
P	Burnett, Dennis D.	HR		
E	Caperton, William G.	HR		
P	Carr, Gwendolyn B.	Supply	Buffalo Gap, Craigsville	
		PA	Trinity	
P	Carrico, Thomas J., Jr.	P	Finley Memorial	Absent
E	Cathcart, C. Stevens	HR		
A	Channell, Kevin J.	P	Petersburg	JoAnn Harman
P	Clark, Casey R.	COP	New Monmouth	Absent
P	Clark, Rachel F.	COP	New Monmouth	
A	Conrad, Scott A.	Supply	Hot Springs & Millboro	
A	Corder, William "Lee"	ML		
E	Cornish, Homer T.	HR		
E	Cox, C. William	HR		
A	Craft, John K.	P	Bethany	Blair Carter
P	Cranford, April H.	P	Westminster	Bethany Popelish
A	Crannell, J. Scott	ML		
P	Crumley, Rachel	P	Tuscarora	Eric Hulett
P	Cushwa, John W.	HR/Supply	Falling Waters	
P	Dax, Betty G.	HR		
P	Dent, William H., Jr.	HR		
E	Dietrich, Richard S.	HR		
A	Ditzel, Andrew J.	P	Lexington	Absent
E	Donohoe, Patricia A.	HR		
E	Douty, Horace D.	HR		

A	Edwards, Karen S.	ML		
P	Evans, Caroline B.	P	Front Royal	Absent
E	Evans, George W.	HR		
P	Everhart, William G.	Chap	Westminster-Canterbury	
P	Farthing, Stanley H.	P	Augusta Stone	Bennie Marshall
P	Fetterman, Amy	ML		
E	Fisher, Merle L., Jr.	HR		
P	Forbes, Thomas H.	HR/Supply	Bunker Hill	
E	Franklin, John S.	HR		
E	Goodman, William R., Jr.	HR		
E	Goshorn, Robert D.	HR		
P	Greenawalt, Karen J.	P	Gerrardstown	Judith Becker
P	Groome, Thomas P., III	HR		
P	Hamburger, Rachel E.	Supply	Smyrna	
A	Harmon, Melissa L.	ML		
P	Hay, Kevin W.	P	Middletown	Absent
E	Hay, Thomas D.	HR		
P	Held, Ann Reed	HR		
E	Hellmuth, Barton L.	HR		
A	Hendy, Susanna	ML		
A	Hill, Richard H.	HR		
A	Hill, Robert S., Jr.	HR		
P	Hill, Sarah L.	HR/Supply	Mt. Carmel	
P	Holben, Sara A.	HR		
P	Holden, Thomas J., III	HR		
P	Hopkins, E. Reed	P	Loch Willow	Peggy Barss
E	Howard, Carl D.	HR		
P	Howard, David D.	P	Strasburg	Kathryn Volpini-Holland
P	Hoy, Caitilin R.	P	Waynesboro Second	Absent
A	Hunt, Patricia	HR		
P	Hutcheson, Fletcher, Jr.	P	Circleville Seneca Rocks	Absent Absent
A	Inglis, J. Leslie	HR		
E	Johns, James E.	HR		
E	Kave, Jacob R.	ML		
E	Klein, Deborah H.	HR		
E	Klein, William M.	HR		
P	Lanaghan, Patrick R.	P	Timber Ridge	Arthur Kuehne
P	Langdon, J. Bradford	HR/Supply	Tabler	
A	LaPrade, Lester N., Jr.	HR		
A	Lawton, James S.	HR		
E	Lown, John W.	HR		
E	Lowrance, William J.	HR		
P	Lunde, James E., II	P	Warrenton	Amanda Stephens
E	Macbeth, Bruce A.	HR		
A	Martin, Tracie E.	PA	Opequon	
P	McCoig, Dan M., Jr.	P	Winchester First	Patricia Grosso Vicki Mercer
P	McDonald, John L.	IP	Mt. Horeb	
P	Mitchell, Loren T.	P	New Providence	Mary Linda Wolfe
E	Moore, William L.	OM		
E	Newman, Howard A.	HR		
P	Newquist, Gusti L.	P	Shepherdstown	Deborah Romano
A	Noll, Frederick E.	HR		
P	Normington, Seth A.	P	Cooks Creek	Gerald Harper
P	Osborne, Robert S.	HR		
E	Ott, Teresa M.	VM		
E	Owen, Jan G.	HR		
E	Painter, William L., Jr.	HR		

A	Pattison, Carl F.	HR		
P	Peterson, John C.	P	Covenant	Eileen Cooper Janey Terry Doug Smith
P	Pettit, Ann R.	COP	Massanutten	
E	Pettit, Patrick S.	IP	Waynesboro First	
P	Phillips, Keith A.	COP	Massanutten	
A	Poland, Ernest L. Jr.	Supply	Second Opequon	
E	Pollock, Richard	HR		
P	Potter, Ronald R.	HR		
E	Price, Norman G.	HR		
P	Pyles, Elizabeth A.	P	McDowell	Absent
P	Rascoe, Clayton T.	VM	Massanetta Springs	
P	Rascoe, Kathryn R.	IP	Bridgewater	
E	Rhyne, C. Thomas	HR		
E	Robertson, Helen	Supply	Fairfield & Williamsville	
E	Ross, Anne M.	HR		
P	Ryan, Patrick S.	P	Tinkling Spring	Debra Fitzgerald O'Connell
A	Sale, M. Anderson	HR		
A	Shearer, J. David	ML		
A	Sherman, H. Wray	HR		
E	Sieck, Philip L.	HR		
P	Singleton, Jacob R.	P	Staunton Third	Absent
E	Slider, C. Richard II	HR		
A	Smith, Alexa A.	ML		
A	Smith, Evan R.	P	Staunton Second	Absent
P	Smith, James M.	P	Mossy Creek	Absent
E	Smith, Nancy A.	HR		
P	Smith Patman, Jacqueline	IP	Hermitage	
P	Smith, Vanessa M.	P	Hedgesville	Greg Hartness
P	Sommer, Philip W.	HR		
P	Sorge, Stephanie	P	Trinity	Richard Orem
E	Stanley, Arthur L.	HR		
E	Stephens, Millard M.	HR		
A	Summers-Minette, Teresa L.	HR		
A	Swezey, Charles M.	HR		
E	Symons, Charles D., Jr.	HR		
E	Thomas, Aaron Lee	P	Olivet	Absent
P	Thomas, Amanda M.	AP	Winchester First	
A	Thornton, Joel P.	P	Ivanhoe Wardensville	Absent Absent
A	Tongen, Harold M.	HR		
E	Tremba, Randall W.	HR		
P	Vaughan, Robert C.	P	Romney	Jeannie Hampton
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		
P	Wilson, Joan M.	HR		
E	Wilson, Stanton R.	HR		
E	Wing, Andrew P.	VM		
P	Witt, David R.	P	Opequon	Mary Himelright Susan Ritter Tom Widder
P	Yao, James C.	P	Moorefield	
P	Yao, Nancy Meehan	AGP		
A	Young, James M.	HR		

CHURCHES WITHOUT INSTALLED PASTORS

Ben Salem	Absent
Berkeley Springs	Absent

Bethel	Dave Schooley
Bethesda	Absent
Beulah	Absent
Bloomery	Nancy Bender
Bridgewater	Beverly Carver
Broadway	Absent
Buckton	Cynthia Mumaw
Buffalo Gap	Absent
Bunker Hill	Janice Nolan
Burlington	Excused
Burnt	Absent
Clear Brook	Absent
Collierstown	Absent
Craigsville	Absent
Elk Branch	Absent
Elkton	Franci Edwards
Fairfield	Debbie Lucas
Falling Waters	Diana McKinley
Franklin	Kimberly Kline
Glen Kirk	Absent
Goshen	Absent
Halltown	Absent
Hebron	Absent
Hermitage	Absent
Highland Memorial	Absent
Hot Springs	Absent
Immanuel	Absent
Keyser	Absent
Little Falls	Absent
McCutchen	Absent
Millboro	Absent
Monterey	Brit Chambers
Mount Carmel	Mary Jane Mutispaugh
Mount Hope	Hazel Morrell
Mount Horeb	Kathy Quimby
Mount Joy	Absent
Mount Olive	Lois Howe
Mount Storm	Absent
Nineveh	Thomas Van Meter
Oxford	Absent
Piedmont	Kermit Becker
Pines Chapel	Absent
Rocky Spring	Absent
Ruddle	Absent
Second Opequon	Absent
Slanesville	Denise Rouse
Smyrna	Absent
Springfield	Excused
Staunton First	Absent
Sunnyside	Elton Fahnestock
Tabler	Hank Hogmire
Tomahawk	Brad Noll
Union	Absent
Waynesboro First	Michael Cunningham
Williamsville	Absent
Woodstock	Jerry Germroth
Zetta	Sharon Doyle



**VOTING RULING ELDERS:**

Commissioned Ruling Elders

- |                   |                   |                    |
|-------------------|-------------------|--------------------|
| P Deborah Beam    | A Michele Elliott | A Stephanie Harris |
| P Judy Hensley    | P Mark Johnson    | P David Omps       |
| P Macarthur Payne | E Linda Reece     | P Bobby Spurgeon   |
| A Paul Wolverton  |                   |                    |

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

- |                                      |                         |
|--------------------------------------|-------------------------|
| P William North, Vice-Moderator, CPC | P Donna Lanaghan, Staff |
|--------------------------------------|-------------------------|

**NON-VOTING VISITORS:**

Candidates

Mark Dewey

Visiting Ministers

Abby Butler-Cefalo, RISE/UKirk Campus Minister	Henry Scoggins, Western North Carolina
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Presbytery Staff

Kim Stroupe

Visitors

Mark Facknitz	Nancy Hopkins-Garris	Penny Lee
Jane Runyon	Bob Schminsky	JoAnne Sharp
Kay Swisher		

Teaching Elders = 62 Voting Ruling Elders = 58 Additional Guests = 11 TOTAL = 131

**WELCOME**

The Outgoing Moderator welcomed everyone to the Zoom meeting of the Presbytery of Shenandoah. It was noted that Abby Butler-Cefalo will be present for the Committee on Educational Resources report.

**DOCKET**

The docket was approved as distributed. See page 10.

**STATED CLERK REPORT**

Teaching Elder Bronwen Boswell gave the following report, *which was approved:*

I. FOR INFORMATION:

- A. Please see pages 32-33 for informational reports from the Coordinating and Planning Commission and the Committee on Presbytery Administration.
- B. 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 2021: William Everhart (TE) and Andy Sale (TE)
  - Class of 2019: John Peterson (TE) and Beth Smith (RE)
  - Class of 2017: David Howard (TE) and Creigh Deeds (RE)
  - Class of 2015: Ed Brown (RE)
  - Class of 2013: Phil Sommer (TE)

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 approve the minutes from the November 15, 2022, Presbytery Meeting as distributed.
- C. That Presbytery receive the financial summary for the year ending December 31, 2022, as found on pages 11-16.
- D. That Presbytery receive the financial review for the year ending December 31, 2022, as found on page 17.
- E. 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 2023 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 2023, you are counted and expected to attend Presbytery.)

Roxanna Atwood	Joe Brandon	Malcolm Brownlee
Bill Caperton	Steve Cathcart	Bill Cox
Rick Dietrich	Pat Donohoe	Horace Douty
Merle Fisher	Bart Hellmuth	Carl Howard
John Lown	William Lowrance	Bill Painter
Tom Rhyne	Nancy Smith	Charlie Symons
Randy Tremba	Jack Wilkers	

- F. 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 2023 (for ministers as of 12/31/22 and church membership as of 12/31/2021

**TEACHING ELDERS:**

Total Enrollment of Teaching Elders, 12/31/2022 ..... 141

**Active Participants**

Installed Pastors ..... 44  
 Interims and Supplies ..... 14  
 Serving in other validated ministries ..... 5  
 Parish Associates ..... 3  
 Members at Large ..... 8  
 Resident Honorably Retired (not inactive or infirm) ..... 23  
**Total Active Participants** ..... 97

**Non-participants for 2023**

Resident Honorably Retired requesting to be inactive ..... 20  
 Resident Honorably Retired who are infirm ..... 3  
 Honorably Retired living outside the bounds of presbytery ..... 20  
 Overseas Personnel ..... 1  
**Total Non-Participants** ..... 44

**TOTAL TEACHING ELDERS PARTICIPATION** ..... 97

**RULING ELDERS:**

Ninety-five congregations send one ruling elder ..... 95  
 Three congregations send two ruling elders: Covenant, Opequon, Winchester 1<sup>st</sup> ..... 6  
 Commissioned Ruling Elders for Particular Pastoral Services ..... 11  
 Certified Christian Educators serving ..... 0  
 Presbytery staff ..... 1  
 Ruling elders serving on Coordinating and Planning Commission ..... 1  
**TOTAL POTENTIAL RULING ELDERS PARTICIPATION ..... 114**

*CONCLUSION: No imbalance exists for 2023*

**ASSOCIATE GENERAL PRESBYTER**

Teaching Elder Nancy Meehan Yao reminded the Body that the Presbytery is ready, willing, and able to assist congregations as they seek their future ministry.

**WORSHIP**

Today’s Worship included many participants from across the Presbytery reading scripture, leading in prayer and music. Worship included a video from a previous service held at Trinity Church led by RISE U/UKirk students from local universities. Following Scripture Readings from Matthew 6:25-34 and Psalm 20:7, Campus Minister Abby Butler-Cefalo gave a sermon focusing on trusting in the Lord for all things.

**READING OF NECROLOGY REPORT**

Teaching Elders April Cranford and David Howard read the names of those ruling and teaching elders who passed in 2022. The written report can be found on pages 18-20.

**INSTALLATION OF 2023 MODERATOR**

Outgoing Moderator David Howard led the installation of the 2023 Moderator, April Cranford, Teaching Elder of Westminster Church. Moderator Cranford presided over the remainder of the meeting.

**RECOGNITION OF OUTGOING MODERATOR**

Teaching Elder Bronwen Boswell, General Presbyter/Stated Clerk took a moment to recognize Teaching Elder David Howard who served the Presbytery diligently as Moderator for 2022. Bronwen presented David with an engraved Celtic cross along with a few personal gifts.

**COMMITTEE ON EDUCATIONAL RESOURCES**

Teaching Elder Tommy Carrico, Chair, noted a few upcoming deadlines found in the written report on pages 21-24. TE Carrico introduced Abby Butler-Cefalo, Campus Minister for RISE U, who spoke of the importance of campus ministry. TE Carrico prayed for the ministry of RISE U.

**COMMITTEE ON MISSION AND OUTREACH**

Commissioned Ruling Elder Bobby Spurgeon, Chair, noted that Valley Open Doors is in need of supplies. [www.valleyopendoors.org](http://www.valleyopendoors.org). Teaching Elder Reed Hopkins introduced a new mission opportunity in the Illubabor Bethel Synod, Terfa Jarso Theological Seminary. More details to follow.

**COMMITTEE ON NOMINATIONS**

Teaching Elder David Witt, Co-Chair, gave the following report, *which was approved*:

**RECOMMENDATION:**

That Presbytery approve the following to serve:

Committee on Church Vitality and Transformation

Class of 2025: Jaci Smith Patman, Interim Hermitage Church, also serve as chair  
Helen “Punker” Robertson, supply Fairfield & Williamsville churches

Committee on Mission and Outreach

Gwen Carr to serve as Co-Chair

Committee on Pastoral Transition

Class of 2025: Debbie Beam, CRE Franklin & Ruddle churches  
Dennis Burnett, Supply Woodstock Church  
Rich Crow, RE Warrenton Church

Synod of the Mid-Atlantic

Teresa Harris, RE Trinity Church, filling one-year term for Kim Kline

*There were no nominations from the floor.*

**COMMITTEE ON RELATIONAL MINISTRY**

Teaching Elder Howard Boswell, Chair, referenced their written report found on page 25.

Teaching Elder Howard Boswell introduced Teaching Elder Joel Blunk who has recently moved to the area from Richmond, Virginia. TE Blunk was asked to give a bit of background and explain the ministry of spiritual direction. There were a few questions from the floor.

Teaching Elder Howard Boswell introduced Teaching Elder Sara Holben who has recently moved to the area from Wilmington, Delaware. TE Holben was asked to give a bit of background and her plans of ministry since retirement. There were no questions from the floor.

**COMMITTEE ON PREPARATION FOR MINISTRY**

Teaching Elder Kate Rascoe, Chair, referenced their written report found on page 26.

Ruling Elder Mark Facknitz introduced Mark Dewey who was recently moved to candidacy by the Committee. Mr. Dewey was asked to give a bit of background. There were no questions from the floor. TE Rascoe led in prayer for Mark’s ministry.

**COMMITTEE ON NEW CONGREGATIONAL DEVELOPMENT**

Teaching Elder Karen Greenawalt, Chair, reported from the newest worshipping community, Community Cup in Martinsburg, West Virginia, and gave a walk-through of the space.

**COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION**

Teaching Elder Jaci Smith Patman, Chair, gave a brief verbal report of the work of CCVT. New Monmouth Church received funds from the CCVT innovative worship grant to purchase a set of drums and a brief video was shown using the drums during praise and worship.

**COMMITTEE ON PASTORAL TRANSITION**

Teaching Elder Amy Fetterman, Vice-Chair, referenced their written report found on page 27.

## **PROPOSED AMENDMENTS TO THE CONSTITUTION**

Teaching Elder Bronwen Boswell, General Presbyter-Stated Clerk, gave instructions for voting on the proposed amendments. TE Boswell noted that following the Zoom discussion held on February 21, the following amendments were removed from the Omnibus Motion 22-A, B, E, and I. Ruling Elder Kermit Becker asked to remove Amendment 22-P. *The omnibus motion to approve Amendments 22-C, D, F, G, H, and J-GG was approved 91-3.*

## **ADMINISTRATIVE COMMISSION TO BETHEL CHURCH**

Ruling Elder Stewart MacInnis, referenced their written report found on pages 28-31. There were no questions from the Body. The following motion was approved 86-2:

*That the Presbytery approve in full the Memorandum of Understanding to dismiss Bethel Presbyterian Church to the Covenant Order of Evangelical Presbyterians (ECO), and that it dissolve the administrative commission upon the completion of transactions outlined in that document.*

Moderator April Cranford led the Body in prayer for the Bethel Church and the Administrative Commission.

## **ADJOURNMENT**


The meeting adjourned at 12:27 p.m. with prayer by the Moderator. The Presbytery will meet in-person on May 20, 2023, place to be determined.

April Cranford, Moderator

Bronwen Boswell, Stated Clerk

Kim Stroupe, Recording Clerk

DOCKET

- 9:30 a.m. Call to Order & Prayer
- 9:35 a.m. Determining a Quorum  
Procedural Rules  
Welcome, Introduction of Guests, and Seating of Corresponding Members  
Adoption of the Docket  
Report of the Stated Clerk – TE Bronwen Boswell  
Report of the Associate General Presbyter – TE Nancy Meehan Yao
- 9:50 a.m. Worship
- QR code for online giving  
UKirk
- 
- 10:35 a.m. Installation of Moderator
- 10:45 a.m. Committee on Education Resources, TE Tommy Carrico
- 11:00 a.m. Committee on Mission and Outreach, CRE Bobby Spurgeon
- 11:05 a.m. Committee on Nominations, TE David Witt
- 11:10 a.m. Committee on Relational Ministry, TE Howard Boswell
- 11:25 a.m. Committee on Preparation for Ministry, TE Kate Rascoe
- 11:40 a.m. Committee on New Congregational Development, TE Karen Greenawalt
- 11:50 a.m. Committee on Church Vitality and Transformation, TE Jaci Smith Patman
- 11:55 a.m. Committee on Pastoral Transition, TE Amy Fetterman
- 12:00 p.m. Omnibus Motion for Proposed Amendments to the Constitution
- 12:15 p.m. Administrative Commission to Bethel Church
- 12:30 p.m. Anticipated Adjournment

	Actual Twelve Months December 31, 2022	2022 Twelve Month Budget	Remaining Budgeted Funds	% Used
<b>Resources Provided by:</b>				
		\$ (513,698.72)		
Acceptances from Congregations	\$ 466,056.18	\$ 466,056.18	\$ -	100%
Supplemental Income from Corporation	\$ 69,500.00	\$ 69,500.00	\$ -	100%
Total	\$ 535,556.18	\$ 535,556.18	\$ -	
<b>Resources Used for:</b>				
Church Vitality & Transformation CCVT	\$ -	\$ 1,000.00	\$ 1,000.00	0%
Educational Resources CER	\$ 4,825.82	\$ 6,500.00	\$ 1,674.18	74%
Mission and Outreach CMO	\$ 9,767.97	\$ 11,300.00	\$ 1,532.03	86%
Presbytery Administration CPA				
GA - Per Capita	\$ 92,206.64	\$ 92,206.64	\$ -	100%
Synod - Per Capita	\$ 11,808.20	\$ 11,808.20	\$ -	100%
GA - Shared Mission Support	\$ 4,000.00	\$ 4,000.00	\$ -	100%
Synod - Shared Mission Support	\$ 200.00	\$ 200.00	\$ -	100%
Total to GA and Synod	\$ 108,214.84	\$ 108,214.84	\$ -	100%
Occupancy	\$ 33,748.54	\$ 34,000.00	\$ 251.46	99%
Office Expenses	\$ 26,933.88	\$ 27,500.00	\$ 566.12	98%
Presbytery	\$ 364.93	\$ 3,500.00	\$ 3,135.07	10%
Personnel Expenses	\$ 372,403.99	\$ 383,408.88	\$ 11,004.89	97%
Total CPA	\$ 433,451.34	\$ 448,408.88	\$ 14,957.54	97%
Preparation for Ministry CPM	\$ 573.06	\$ 1,000.00	\$ 426.94	57%
Pastoral Transition CPT	\$ 313.41	\$ 6,000.00	\$ 5,686.59	5%
Relational Ministry CRM	\$ 159.03	\$ 775.00	\$ 615.97	21%
Total	\$ 557,305.47	\$ 583,198.72	\$ 25,893.25	96%
	\$ (21,749.29)	\$ (47,642.54)		

Restricted Net Assets as of December 31, 2022		
Cmte on Church Vitality & Trans		
Church Redevelopment Reserve		3,200.00
Innovations in Worship Grant		4,559.91
<b>Total Cmte on Church Vitality &amp; Trans</b>		<b>7,759.91</b>
Cmte on Educational Resources		
Blue Funds		10,769.00
Brown & Hogshead		675.00
Harry S McClung		3,113.00
Peacemaking % Retained		16,097.27
Thomas & Martha Grafton		653.77
Women in Community(SacremeLife)		4,594.68
Youth Council - SPYCE		3,552.27
<b>Total Cmte on Educational Resources</b>		<b>39,454.99</b>
Cmte on Mission & Outreach		
Baja Mission Trip		
2023 Baja Mission Trip		8,904.60
<b>Total Baja Mission Trip</b>		<b>8,904.60</b>
Domestic Mission Work		11,695.55
Foreign Mission Work		10,681.98
Hunger		
Hunger Funds		15,687.10
<b>Total Hunger</b>		<b>15,687.10</b>
Living Waters Team		
Water Projects - Undesignated		33,696.89
EI AyalEscuelaOficialRuralMixta		467.59
WP-ComalaaEscuelaTecnicoChixot		467.59
WP-Guat.SantiagoAtitlan,Iglesia		1,043.29
EI Sinaca IglesiaAsambleaDeDios		467.59
Iglesia Christiana Y Misionera		50.00
<b>Total Living Waters Team</b>		<b>36,192.95</b>
Moffett Grant		12,476.00
Partnership Committee		
2022 Ethiopia Travel Carryover		529.56
ESL - Project Funds		4,918.29
Ethiopian Banquet		328.31
Female Seminary Students		500.00
iCARE Gore Home		
iCARE - Sponsorships		10,798.00
Wakjira Haile Scholarhsip		83.16
<b>Total iCARE Gore Home</b>		<b>10,881.16</b>
Katta Congregation Ethiopia		1,000.00
Metu Congregation in Ethiopia		1,000.00
<b>Total Partnership Committee</b>		<b>19,157.32</b>
Partnership Discretionary		1,535.39
Ramsey Fund		11,114.81
<b>Total Cmte on Mission &amp; Outreach</b>		<b>127,445.70</b>



Cmte on New CongregationalDevel	
H'burg 1st to CNCD	77,000.67
Total Cmte on New CongregationalDevel	77,000.67
Cmte on Pastoral Transition	
CRE/ARE Annual Meeting	919.37
CRE/ARE Mentor Training	520.67
CRE/ARE Training Program	3,589.57
CRE/ARE Vocational Assessments	664.35
McClung - CAT WALK Training	3,544.77
Total Cmte on Pastoral Transition	9,238.73
Cmte on Prep for Ministry	
CPM Discretionary	557.09
Total Cmte on Prep for Ministry	557.09
Cmte on Presbytery Administrati	
Barnabas Fund	2,200.00
Martinsburg First Settlement	8,494.07
sale of 1111 North Main Street	488,715.64
2023 Server Replacement	20,060.91
2023 Budget Supplement	122,204.50
2023 Acceptance paid in 2022	4,381.98
Continuing Education	
Cont Ed 2022 - Assoc GP	155.13
Cont Ed 2022 - GP/SC	1,934.00
Cont Ed 2022 - Support Staff	831.87
Cont Ed 2021 - Assoc GP	643.40
Cont Ed 2021 - GP/SC	1,086.11
Total Continuing Education	4,650.51
G.P. Discretionary Acct	6,203.74
Investment Interest	1,886.85
Legal Fees	20,982.44
Total Cmte on Presbytery Administrati	679,780.64
Cmte on Relational Ministry	
2022 Background Checks	-106.00
Boundary Training	3,113.94
CRM Discretionary	9,345.24
Mediation and Conflict Training	5,161.92
Ministry-SenecaRock/Circleville	8,335.00
Strong Ministers' Program	144,526.20
The Oasis (Ramkey) Project	21,213.81
Total Cmte on Relational Ministry	191,590.11
<b>TOTAL</b>	<b>1,132,827.84</b>

	2020		2022	per
	MEM	2022	ACTUAL	MEMBER BY
CHURCH	BERS	ACCEPT	RECEIVED	ACCEPTANCE
Bethel	203	\$0.00	\$0.00	\$0.00
Buffalo Gap	10	\$0.00	\$0.00	\$0.00
Halltown	10	\$0.00	\$0.00	\$0.00
Martinsburg First	120	\$0.00	\$0.00	\$0.00
McCutchen	15	\$0.00	\$0.00	\$0.00
Olivet	104	\$50.00	\$50.00	\$0.48
Finley Memorial	89	\$500.00	\$500.00	\$5.62
Strasburg	71	\$500.00	\$500.00	\$7.04
Burnt	26	\$200.00	\$200.00	\$7.69
Staunton Third	87	\$750.00	\$750.00	\$8.62
McDowell	64	\$600.00	\$600.00	\$9.38
Goshen	23	\$250.00	\$250.00	\$10.87
Collierstown	104	\$1,200.00	\$1,200.00	\$11.54
Williamsville	15	\$250.00	\$250.00	\$16.67
Charles Town	286	\$5,000.00	\$5,000.00	\$17.48
Westminster	265	\$5,000.00	\$5,002.01	\$18.87
Slanesville	13	\$275.00	\$275.00	\$21.15
Bloomery	45	\$1,000.00	\$1,000.00	\$22.22
Millboro	33	\$750.00	\$750.00	\$22.73
Mt. Horeb	130	\$3,000.00	\$3,000.00	\$23.08
Romney	84	\$2,000.00	\$2,000.00	\$23.81
Mossy Creek	112	\$3,200.00	\$3,200.00	\$28.57
Little Falls	15	\$450.00	\$450.00	\$30.00
Hot Springs	39	\$1,200.00	\$1,000.00	\$30.77
Craigsville	16	\$150.00	\$500.00	\$31.25
Tinkling Spring	406	\$13,000.00	\$12,999.96	\$32.02
Glen Kirk	23	\$750.00	\$625.00	\$32.61
Union	23	\$750.00	\$750.00	\$32.61
Zetta	15	\$500.00	\$500.03	\$33.33
Rocky Spring	14	\$500.00	\$500.00	\$35.71
Bridgewater	97	\$1,800.00	\$3,600.00	\$37.11
Nineveh	40	\$1,650.00	\$1,649.50	\$41.25
Bethesda	158	\$7,000.00	\$7,000.00	\$44.30
Moorefield	176	\$8,400.00	\$8,800.00	\$47.73
Berkeley Springs	56	\$2,700.00	\$2,700.00	\$48.21
Warrenton	450	\$22,261.00	\$22,311.00	\$49.47
Ben Salem	34	\$1,700.00	\$1,700.00	\$50.00

	<b>2020</b>		<b>2022</b>	<b>per</b>
	<b>MEM</b>	<b>2022</b>	<b>ACTUAL</b>	<b>MEMBER BY</b>
<b>CHURCH</b>	<b>BERS</b>	<b>ACCEPT</b>	<b>RECEIVED</b>	<b>ACCEPTANCE</b>
Buckton	32	\$1,600.00	\$1,600.00	\$50.00
Bunker Hill	96	\$4,800.00	\$4,800.00	\$50.00
Gerrardstown	46	\$2,300.00	\$2,300.00	\$50.00
Hebron	136	\$6,800.00	\$6,800.00	\$50.00
Hedgesville	36	\$1,800.00	\$1,800.00	\$50.00
Hermitage	48	\$2,400.00	\$2,400.00	\$50.00
Ivanhoe	36	\$1,800.00	\$1,800.00	\$50.00
Keyser	77	\$3,850.00	\$3,850.00	\$50.00
Lexington	373	\$18,650.00	\$18,650.04	\$50.00
Massanutten	402	\$20,100.00	\$20,100.00	\$50.00
Monterey	50	\$2,500.00	\$2,500.00	\$50.00
Mt. Carmel	76	\$3,800.00	\$3,800.00	\$50.00
Mt. Joy	14	\$700.00	\$700.00	\$50.00
Mt. Olive	105	\$5,250.00	\$5,250.00	\$50.00
New Monmouth	94	\$4,700.00	\$4,700.00	\$50.00
New Providence	115	\$5,750.00	\$5,760.00	\$50.00
Staunton First	136	\$6,800.00	\$6,800.00	\$50.00
Staunton Second	116	\$5,800.00	\$5,834.00	\$50.00
Sunnyside	37	\$1,850.00	\$1,850.00	\$50.00
Tabler	30	\$1,500.00	\$1,500.00	\$50.00
Tomahawk	22	\$1,100.00	\$1,100.00	\$50.00
Tuscarora	139	\$6,950.00	\$6,950.00	\$50.00
Waynesboro First	106	\$5,300.00	\$5,300.00	\$50.00
Winchester First	829	\$41,918.03	\$41,918.00	\$50.56
Oxford	138	\$6,978.09	\$6,978.08	\$50.57
Clear Brook	16	\$812.12	\$812.12	\$50.76
Buena Vista	93	\$4,740.00	\$4,740.00	\$50.97
Middletown	24	\$1,237.25	\$1,237.25	\$51.55
Front Royal	96	\$5,000.00	\$2,524.98	\$52.08
Mt. Hope	19	\$989.90	\$989.90	\$52.10
Fairfield	38	\$1,980.00	\$1,980.00	\$52.11

	2020		2022	per
	MEM	2022	ACTUAL	MEMBER BY
CHURCH	BERS	ACCEPT	RECEIVED	ACCEPTANCE
Ruddle	13	\$677.46	\$677.46	\$52.11
Shepherdstown	313	\$16,320.50	\$16,321.00	\$52.14
Woodstock	156	\$8,165.85	\$8,165.88	\$52.35
Elk Branch	23	\$1,212.38	\$1,212.38	\$52.71
Petersburg	74	\$3,909.71	\$3,909.72	\$52.83
Bethany	81	\$4,290.00	\$4,290.00	\$52.96
Augusta Stone	94	\$5,000.00	\$5,004.00	\$53.23
Seneca Rocks	34	\$1,831.13	\$1,831.13	\$53.86
Elkton	50	\$2,710.00	\$2,710.00	\$54.20
Smyrna	70	\$3,800.00	\$3,800.00	\$54.29
Highland Memorial	60	\$3,266.34	\$3,381.00	\$54.44
Second Opequon	40	\$2,200.00	\$2,200.00	\$55.00
Beulah	38	\$2,100.00	\$2,100.00	\$55.26
Circleville	32	\$1,800.00	\$1,800.00	\$56.25
Cooks Creek	216	\$12,400.00	\$12,400.00	\$57.41
Waynesboro Second	62	\$3,563.28	\$3,563.28	\$57.47
Burlington	21	\$1,206.98	\$1,206.98	\$57.48
Loch Willow	86	\$5,000.00	\$5,000.00	\$58.14
Falling Waters	111	\$5,550.00	\$6,516.48	\$58.71
Berryville	144	\$9,000.00	\$9,000.00	\$62.50
Opequon	509	\$32,000.00	\$32,000.00	\$62.87
Covenant	465	\$30,000.00	\$30,000.00	\$64.52
Franklin	61	\$4,000.00	\$4,000.00	\$65.57
Timber Ridge	104	\$7,000.00	\$7,000.00	\$67.31
Broadway	37	\$2,500.00	\$2,500.00	\$67.57
Mt. Storm	21	\$1,500.00	\$1,500.00	\$71.43
Trinity	173	\$12,500.00	\$13,500.00	\$72.25
Springfield	13	\$1,000.00	\$1,000.00	\$76.92
Immanuel	16	\$1,250.00	\$1,250.00	\$78.13
Pines Chapel	53	\$5,180.00	\$5,180.00	\$97.74
Piedmont	36	\$3,600.00	\$3,600.00	\$100.00
Wardensville	16	\$2,500.00	\$2,500.00	\$156.25
<b>TOTALS</b>	10,268	\$464,125.02	\$466,056.18	
				\$50 per capita was asked in 2022
				\$52 per capita is being asked in 2023

We conducted an audit of the 2022 books for the Shenandoah Presbytery on January 26, 2023.

We found all expenditures properly reconciled, all deposits correctly recorded, and all payroll records to be properly documented. All bookkeeping is done in a highly professional manner.

The color-coded filing system, the highlighting on printouts involving multiple congregations, and alphabetically stored receipts made reconciling work much swifter and efficient.

DENISE ROUSE

FLETCHER HUTCHESON

2022 NECROLOGY REPORT

Ben Salem	Poppy Miles William Ward, Jr.
Berryville	Jane Campbell
Berkley Springs	Richard Harvey Clarence Middlekauff
Bethany	Ingrid Kyle
Beulah	Clarence Brock
Bloomery	Kenneth Johnson
Bridgewater	Janet Sonifrank
Buckton	Dietmar Weidenbach
Buffalo Gap	Gabe Frank
Bunker Hill	Linda Wilke
Burnt	Edward Carden
Collierstown	Bernard Wayne Goodbar
Covenant	Guy Didawick
Elkton	Dr. Garner Downey
Fairfield	Kenneth Hawkins
Franklin	Browning Boggs Mary Lee Ruddle
Front Royal	John Floyd Richard Johanson Richard (Mack) McComas Deanne McVey
Hedgesville	Prudence Wendel
Hermitage	Willie Almarode
Highland Memorial	Joseph Higgs Mariette Zucchi
Ivanhoe	Woodrow Webster
Loch Willow	Betty Turner
Massanutten	Betty Chalfant Mary Lipscomb Bud Long Vonnie West
McDowell	Diane Klein Norma Jean Smith

Mossy Creek	Ronald Galvin Carl Puffenbarger
Mount Carmel	Cathy Blinn Dale Earhart
Mount Horeb	Emily Ours Robert Wise
New Monmouth	Josephine McCown
New Providence	Kenneth Burks Jack Pearson
Olivet	Phil Miller
Opequon	Betty Dobler Robert Walker
Oxford	Clinton Anderson
Petersburg	John George Van Meter
Pines Chapel	Juanita Landes
Romney	Bonnie Long John Pancake
Slanesville	Brenda High
Smyrna	Claude Whiteside
Springfield	William Kuykendall
Staunton First	Cornelia Henry Virginia Lowe
Staunton Third	Lois Breen Tracy Gayhart Dawn Tutwiler
Strasburg	Virginia Fisher Pasquet
Tabler	Edward Walters
Trinity	Marcia Brown Donna Cook Ulric Rainard Charles Richardson Nancy Sleezer
Wardensville	Orpha Orndorff Virginia Vance
Warrenton	Richard Bowen Catherine Cox John Brown Lois Thompson Mary Lou Trimble

Waynesboro First	Dr. Gilmer Ayers Stephen Doherty Branch Hammock
Waynesboro Second	Thomas Bellamy Marjorie MacIntosh Childress Donald Firebaugh Shirley Smith
Westminster	Curtis Foltz William Pfost, Jr. Bernice Rexrode
Winchester First	Dave Burks Irv Cather Warren Greene Terry Sinclair
Woodstock	Margaret Boyer
Zetta	John Yesalavich

Teaching Elders:  
Robert Field, John Garrison, Larry Miles, Robert Muncy, Charles Swezey, Betty Jean Young, & Richard Young, Sr.



## COMMITTEE ON EDUCATIONAL RESOURCES (CER)

**Purpose:** Provide education and resources in areas of congregational ministry through the use of specialized teams and Presbytery-wide programs and training events.

### Completed Work

- Planned, but eventually needed to cancel the 2023 Confirmation Retreat – looking ahead to plan another for next winter
- Worked with Presbytery office to compile pool of background-checked childcare workers for in-person Presbytery meetings and events
- See Peacemaking Grant Application on pages 22-24.

### Ongoing Work

- Planning for Big Event 2023
  - Saturday, September 9<sup>th</sup> 2023 Theme: “Faithful Decisions in Difficult Times.”
    - Reserved space at Massanetta Springs for the event
    - In process of contacting potential keynote speaker, worship leader, and workshop participants
- Training Events
  - In response to feedback from Big [Training] Event attendees and presenters, and in order to address issues in the Presbytery, we continue brainstorming training opportunities we could offer throughout the year
  - Based on Feedback from Sessions: Rev. Dr. Nancy Meehan Yao to provide **Communion Training for Ruling Elders on Saturday, April 29<sup>th</sup> – 5.5-6 hours**
- Review Camp/Conference and College Scholarship application process and seek feedback from applicants
  - With an eye to incorporating support for Fall/Winter camps and conferences
- Potential Educational Time for future Presbytery Meetings
  - Each Presbytery Committee is encouraged to provide brief educational time as part of their reports
  - May: Annual review of sexual abuse prevention, misconduct prevention, and childhood protection policies.
  - May: Any GA amendments pulled from February Consent Agenda
- Formalizing relationship/s between Shenandoah Presbytery, Churches, and JMU UKirk
- Began planning for possible requirement following a GA overture that would require Abuse Prevention and Misconduct Prevention Training for *all* councils (including sessions).
  - What educational resources can we provide so that sessions will be able to fulfill?
  - How might we make this process easier for churches in times of pastoral transition?
- Encourage applicants to make use of our Peace and Global Witness fund
  - <https://shenpres.org/scholarship-grants/> Peacemaking Grant Program

Report Submitted by Rev. Dr. Thomas J. Carrico, Jr (Chair)

## Presbytery of Shenandoah

### Guidelines for Distributing the Peacemaking Offering

Jesus reminds us that, *Blessed are the peacemakers, for they will be called children of God.* (Matthew 5:9).

Peacemaking is a central declaration of the gospel.

Through Jesus Christ, God restores our relationship and grants us the gift of grace. We experience God's grace as peace. God's peace restores, sustains, and heals. In response to this good news, Christians go into the world to proclaim and become part of God's peace-giving as peacemakers.

Peacemaking is our calling as Christians, today, as in every age.

And the way we make peace, especially in a violent and conflict-ridden world, is not by eliminating all conflicts but by learning to address them through peaceful means; namely, through dialogue, education, and knowledge.

The PC(USA) *Commitment to Peacemaking* suggests eight areas for peacemaking ministry:

- Worship
- Prayer and Bible Study
- Peacemaking in Families and Congregations
- Community Ministries
- Study and Response to global issues
- Global security
- Making peace with the earth
- Receiving the Peacemaking Offering

#### Requests for peacemaking funds

1. Should be grounded in one or more of the above areas.
2. Should be endorsed by the Church Session
3. Should address peacemaking issues through dialogue, education, and knowledge.
4. Funding is intended for development or one-time costs, not for ongoing operational expenses.
5. Applications for the Presbytery of Shenandoah Peacemaking Funds are to be made to the Funds Administration Committee.

**PRESBYTERY OF SHENANDOAH APPLICATION  
FOR PEACEMAKING FUNDS**

**I. IDENTIFICATION OF CONGREGATION AND PROJECT**

Church Name:

\_\_\_\_\_

Address:

\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person from Congregation:

\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Project: Name:

\_\_\_\_\_

Total Amount

Requested: \_\_\_\_\_

Is this the first time you have requested PEACEMAKING funds for this project?

yes       no

**II. CRITERIA (please use a separate sheet to respond to these questions)**

1. Describe the project/program for which you are seeking a grant, highlighting its local/regional/ national or international impact.
2. State how this project/program meets the Shenandoah Presbytery's guidelines for peacemaking funds and/or the Presbyterian Church (USA).

**III. REQUIREMENTS (please use a separate sheet to respond to these questions)**

1. Provide a statement of expected project outcomes.
2. Attach a copy of the proposed or current budget for this project.
3. What is the congregation's financial and/or in-kind obligation for this project?
4. What portion of the total project budget does this grant request represent?

**IV. ENDORSEMENT**

This project has been endorsed by the Session  
of: \_\_\_\_\_

Signed: Moderator or Clerk of Session: \_\_\_\_\_

Date of Endorsement \_\_\_\_\_

**V. MAIL TO:**

Presbytery of Shenandoah  
P. O. Box 1146  
Harrisonburg, VA 22803 Attn:  
Funds Administrator

## COMMITTEE ON RELATIONAL MINISTRY (CRM)

### I. FOR INFORMATION:

Committee meets the second Thursday of every month via Zoom.

### II. ACTIONS TAKEN:

- A. Approved the parish associate contract between the Lexington Session, Teaching Elder Andrew Ditzel, and Honorably Retired Teaching Elder Betty Dax through August 14, 2023.
- B. Received communication from the Elkton, Hermitage, Little Falls, New Providence, Nineveh and Zetta sessions requesting a waiver of the limitation of terms of service for ruling elders on their sessions. CRM approved excusing them from the rotation of elders for 2023.
- C. Received communication from the Moorefield Session requesting a waiver of the limitation of terms of service for deacons to enable one member of their congregation to serve a third consecutive three-year term. CRM approved excusing them from the rotation of deacons for 2023.
- D. Transferred Teaching Elder Edward Dawkins to the Presbytery of Peace River effective January 12, 2023.
- E. Transferred Teaching Elder B. Ronald Gilmer to the Presbytery of Trinity effective November 15, 2022.
- F. Transferred Teaching Elder Debra McKune to the Presbytery of the Peaks effective November 17, 2022.
- G. Approved the commissioned ruling elder contract between the Buckton Session and CRE Mark Johnson from February 25, 2023-February 24, 2024.
- H. Approved the supply pastor contract between the Second Opequon Session and TE Ernie Poland from March 1, 2023-February 28, 2024. .
- I. Approved the supply pastor contract between the Hot Springs Session and TE Scott Conrad from March 1, 2023-March 1, 2024.
- J. Approved the supply pastor contract between the Millboro Session and TE Scott Conrad from March 1, 2023-March 1, 2024.
- K. Approved the parish associate contract between the Trinity Session, TE Stephanie Sorge, and TE Gwen Carr from January 1-December 31, 2023.
- L. Approved the supply pastor contract between the Williamsville Session and TE Helen Robertson from January 1-December 31, 2023.
- M. Sustained the examination of Teaching Elder Joel T. Blunk (Presbytery of the James), validated his ministry as a spiritual director based at the Rolling Ridge Retreat Center, and received him as a member-at-large effective December 8, 2022.
- N. Sustained the examination of Teaching Elder Sara A. Holben (Presbytery of New Castle) and received her as an honorably retired member effective December 8, 2022.
- O. Sustained the examination of Teaching Elder Teresa M. Ott (Presbytery of Great Rivers), validated her ministry as Editor of The Presbyterian Outlook, and received her as a member-at-large effective December 8, 2022. (TE Ott was not available for the February Presbytery Meeting. She will be introduced at the May Meeting.)

## COMMITTEE ON PREPARATION FOR MINISTRY (CPM)

*“The purpose of the Committee on Preparation for Ministry of Shenandoah Presbytery and the Presbyterian Church (U.S.A.) is to provide the best possible leadership for the church by assuring that persons called to the ordered ministry of teaching elder are firm in their faith in Christ, assured of their call to serve God and the church as a teaching elder, and receive the fullest personal and professional preparation for this office.”*

As of January 2023, Shenandoah Presbytery has 7 souls under our care in the Preparation for Ministry process.

***Please pray for our Inquirers, Candidates, and their endorsing congregations:***

Hannah Altmann - CE Track, working, Warrenton PC

Benjamin Kent - Inq, Duke, Warrenton PC

Cassandra Semler - Inq, Pittsburgh, Tuscarora PC

Kimberly Joy Shank -Inq, EMU, Mossy Creek PC

Deborah A. Romano - Inq, Wesley, Shepherdstown PC

Chance Snell - Candidate, Dubuque, Tinkling Spring PC

Mark Dewey - Candidate, chaplaincy, Trinity PC

The CPM was given commission authority by Shenandoah Presbytery to move those under our care from one phase of the process to another. With joy we moved Mark Dewey to Candidacy at our November 9 2022 meeting.

Current CPM members are: Kate Rascoe (chair), Harriet Thompson, Mark Facknitz, Sarah Hill, Kathy Shue, Jim Yao, Houston Lynch, David Howard, and Carrie Evans

***“Discernment is not a simple knowing, or awareness. It requires placing personal awareness within the context of life experience in relationship with others and with God. Discernment is a complex, challenging, and hugely rewarding ongoing life task.”*** (Discerning Your Call and Your Gifts For Ministry of Word and Sacrament, published by PC(USA))

**Information about the Care process can be found here:**

**[https://drive.google.com/drive/folders/1mrm1FBAe2q0fyI23G7C72PcSM\\_tcDRiy?usp=sharing](https://drive.google.com/drive/folders/1mrm1FBAe2q0fyI23G7C72PcSM_tcDRiy?usp=sharing)**

## COMMITTEE ON PASTORAL TRANSITION (CPT)

### I. FOR INFORMATION:

Committee meets the first Tuesday of every month via Zoom.

### II. ACTIONS TAKEN:

- A. Appointed the following moderators  
Collierstown – Rachel Clark  
Glen Kirk – Amy Fetterman  
Nineveh – Dennis Burnett
- B. Approved the following ministry information forms:  
Covenant - full-time installed associate pastor  
Mt. Horeb - full-time installed pastor
- C. Granted permission for Bethesda to form a pastor nominating committee.
- D. Added the following teaching elders to the supply list:  
Karen Edwards, Amy Fetterman, and Carl Pattison
- E. Approved renewing the interim contract between the Mt. Horeb Session and Teaching Elder John McDonald from January 3, 2023-January 2, 2024.
- F. Approved extending the supply pastor contract between the Woodstock Session and Honorably Retired Teaching Elder Dennis Burnett from January 1-June 30, 2023.
- G. Approved extending the supply pastor contract between the Woodstock Session and Honorably Retired Teaching Elder Joan Wilson from January 1-June 30, 2023.
- H. Sustained the examination of Honorably Retired Teaching Elder Thomas Forbes and found him suitable for the position of supply pastor at Bunker Hill Church.
- I. Approved the supply pastor contract between the Bunker Hill Session and Honorably Retired Teaching Elder Thomas Forbes from January 2-December 31, 2023.
- J. Sustained the examination of Honorably Retired Teaching Elder Henry Scoggins (Western North Carolina Presbytery) and found him suitable for the position of supply pastor at Hebron Church.
- K. Approved the supply pastor contract between the Hebron Session and Honorably Retired Teaching Elder Henry Scoggins from February 1, 2023-January 31, 2024.
- L. Sustained the examination of Teaching Elder Rachel Hamburger and found her suitable for the position of supply pastor at Smyrna Church.
- M. Approved the supply pastor contract between the Smyrna Session and Teaching Elder Rachel Hamburger from February 1-July 31, 2023.

Report from the Administrative Commission Inquiring Into the Gracious Dismissal of  
Bethel Presbyterian Church from the Presbyterian Church (U.S.A.)

The session of Bethel Presbyterian Church voted on Sept. 13, 2020, to seek gracious dismissal from the PCUSA. A listening team to inquire into this issue was formed by the Shenandoah Presbytery and held its initial meeting on Dec. 10, 2020. Over the ensuing months, the listening team met with the session and other church leaders, and contacted a majority of congregation members either by telephone or in person to gauge their support for the proposed action. The listening team determined that the majority of members of Bethel favored seeking dismissal from the PCUSA, that reconciliation between the church and the denomination was not realistically attainable, and that no viable remnant of the congregation remained to continue the church's affiliation with the PCUSA. On Aug. 28, 2021, the Shenandoah Presbytery approved a motion to reconstitute the listening team as an administrative commission to negotiate with Bethel concerning terms of its dismissal from the PCUSA.

The administrative commission met repeatedly with a committee of Bethel's session charged with negotiating the church's dismissal. These meetings resulted in Bethel providing information concerning assets held by the church; financial statements; and information concerning the cemetery, including its segregated finances. The administrative commission arranged for an appraisal of the church property by The Appraisal Group Inc. of Charlottesville, Va. After much prayerful deliberation, on July 7, 2022, the administrative commission presented a proposed settlement with Bethel based upon the following assets:

Real Estate	\$1,210,000	
Funds dedicated to the cemetery		667,129*
General Funds	<u>155,547</u>	
	TOTAL	2,032,676

NOTE: *The cemetery funds, largely held in investment accounts, had lost nearly \$200,000 from the value shown here by the conclusion of negotiations due to market volatility.*

In subsequent negotiations, the Bethel team presented compelling arguments that the cemetery funds should be excluded from consideration. As representatives of the Presbytery and in their capacity as individual Presbyterians, the members of the administrative commission felt an obligation to the past generations buried in Bethel's cemeteries. Without question, the main cemetery adjacent to the church and a smaller remote cemetery near the original site of the church are well maintained. In the 275-year history of Bethel, and certainly in the last 40 years for which complete records are available, there has been no known instance of funds dedicated to the cemeteries being used for any purpose other than managing the cemeteries. The administrative commission became convinced of the sincere commitment of church leaders to ensure cemetery funds are used only for the purposes outlined in Bethel's rules and regulations for the management of the cemeteries, which have been in effect since Jan. 1, 1979. The commission, decided Bethel Presbyterian Church has proven itself an able steward of the cemetery funds and is the appropriate agent to fulfill the obligation the present generation has to those interred there. Therefore, the administrative commission decided to exclude the cemetery funds from the assets of Bethel to be considered in the settlement. In making this decision, the commission asserts that this determination should not be construed as a precedent for automatically excluding cemetery funds (or other special-purpose funds) in future negotiations with churches seeking gracious dismissal; rather, the precedent that is established is that the administrative commission should be open to evidence and discussion to determine if such an exclusion is justified based on specific circumstances.

In final negotiations, the assets considered in developing the settlement were:

Real Estate	\$1,210,000	
General Funds		<u>155,547</u>
	TOTAL	1,365,547

During a negotiating session between the administrative commission and the Bethel negotiating team, discussions that can be characterized as substantive, mature, empathetic, and constructive resulted in development of the Memorandum of Understanding attached to this report. The agreement calls for the payment to the Presbytery by Bethel of \$260,000 (slightly more than 19% of the value of assets being considered) and the transfer of real property and other assets to Bethel. This mutually agreed settlement was the result not only of investigation and evaluation, but of sincere discussion and prayerful discernment by both the administrative commission and the Bethel negotiating team.



The administrative commission humbly requests the following motion be considered:

MOTION: That the Presbytery approve in full the Memorandum of Understanding to dismiss Bethel Presbyterian Church to the Covenant Order of Evangelical Presbyterians (ECO), and that it dissolve the administrative commission upon the completion of transactions outlined in that document.

This report is submitted on behalf of members of the administrative commission:

Rev. Punker Robertson, Rev. Reed Hopkins, Rev. Sarah Wolf (who served until her departure from the Presbytery), and the undersigned. Providing staff support to the commission from the Presbytery was Rev. Bronwen Boswell.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Stewart D. MacInnis". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stewart D. MacInnis Ruling Elder, BVPC, A/C Moderator

**Memorandum of Understanding**

This Memorandum of Understanding, by and among the Bethel Presbyterian Church (BPC), party of the first part, and the Administrative Commission of Shenandoah Presbytery (the AC) party of the second part.

WHEREAS, BPC had requested gracious separation from PCUSA and Shenandoah Presbytery; and

WHEREAS, the AC has been approved by the Presbytery in this matter; and

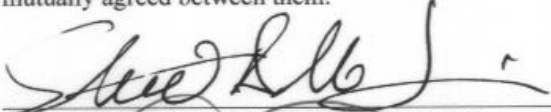
WHEREAS, the AC, as part of its charge, has engaged in negotiation of terms of such separation; and

WHEREAS, BPC and the AC reached agreement as to a recommendation of such terms to the Presbytery, which the parties hereto wish to memorialize; and

WHEREAS, it is the intent of both parties to bring the terms of this recommendation to the Shenandoah Presbytery for approval.

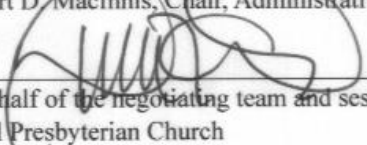
NOW, THEREFORE, the parties, in consideration of the promises and obligations contained herein, mutually agree to the terms of this Memorandum of Understanding as follows:

- A. This Memorandum of Understanding is conditioned upon, subject to, and shall not be effective until it is approved by Shenandoah Presbytery.
- B. If approved as above, BPC shall be dismissed into the East Central Presbytery of ECO.
- C. Shenandoah Presbytery shall transfer by quitclaim deed the real estate shown on Exhibit A hereto to BPC.
- D. BPC shall pay to Shenandoah Presbytery an amount of \$ 260,000.00 at the time of the transfer of real property as set forth above.
- E. The parties agree hereby to present the terms set forth above as their mutual and joint recommendation, with no conditions or amendments other than those that may be further mutually agreed between them.

  
\_\_\_\_\_  
Stewart D. MacInnis, Chair, Administrative Commission

DATE

Jan. 13, 2023

  
\_\_\_\_\_  
On behalf of the negotiating team and session of  
Bethel Presbyterian Church

JAN 12, 2023

**Exhibit A**  
to Memorandum of Understanding

Real Estate to be transferred to Bethel Presbyterian Church

1. All real property currently belonging to Bethel Presbyterian Church at 563 Bethel Green Road, Staunton, Virginia, consisting of approximately 51.35 acres, to include:

- a. The church building and attached fellowship hall, and
- b. The manse, and
- c. Improvements for outdoor worship and for use by Boy Scouts, and
- d. Adjoining cemetery with improvements.

2. A separate cemetery, known as NORTH MOUNTAIN CEMETERY, consisting of approximately Approx 2 acres located at Middlebrook Road Staunton VA. (LOCATED INSIDE THE BORDERS OF R.G. HERZEL FARM)

## FOR INFORMATION ONLY REPORTS

### Coordinating and Planning Commission (CPC)

#### I. FOR INFORMATION:

Met via Zoom on January 24 and heard reports from all committees of Presbytery.

#### II. ACTIONS TAKEN:

- A. Approved designating the offering taken at the February 28, 2023, Presbytery Meeting to UKirk.
- B. Approved the following dates for 2023 Presbytery Meetings: Tuesday, February 28 via Zoom, Saturday, May 20 in person, Tuesday, August 22 via Zoom, and Saturday, November 4 in person

### Committee on Presbytery Administration (CPA)

“The purpose of the C.P.A. is to oversee the management of presbytery funds, property, and staff” (from *The Presbytery Manual*).

Members of the C.P.A.: Hannah Bush, Betsy Glendye, Eric Hulett, Fletcher Hutcheson, Jim Johns, Jim Lunde, Clayton Rascoe, Harold Tongen, and Dick Travis

The C.P.A. held a virtual meeting on November 17<sup>th</sup>, 2022. Hannah Bush volunteered to serve as our temporary secretary.

Heather Carter, Financial Administrator for the presbytery, responded to a question that had asked regarding the figure in the 2023 presbytery budget for the presbytery office insurance expense, since it remained the same as the 2022 office insurance amount, when the office still was at the North Main Street location. Heather explained that she purposefully had left the figure the same, since we do not yet know what the office insurance expense will be at Massanetta Springs. Heather also reported that acceptance pledges for 2023 have been coming in slowly.

Bronwen Boswell, General Presbyter and Stated Clerk, mentioned that she is reviewing recommendations suggested by Edwina Johansen for the policy manual regarding presbytery personnel and staff supervision. Bronwen reminded the C.P.A. that some of the proceeds from the sale of the North Main Street property will be used to cover any shortfall in the 2023 presbytery budget. Further decisions on the use of the property sale proceeds will be made when that is possible. Bronwen mentioned a report given at the November 15<sup>th</sup> presbytery meeting on Community Cup, the new worshipping community in Martinsburg.

Also at the recent presbytery meeting, Ken Smiy was elected to serve for a three-year term as Treasurer. Larry Holsinger, the current treasurer, is retiring. In other business, the presbytery commissioners elected Harold Tongen to serve a second, three-year term on the C.P.A., and elected Dick Travis, Ruling Elder at Cooks Creek, to a first, three-year term on the committee.

C.P.A. members expressed their thanks to the presbytery staff members for the significant amount of work they put in helping to move the presbytery office to Massanetta Springs. They also thanked Edwina Johansen for her diligent work on the committee for these past six years.

The committee voted to present end-of-year gift cards to the presbytery staff members in the same amounts as in 2021. Our next virtual meeting was scheduled for 1:30 p.m., Thursday, January 19, 2023.

In the time following our November virtual meeting, the C.P.A. received two applications for financial assistance with emergency property repair expenses from congregations of the presbytery. Burnt Presbyterian Church reported that it has flooding problems at its building. The C.P.A., by e-mail action, approved giving \$2,200.00 from the Barnabas Fund. This leaves a Barnabas Fund balance of \$5,055.00.

Glen Kirk Presbyterian Church had a burst pipe that caused damage in its church basement. The congregation applied for help with the insurance deductible. Their insurance covered the damage expenses. The C.P.A., also by e-mail action, approved giving \$1,000.00 from the First Presbyterian Church of Martinsburg settlement funds. The remaining balance in the uninvested settlement funds is \$7,494.07.

At its virtual meeting on January 19, 2023, the C.P.A. voted to add the remaining balance of the First Presbyterian Church of Martinsburg uninvested settlement funds to the Barnabas Fund. This will make a bit greater of an amount available to assist any congregation of the presbytery that submits an application requesting emergency repair assistance for their buildings.

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