

**Minutes of the  
203<sup>rd</sup> Stated Session**

**of the  
PRESBYTERY OF SHENANDOAH**

**November 12, 2024  
Via Zoom**

**NEXT STATED SESSIONS**

**Tuesday, February 25  
Via Zoom**

**Tuesday, May 20  
Location TBA**

**Saturday, August 23  
Via Zoom**

**Saturday, November 15  
Location 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.**

**SHENANDOAH PRESBYTERY  
DIRECTORY**

Ruling Elder William North ..... Moderator 2024  
[billnorth48@gmail.com](mailto:billnorth48@gmail.com)

Ruling Debra Fitzgerald O'Connell..... Vice-Moderator 2024  
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Teaching Elder Bronwen Boswell ..... General Presbyter/Stated Clerk  
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Teaching Elder Nancy Meehan Yao ..... Associate General Presbyter  
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Kimberly T. Stroupe ..... Administrative Assistant  
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SHENANDOAH PRESBYTERY CORPORATION  
c/o Atlantic Union Bank, P.O. Box 1268, Staunton, VA 24402-1268

Current Officers

Kenneth Miller, President  
Alan Garrison, Secretary  
Linnea J. Harris, Treasurer

Advisory Members

Brown Edwards & Company, LLP,

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

Mark Dewey

Home Church – Trinity

Deborah Romano

Home Church - Shepherdstown

Kimberly Shank

Home Church – Mossy Creek

## **GOVERNING BODIES**

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

3601 Seminary Avenue

Richmond, VA 23227

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**PRESBYTERY OF SHENANDOAH  
MINUTES OF THE 203<sup>rd</sup> STATED MEETING**

The 203<sup>rd</sup> Stated Meeting of the Presbytery of Shenandoah was called to order at 9:30 a.m. on Tuesday, November 12, 2024. Moderator William North opened the meeting in prayer.

**QUORUM AND ENROLLMENT**

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

Assoc	Associate	HR	Honorably Retired	Prof	Professor
Chap	Chaplain	IA	Interim Associate	R	Retired
CM	Campus Minister	IN	Inactive	Supply	Supply
COP	Co-Pastor	IP	Interim Pastor	Stu	Student
Coun	Counselor	MAL	Minister-at-Large	T	Teacher
DP	Designated Pastor	OM	Overseas Missionary	TM	Tent Making
DYP	Director, Youth Program	OP	Organizing Pastor	VM	Validated Ministry
ED	Educator	P	Pastor	WC	Without Charge

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

E	Allen, Donald R., Jr.	HR		
E	Atwood, Roxana M.	HR		
A	Barner, Ann Elizabeth	HR		
P	Bethard, John T.	P	Charles Town	Kathryn Shue
P	Binder, Jeffrey A.	IP	Staunton First	
E	Blunk, Joel T.	VM		
P	Boswell, Bronwen W.	GP/SC		
P	Boswell, Howard W., Jr.	P	Buena Vista	Absent
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	Gerald Dodson
E	Burkley, Julia H.	AP	Opequon	
P	Burnett, Dennis D.	HR		
A	Caperton, William G.	HR		
P	Carr, Gwendolyn B.	Supply	Buffalo Gap, Craigsville	
P	Carrico, Thomas J., Jr.	P	Finley Memorial	Absent
E	Cathcart, C. Stevens	HR		
E	Channell, Kevin J.	R		
A	Clark, Casey R.	COP	New Monmouth	Absent
A	Clark, Rachel F.	COP	New Monmouth	
P	Coggins, Samantha L.	Supply	Waynesboro First	
P	Conrad, Scott A.	Supply	Hot Springs & Millboro	
A	Corder, William "Lee"	ML		
E	Cornish, Homer T.	HR		
E	Cox, C. William	HR		
P	Craft, John K.	P	Bethany	Absent
P	Cranford, April H.	P	Westminster	Bethany Popelish
A	Crannell, J. Scott	ML		
A	Crumley, Rachel	P	Tuscarora	Absent
E	Dax, Betty G.	HR		
P	Dent, William H., Jr.	HR		
E	Dietrich, Richard S.	HR		
A	Ditzel, Andrew J.	P	Lexington	Philip Coulling
E	Donohoe, Patricia A.	HR		
E	Douty, Horace D.	HR		
E	Edwards, Karen S.	ML		
E	Evans, George W.	HR		
P	Everhart, William G.	Chap	Westminster-Canterbury	

A Farthing, Stanley H.	P	Augusta Stone	Michele Randolph
A Fetterman, Amy	Supply	Waynesboro Second	
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	Cheryl Bauserman
E Groome, Thomas P., III	HR		
P Hafele, Michael	IP	Winchester First	
P Hamburger, Rachel E.	Supply	Smyrna	
P Harmon, Melissa L.	ML		
P Hay, Kevin W.	P	Middletown	Absent
E Hay, Thomas D.	HR		
P Held, Ann Reed	HR		
E Hendy, Susanna	ML		
E Hill, Richard H.	HR		
E Hill, Robert S., Jr.	HR		
P Hill, Sarah L.	HR/Supply	Mt. Carmel	
E Holben, Sara A.	HR		
E Holden, Thomas J., III	HR		
P Hopkins, E. Reed	P	Loch Willow	Peggy Barss
E Howard, Carl D.	HR		
A Howard, David D.	P	Strasburg	Absent
A Hoy, Caitilin R.	ML		
A Hunt, Patricia	HR		
P Hutcheson, Fletcher, Jr.	Supply	Petersburg	
P Johns, James E.	HR		
E Kave, Jacob R.	ML		
P Keyes, B. Brinton Pratt	IP	Tinkling Spring	
E Klein, Deborah H.	HR		
E Klein, William M.	HR		
P Lanaghan, Patrick R.	HR		
P Lane, Brittney M.	P	Woodstock	Absent
L 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		
E Macbeth, Bruce A.	HR		
A Martin, Tracie E.	PA	Opequon	
E McCoig, Dan M., Jr.	HR		
P McCormick, Dwight J., II	OP	Community Cup	
P McDonald, John L.	Supply	Mt. Horeb	
P Mitchell, Loren T.	P	New Providence	Bruce Patterson
E Moore, William L.	ML		
E Newman, Howard A.	HR		
A Newquist, Gusti L.	P	Shepherdstown	Absent
A Osborne, Robert S.	HR		
A Ott, Daniel J.	ML		
A Ott, Teresa M.	VM		
E Owen, Jan G.	HR		
P Patman, Jacqueline Smith	ML		
E Pattison, Carl F.	HR		
P Peterson, John C.	P	Covenant	Nancy Gourley Roderic Owen Pam French
P Pettit, Ann R.	COP	Massanutten	
P Pettit, Patrick S.	IP	Warrenton	
P Phillips, Keith A.	COP	Massanutten	
A Poland, Ernest L. Jr.	Supply	Second Opequon	

E Pollock, Richard	HR		
E Potter, Ronald R.	HR		
E Price, Norman G.	HR		
P Pyles, Elizabeth A.	P	McDowell	Absent
E Rascoe, Clayton T.	VM	Massanetta Springs	
P Rascoe, Kathryn R.	IP	Bridgewater	
E Rhyne, C. Thomas	HR		
P Robertson, Helen	Supply	Fairfield & Williamsville	
A Sale, Meriwether Anderson, Sr.	HR		
P Segars, J. Kyle	P	Oxford	Absent
E Sherman, H. Wray	HR		
A Sieck, Philip L.	HR		
P Singleton, Jacob R.	P	Staunton Third	Absent
E Slider, C. Richard II	HR		
P Smith, Alexa A.	ML		
P Smith, Evan R.	P	Staunton Second	Absent
P Smith, James M.	P	Mossy Creek	Absent
E Smith, Nancy A.	HR		
P Smith, Vanessa M.	P	Hedgesville	Vicki Jenkins
A Sommer, Philip W.	HR		
P Sorge, Stephanie	P	Trinity	Susan Phend
E Stanley, Arthur L.	HR		
E Stephens, Millard M.	HR		
A Summers-Minette, Teresa L.	HR		
A Symons, Charles D., Jr.	HR		
P Thomas, Aaron Lee	P	Olivet	Absent
P Thomas, Amanda M.	AP	Winchester First	
A Thornton, Joel P.	P	Ivanhoe	Absent
		Wardensville	Absent
A Tongen, Harold M.	HR		
E Tremba, Randall W.	HR		
P Vaughan, Robert C.	P	Romney	Absent
E Vernon, Joseph H. J.	HR		
A von Oeyen, Jr., Robert	HR		
A Watkins, John M.	HR		
P Watson, Rachel	Assoc	Covenant	
E Wilkers, Jack B.	HR		
E Wilson, Joan M.	HR		
E Wilson, Stanton R.	HR		
E Wing, Andrew P.	VM		
E Witt, David R.	P	Opequon	Jon Marquis
P Yao, James C.	P	Moorefield	Tom Widder
P Yao, Nancy Meehan	AGP		
A Young, James M.	HR		

CHURCHES WITHOUT INSTALLED PASTORS

Ben Salem	Absent
Berkeley Springs	Absent
Bethesda	Absent
Beulah	Absent
Bloomery	Joanne Laird
Bridgewater	Beverly Carver
Broadway	Absent
Buckton	Absent
Buffalo Gap	Absent
Bunker Hill	Absent
Burlington	Excused
Burnt	Absent
Circleville	Absent

Clear Brook	Absent
Collierstown	Absent
Cooks Creek	Mark Williams
Craigsville	Absent
Elk Branch	Excused
Elkton	Sally Chappel
Fairfield	Mary Jane Hawkins
Falling Waters	Ruth Berg
Franklin	Absent
Front Royal	Donna Jordan
Glen Kirk	Absent
Goshen	Absent
Hebron	Sandra Showalter
Hermitage	Absent
Highland Memorial	Absent
Hot Springs	Absent
Immanuel	Absent
Keyser	Absent
Little Falls	Absent
McCutchen	Absent
Millboro	Absent
Monterey	Michael Bedwell
Mount Carmel	Absent
Mount Hope	Absent
Mount Horeb	Donna Patterson
Mount Joy	Absent
Mount Olive	Lois Howe
Mount Storm	Absent
Nineveh	Thomas Van Meter
Petersburg	Absent
Piedmont	Kermit Becker
Pines Chapel	Absent
Rocky Spring	Absent
Ruddle	Absent
Second Opequon	Absent
Seneca Rocks	Absent
Slanesville	Denise Rouse
Smyrna	Carolyn Newman
Springfield	Excused
Staunton First	Absent
Sunnyside	Elton Fahnestock
Tabler	Debra Morgan
Timber Ridge	Absent
Tinkling Spring	Victoria Conyers
Tomahawk	Jennifer Beidler
Union	Absent
Warrenton	Molly Sullivan
Waynesboro First	Michael Cunningham
Waynesboro Second	Absent
Williamsville	Absent
Winchester First	Absent
	Absent
Zetta	Absent

**OTHER VOTING MEMBERS:**

Commissioned Ruling Elders

A Melissa Avey  
A Tina Glenn

P Deborah Beam  
A Stephanie Harris

A Michele Elliott  
P Judy Hensley



A Mark Johnson  
P Bobby Spurgeon

A David Omph  
E Susanne Taylor

E Linda Reece  
A Paul Wolverton

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

P Donna Lanaghan, Staff  
P Debra Fitzgerald O'Connell, CPC

P William North, CPC

P Dave Thalman, CPC

**NON-VOTING VISITORS:**

Candidates

Deborah Romano

Corporation

Linnea Harris  
Kenneth Miller

Visiting Ministers

William Reinhold, Supply at Cooks Creek  
Lucas Taylor, non-ordained supply at Keyser

Committee Chairs

John Dull

Presbytery Staff

Kim Stroupe

Visitors

Hannah Bush  
Bonny Wilson

Robert Schminkey

Walter Tucker

Teaching Elders = 52 Voting Ruling Elders = 43 Additional Guests = 11 TOTAL = 106

**WELCOME**

Moderator William North welcomed everyone to the Zoom meeting and gave instructions on voting and asking questions.

**DOCKET**

The docket was approved as circulated; see page 125.

**ASSOCIATE GENERAL PRESBYTER**

Teaching Elder Dr. Nancy Meehan Yao noted 2024 marks 50 years since the Lexington and Winchester presbyteries merged to form Shenandoah Presbytery. From the Presbytery mission statement read at the opening of the first meeting on January 5, 1974, this was said: "As the people of God we find it imperative to reaffirm our mission in the service of God and humanity." It goes on to say that "Jesus calls us to exhibit His love by caring for the lost, the broken, the fallen, the poor, the young, the old; to establish justice; to work for peace; to abolish prejudice, and that Jesus is the author of our unity and our diversity." Though much has changed in 50 years, this is still true today.

**STATED CLERK REPORT**

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

I. FOR INFORMATION:

See pages 141-142 for information only reports from the following committees: Church Vitality and Transformation and Preparation for Ministry.

II. RECOMMENDATIONS:

A. That Presbytery excuse from attendance from all or part of this stated meeting those ministers who submit such a request.

B. That Presbytery approve the minutes from the September 14, 2024, Presbytery Meeting as distributed.

- C. That Presbytery change the purpose of the History Fund from the publishing of history books to supplying grants to churches for digitizing their church records.

### **WORSHIP**

Worship was a sharing of a service recorded at Community Cup, the new church worshipping community in Martinsburg, West Virginia. The offering was for Presbyterian Disaster Assistance in the wake of the flooding in North Carolina and the western part of Virginia.

### **COMMITTEE ON MISSION AND OUTREACH**

Ruling Elder Davie Thalman, chair, shared an overview of the Committee's work as well as the grants they award throughout the year. More information can be found at <https://shenpres.org/committees/committee-on-mission-and-outreach-cmo/> A written report can be found on page 126.

### **SHENANDOAH PRESBYTERY CORPORATION**

At 10:50 a.m., the Body recessed as the Presbytery of Shenandoah and convened as the Shenandoah Presbytery Corporation. President Kenneth Miller opened the annual meeting with prayer and summarized the workings of the Corporation during the prior year.

Linnea Harris, Treasurer, reviewed the following financial information:

The Corporation's fiscal year is from July 1st to June 30th. Net investment income will be available for use/distribution at the end of the current calendar year pursuant to directions on file. Funds are available for withdrawal quarterly and must be requested in writing prior to the end of the quarter. Quarterly payment is necessitated because the Corporation selects long-term investments that are not intended to be available on a demand basis. All accounts due to churches and trusts are invested in the same manner as a mutual fund. A valuation of the investment securities held is made at the end of each quarter to determine the amount allocable to each account held by the Corporation.

Total assets of the Corporation on June 30, 2024, totaled \$16,446,971, up from \$14,991,243 on June 30, 2023. A total of \$169,510 continues as non-income-producing real estate, unchanged from last year. For this fiscal year, interest and dividend income on investments before expenses totaled \$359,656 (2.4% of investments in marketable securities at the beginning of the fiscal year) compared to \$336,890 (2.42%) in the previous fiscal year. Net realized and unrealized gain on marketable securities totaled \$2,084,272 compared to a \$1,406,247 gain in the previous fiscal year. Investment expenses were \$80,430 compared to \$77,540 last year. The overall investment portfolio (including cash and marketable securities) experienced a net investment income of \$2,363,498 or 15.99% of the beginning invested assets.

***The following nominations for Trustees were approved unanimously:***

CLASS OF 2025:

Rev. Evan Smith and Ken Miller

CLASS OF 2027:

Rev. John Craft, Rev. Tommy Carrico, Ruling Elder Denise Rouse and Ruling Elder Bonny Wilson

There being no nominations from the floor, the slate was approved.

See pages 127-128 for information on investments.

The Corporation adjourned with prayer by Rev. Rob Vaughan at 11:05 a.m., and the Body reconvened as the Presbytery of Shenandoah.

## COMMITTEE ON NOMINATIONS

Retired Teaching Elder Ann Held, Co-Chair, gave the following report, *which was approved*:

### RECOMMENDATION:

That Presbytery approve the following to serve:

#### Committee on Church Vitality and Transformation (CCVT)

Chair – TE Jaci Smith Patman, Front Royal Church

Class of 2027: TE Howard Boswell, Buena Vista Church  
TE Casey Clark, New Monmouth Church  
TE Teri McDowell Ott, Member-at-Large

#### Committee on Educational Resources (CER)

Chair – John Dull, Tinkling Spring Church

Class of 2027: TE Keith Phillips, Massanutten Church  
RE Denise Rouse, Slanesville Church

#### Committee on Ministry (COM)

Chair – TE Patrick Pettit, Warrenton Church

Class of 2027: RE Mary Kay Adams, Bridgewater Church

#### Committee on Mission & Outreach (CMO)

Co-Chairs – TE April Cranford, Westminster Church and RE Dave Thalman, Winchester First Church

Class of 2027: TE April Cranford, Westminster Church  
RE Robin Owens, Opequon Church  
TE Amanda Maguire Thomas, Winchester First  
TE Aaron “Lee” Thomas, Olivet Church

#### Committee on New Congregational Development (CCND)

Chair – TE Kevin Hay, Middletown Church

Class of 2027: TE Rachel Hamburger, Smyrna Church

#### Committee on Preparation for Ministry (CPM)

Co-Chairs – TE Tom Forbes, Bunker Hill Church and TE Brittney Lane, Woodstock Church

Class of 2027: TE John Bethard, Charles Town Church  
RE Mary Lou McMillin, Trinity Church  
TE Daniel Ott, Member at Large

#### Committee on Presbytery Administration (CPA)

Chair – RE Eric Hulett

Class of 2027: RE Betsy Glendye, Bridgewater Church  
RE Eric Hulett, Tuscarora Church  
TE Clayton Rascoe, Member-at-Large

#### Synod of the Mid-Atlantic Commissioner

Class of 2027: TE Sarah Hill, Mt. Carmel Church

*There were no nominations from the floor.*

## COMMITTEE ON EDUCATIONAL RESOURCES

John Dull, Chair, gave an overview of their work in 2024. A written report can be found on page 129.

## COORDINATING AND PLANNING COMMISSION

Teaching Elder April Cranford, Chair, gave the following report, *which was approved*:

### I. ACTIONS TAKEN:

- A. Approved the recommendations from the Administrative Commission to Springfield Church as found on page 130.
- B. Approved designating the offering taken at the November 12, 2024, Presbytery Meeting to Presbyterian Disaster Assistance.
- C. Approved the following 2025 Presbytery Meeting dates:  
Tuesday, February 25 ZOOM  
Tuesday, May 20 In Person  
Saturday, August 23 ZOOM  
Saturday, November 15 In Person

### II. RECOMMENDATION: (*approved*)

That Presbytery approve the following to serve on the Committee on Nominations:

Co-Chairs TE David Witt and TE Ann Held  
Class of 2025: TE Ann Pettit

## COMMITTEE ON NEW CONGREGATIONAL DEVELOPMENT

Teaching Elder Kevin Hay, Chair, gave an overview of their partnership with the Community Cup, noting they are now officially established as a 501(c)3 entity and working on their tax-exempt status. A written report can be found on page 131.

## COMMITTEE ON PRESBYTERY ADMINISTRATION

Retired Teaching Elder Fletcher Hutcheson, Chair, gave the following report, *which was approved*:  
A more detailed report, including the Asking Report for 2024, can be found on pages 132-138.

### I. ACTIONS TAKEN:

- A. After consultation with Clayton Rascoe, Executive Director, approved a reduction of the lease with Massanetta Springs for January through April 2025 to the monthly rate of \$2,200, and for May through December 2025 to the monthly rate of \$1,800, and authorized Bronwen to sign the lease. (The total expense for the 2025 office lease will be \$23,200.)
- B. Approved proceeds of the sale of the former North Main Street presbytery office to be used to pay the monthly Massanetta Springs lease.
- C. Approved establishing a \$5,000 line-item in the 2025 budget to the Committee on New Congregational Development.
- D. Approved a 5% cost of living adjustment to all Presbytery Office staff for 2025.
- E. Approved a proposed 2025 budget with projected expenses totaling \$646,053.78. Projected receipts of congregational pledges in response to the annual asking letters will be supplemented by taking \$114,800 from the operating endowment fund.

### II. RECOMMENDATION: (*approved*)

That Presbytery approve the 2025 Budget as found on pages 133-136.

## **COMMITTEE ON MINISTRY**

Teaching Elder Patrick Pettit, Chair, referenced their written report on page 139, noting they are working on revising the Anti-Racism Policy and anticipate bringing it to the May Presbytery Meeting for approval. The Committee received and approved a request from the Westminster Church and Teaching Elder April Cranford to dissolve their pastoral relationship and to enter a covenant relationship with TE Cranford. (See page 140 for background information.) Concerns were raised from the Body regarding precedent, protection of an installed pastor, process of the situation, how to deal with calls with the recent revisions from the Board of Pensions regarding families, as well as continuing as a connectional church. Teaching Elder April Cranford addressed the Body noting that the changes to their pastoral relationship was her idea considering the increased cost with the Board of Pensions. TE Pettit noted that further discussion on the floor of Presbytery is anticipated for guidance on these types of situations.

## **PROPOSED AMENDMENTS TO THE CONSTITUTION**

Teaching Elder Bronwen Boswell, General Presbyter/Stated Clerk, reported the General Assembly has sent 12 amendments and one agreement to the presbyteries for their vote. The plan is to vote on some of these in February and some in May. Informational opportunities will be provided, and as further information is available, we will share it with you. If you have particular questions concerning these, please contact the Stated Clerk. Below is the link to the amendment booklet for you to begin your review.

[https://www.pcusa.org/site\\_media/media/uploads/oga/pdf/2024\\_0920\\_ga226\\_proposed\\_boo\\_amendments\\_ecumenical\\_agreement.pdf](https://www.pcusa.org/site_media/media/uploads/oga/pdf/2024_0920_ga226_proposed_boo_amendments_ecumenical_agreement.pdf)

## **ADJOURNMENT**


The meeting adjourned at 12:16 p.m. with prayer by the Moderator. The Presbytery will meet via Zoom on Tuesday, February 25, 2025, beginning at 9:30 a.m.

William North, Moderator

Bronwen Boswell, Stated Clerk

Kim Stroupe, Recording Clerk

## DOCKET

- 9:30 a.m. Opening Prayer and Call to Order
- 9:35 a.m. Determining a Quorum  
Procedural Rules  
Introduction of Guests and Seating of Corresponding Members  
Adoption of the Docket  
Report of Associate General Presbyter – Nancy Meehan Yao  
Report of General Presbyter/Stated Clerk -Bronwen Boswell
- 10:00 a.m. Worship with Communion
- QR code for online giving to *Presbyterian Disaster Assistance*
- 
- 11:00 a.m. Committee on Mission and Outreach – RE Dave Thalman
- 11:05 a.m. Shenandoah Presbytery Corporation – President Kenneth Miller  
Treasurer’s Report – Linnea Harris
- 11:20 a.m. Committee on Nominations – TE Ann Held
- 11:30 a.m. Committee on Educational Resources – John Dull
- 11:40 a.m. Coordinating and Planning Commission – TE April Cranford  
Administrative Commission to Springfield Church  
2025 Presbytery Meeting dates
- 11:45 a.m. Committee on New Congregational Development – TE Kevin Hay
- 11:50 a.m. Committee on Presbytery Administration – TE Fletcher Hutcheson  
Proposed 2025 Budget  
Per Capita Giving 2024 Report
- 12:20 p.m. Committee on Ministry – TE Patrick Pettit  
Change in Relationship Status between Westminster Church & TE April Cranford
- 12:35 p.m. Introduction of Amendments to the Constitution – TE Bronwen Boswell
- 12:40 p.m. Anticipated Adjournment

## COMMITTEE ON MISSION AND OUTREACH (CMO)

Purpose: Coordinate and oversee local, national, and international mission work through the Presbytery, congregations, and local mission organizations. CMO will provide information, resources, encouragement, and support.

CMO members: Gwen Carr (Chair, Jan-Sep), Dave Thalman (Chair, Oct-Dec), Renee Campbell, Cheryl Henderson, Sara Holben, Lois Howe, Russell Low, Ellen Miller, Robin Owens, Vanessa Smith, Nancy Meehan Yao (ex officio).

CMO met in August, September, and October and took the following actions:

- Received a report about the successful Baja Mission Trip and approved their request to share their trip experiences with the Presbytery in September,
- Approved distribution of Hunger Funds for the second and third quarters totaling \$14,330 and \$9,958 respectively,
- Approved the annual wire transfer of \$10,170.63 to our Ethiopia partners

**SHENANDOAH PRESBYTERY CORPORATION**  
**FINANCIAL REPORT TO THE MEMBERS OF THE CORPORATION**  
**July 1, 2023 THROUGH JUNE 30, 2024**

The Corporation's fiscal year is from July 1st to June 30th. Net investment income will be available for use/distribution at the end of the current calendar year pursuant to directions on file. Funds are available for withdrawal quarterly and must be requested in writing prior to the end of the quarter. Quarterly payment is necessitated because the Corporation selects long-term investments that are not intended to be available on a demand basis. All accounts due to churches and trusts are invested in the same manner as a mutual fund. A valuation of the investment securities held is made at the end of each quarter to determine the amount allocable to each account held by the Corporation.

Total assets of the Corporation on June 30, 2024 totaled \$16,446,971, up from \$14,991,243 on June 30, 2023. A total of \$169,510 continues as non-income-producing real estate, unchanged from last year. For this fiscal year, interest and dividend income on investments before expenses totaled \$359,656 (2.4% of investments in marketable securities at the beginning of the fiscal year) compared to \$336,890 (2.42%) in the previous fiscal year. Net realized and unrealized gain on marketable securities totaled \$2,084,272 compared to a \$1,406,247 gain in the previous fiscal year. Investment expenses were \$80,430 compared to \$77,540 last year. The overall investment portfolio (including cash and marketable securities) experienced a net investment income of \$2,363,498 or 15.99% of the beginning invested assets.

Investments held by the Corporation for this fiscal year ending June 30, 2024 comply with the Corporation's Investment Policy, which is stated as follows: Shenandoah Presbytery directs the Corporation to hold investments that satisfy the divestment criteria prescribed by Mission Responsibility Through Investment ("MRTI"), created and maintained by the Presbyterian Church (U.S.A.). The Corporation supports and follows this policy based on these operational guidelines: The Corporation shall not hold stock directly in debt or equity securities of any MRTI listed entity; The Corporation may hold shares of mutual funds or exchange traded funds which invest in MRTI listed securities subject to the following limitations: The size of the Corporation's indirect listed holdings shall be so small as to be clearly immaterial and without economic influence when considered in relation to the Corporation's investment securities portfolio. This shall be determined by the following de minimis rule: The total value of indirect listed investments shall be immaterial so long as it is less than 2% of the total value of the Corporation's mutual fund portfolio.

Seven of the eight main Presbytery committees have funds available for use and held within the corporation.

1. Committee on Church Vitality and Transformation provides grants through the Barnabas Fund – emergency church building needs; Church Re-Development Reserve – helps existing churches; Edward A. Dudley Trust – support of small churches; and Jonathan Edwards Trust – supports church work in specific counties. Existing churches can reach out to this committee for possible help with varying concerns.

2. Committee on Educational Resources provides grants and loans for camp and college. Look on the web site; [www.shenpres.org](http://www.shenpres.org) for camp and college scholarship applications.

3. Committee on Mission & Outreach helps with foreign and domestic mission work through the Bernice Hiatt Estate; Bolling Hobson fund; Sam Ramsey fund; and the Lyle M. Moffett grant. Applications for these mission funds are available on the web site; [www.shenpres.org](http://www.shenpres.org).

4. Committee on New Congregational Development is working to formulate and implement a comprehensive plan for new congregations and new worshipping communities within the bounds of the presbytery. This work can be done through the David Nuzum Estate and the WV Panhandle Fund.

5. Committee on Presbytery Administration oversees the management of presbytery funds, as well as the Harry S. McClung Estate, GP Discretionary Fund, and the Operating Endowment fund.

6. Committee on Preparation for Ministry works to oversee the care and examination of inquirers and candidates for ministry. They have grants available through the Bolling Hobson Trust, Glenn E. Yount Scholarship, Willis Gibson Trust and a reserve for Education of Candidates.

7. Committee on Ministry has funds available for the Strong Ministers Grant. Applications for this grant are available on the web site; [www.shenpres.org](http://www.shenpres.org). Once approved in writing by the committee chair, the funds request will be submitted to the Corporation by the Funds Administrator.



CURRENT OFFICERS

Kenneth H. Miller, President  
\_\_\_\_\_, Vice-President  
Linnea J. Harris, Treasurer  
Alan F. Garrison, Secretary

DIRECTORS

CLASS OF 2024

Kenneth H. Miller  
Burnie Powers  
Rev. Rob Vaughan  
Dr. Samuel McLaughlin  
Rev. James Lunde

CLASS OF 2025

John Bosserman  
Alan Garrison  
Jacqueline May  
Carole Fox

CLASS OF 2026

William Bayliss  
David B. Hawkins  
Lowrie Tucker  
Emmett Toms

Accountant: Brown, Edwards & Company, LLP  
Atlantic Union Bank, Investment Portfolio Manager

## COMMITTEE ON EDUCATIONAL RESOURCES

The Committee on Educational Resources provides scholarship funding to those groups who seek to attend camps and conferences as well as those individuals who are looking for additional funding for collegiate studies. This past summer we were able to award \$5,500 total between seven groups to attend summer conferences. We also awarded a record 39 applicants a total of \$18,000 in individual college scholarships this year.

Following the excitement of the summer, the CER turned our focus toward the Big Event and International Peacemaker initiatives. Many of you were able to enjoy both of these blessings as we held the Big Event in conjunction with our last (September) Presbytery meeting, and hosted our International Peacemaker (Peter Egwuda) from Nigeria who spoke to those gathered.

During the latter part of the summer and moving into the Fall, the Youth Leaders Network, a task-force subcommittee of the Committee on Educational Resources, planned and prepared and executed the first Presbytery-wide overnight youth event in several years. The Shenandoah Presbytery Youth Lock-In was hosted at Massanetta Springs on October 19 through 20, with eight churches represented by 45 youth and ten adult chaperones, and led by members of our Youth Leaders Network. Those responsible for making this event happen include Rebekah Witt from Opequon, Colleen Stearns from First Winchester, John Tindall from Westminster, Rae Watson from Covenant, Sandra Hayslette from Lexington, and myself from Tinkling Spring. The event was full of games, fellowship, prayer stations, thoughtful activities, and relationship building experiences. Worship and Keynote addresses were given by the Reverend Casey Clarke of New Monmouth.

In February, you'll recall the Presbytery heard a presentation from Rise/uKirk campus ministries at James Madison University in Harrisonburg. The CER funds a portion of this ministry through an annual budget line item. The Presbytery also collected an offering to support this ministry at the February meeting. A combined contribution of \$2,945 has been sent to support the ministry efforts of Rise/uKirk on the campus of JMU. However, in recent conversation with Alexis Owen, head pastor for the ministry, one of the greatest helps we as a Presbytery could provide is contact information for young presbyterians at JMU. Please share with all of those students at JMU you may have in your congregation that Alexis is a wonderful human being, a faithful leader, and host to many amazing ministry programs in their campus community. Share that this ministry hosts a weekly Dinner Church, where students are fed, worship, and even learn some practical life tips during the program. This is in addition to the traditional weekly worship service they host. Ask your students if you can share their contact information with Alexis, who promises to reach out to all the new folks she can this semester. Then, share Alexis' information with them. Her phone number is (540) 325-4567; her email is [riseharrisonburg@gmail.com](mailto:riseharrisonburg@gmail.com).

In an effort to do some important stewardship work with the resources we manage, the CER has recently voted to send recommendation (a motion will be forthcoming) to the Presbytery to put our History Book funds to better use digitizing the records of the Shenandoah Presbytery. You see, even the corners of our ministry which haven't been frequented for a while need dusting, and we are hard at work keeping everything in order.

As we move into the new year, please be on the lookout for future ministry efforts from CER. Among those exciting events coming up for 2025 is the Presbyterian Youth Triennium, now hosted in Louisville, Kentucky. High School students will be able to express their interest in this once-in-three-years event, the largest gathering of Presbyterian Youth in the world, and join a potential group from the Shenandoah Presbytery.

And finally, the Committee on Educational Resources would like to be clear that though the past year has seen quite a bit of activity and energy directed toward youth and young adult ministry, and not much toward those of older generations, have no fear. This intentional focus on the younger generations will be followed in 2025 with intentional special ministry and education events and resources for *intergenerational* and aging Presbyterians, even as we continue those youth and young adult focused ministries.

## ADMINISTRATIVE COMMISSION TO SPRINGFIELD CHURCH

A report with recommendations was circulated prior to today's meeting. Patrick Pettit outlined the work of the Commission that was formed at the February 27, 2024, Presbytery Meeting. Noting that action needs to be taken prior to the next Presbytery Meeting, ***a motion was made, seconded and carried to approve the following:***

WHEREAS the Springfield congregation has provided faithful ministry in its community for many years; and

WHEREAS the congregation, while still faithful to the Gospel, has dwindled to an unsustainable number; and

WHEREAS they have requested in a duly constituted congregational meeting that the Presbytery of Shenandoah dissolve their congregation;

BE IT RESOLVED: The Administrative Commission moves the following:

1. The Springfield congregation be dissolved immediately, and those members who so desire have their membership transferred at their request.
2. The minutes of the Springfield Presbyterian Church be deposited with Presbyterian Historical Society.
3. Any remaining financial obligations be met.
4. The remaining financial assets, if any, be transferred to Shenandoah Presbytery.

*The Commission further moves:*

- A. The former Springfield Presbyterian Church property be transferred "as is," including all remaining contents, to John and Julie Frazier for the sum of \$170,000, in accordance with the laws of the state of West Virginia.
- B. At the request of the former Springfield congregation, the sum of \$51,000 be reserved for dispersal to local missions by Shenandoah Presbytery; a list with recommended amounts will be submitted to Presbytery when the way is clear.

## COMMITTEE ON NEW CONGREGATIONAL DEVELOPMENT (CNCD)

**Purpose:** To formulate and implement a comprehensive plan for location, funding, and development of new congregations and new worshipping communities within the bounds of the presbytery.

<https://shenpres.org/committees/committee-on-new-congregational-development-cncd/>

**CNCD Committee members:** Kevin Hay (Chair), Gusti Newquist (Treasurer), Rachel Hamburger (Secretary), Drew Ditzel, Julia Burkley, Jeff Binder

### **Current New Worshipping Communities:**

#### **Partnership:**

Church of the Wild - Two Rivers

<https://www.churchofthewild2rivers.com/gathering-times.html>

Partnership Start Date: April, 2019

#### **Covenant NWC:**

Community Cup & More - Coffee Shop & NWC

<http://communitycupcoffeeandmore.com>

Covenant Start Date: 11/21/21      Renewal Date: April, 2024

#### **Community Cup**

- The LLC has officially been dissolved and reconstituted as a 501 (c) 3. Community Cup now has a new Tax ID # and is working on the process of finally becoming a tax-exempt organization which will help greatly in their ability to fundraise and apply for grants. Community Cup has a “transitional” board of directors through the end of 2024 with the plans of a more permanent board of directors starting in 2025. There are still some details of the new organization that we are working through with the lawyer.
- CNCD met with Leaders of Community Cup on October 16th as a follow-up to their current Covenant agreement. We received updates on the progress of the ministry and discussed a request for funds through April 2025 when they will apply to renew the Covenant. We are doing our best to balance the reality of diminishing funds available as a committee while also continuing to support the important ministry of Community Cup.
- Community Cup will be involved in leading worship at the November Presbytery meeting.

#### **Treasurer’s Report (CNCD and NWC-WV) - Gusti Newquist**

- CNCD approved continuing Dwight’s Board of Pensions coverage in the “transitional” plan.
- We are also seeking to reapply for the Board of Pensions Grant for NWC Leaders after reworking Dwight’s Terms of Call to meet the 2025 Median Salary of \$70,000. The savings would be reinvested into the ministry of Community Cup.
- <https://pensions.org/what-we-offer/benefits-packages/Benefits-grants-for-organizing-pastors-and-evangelists>
- CNCD has committed the majority of our Corporate Funds to Community Cup’s Pastor, Program expenses, and support of the Coffee Shop. We are discerning how to move forward as a committee and actively pursuing additional funds.

#### **Funding for NWC’s**

- We are grateful to receive budgeted funds from CPA of \$5,000 for CNCD.
- We are also grateful to discover there is a fund specifically for legal fees.
- We continue to talk with Bronwen regarding other funds that could potentially be available to CNCD and NWC’s.

#### **Educational Time for CNCD Meetings**

- We have started incorporating educational times into our meetings.
- We have discussed several resources to read together as a committee and have decided to begin reading through a document provided by the denomination.
  - **Starting New Worshipping Communities: A Process of Discernment**
  - <https://www.presbyterianmission.org/resource/starting-new-churches/>

**Next CNCD Meeting: Nov 20th, (3rd Wed) @ 1:30pm**

## 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.: Gayle Allen, Jim Barb, Betsy Glendye, Eric Hulett, Fletcher Hutcheson, Jim Johns, Harold Tongen, Dick Travis, and Tom Van Meter

The C.P.A. held a Zoom meeting at 1:30 p.m., Thursday, September 19, 2024. Bronwen Boswell, Heather Carter, and Nancy Meehan Yao, members of the presbytery staff, also participated. Dick Travis volunteered to be the secretary for this meeting.

Bronwen has been in consultation with Clayton Rascoe, Executive Director of Massanetta Springs Conference Center, regarding the lease for the presbytery office. After discussion, a motion was made that the C.P.A. approve a reduction of the lease with Massanetta Springs for January through April 2025 to the monthly rate of \$2,200, and for May through December 2025 to the monthly rate of \$1,800, and that the C.P.A. authorize Bronwen to sign the lease. The motion passed unanimously. The total expense for the 2025 office lease will be \$23,200.

After discussion, a motion was made that the proceeds of the sale of the former North Main Street presbytery office will be used to pay the monthly Massanetta Springs lease. The motion passed unanimously.

After discussion, a motion as made that the Committee on New Congregational Development (C.N.C.D.) will have a \$5,000 line item established for the 2025 budget. The motion passed unanimously. This was in response to a request from C.N.C.D. All other presbytery committees currently have budget line expense amounts.

The participating presbytery staff members temporarily left the Zoom meeting and the C.P.A. members discussed possible cost of living adjustment (C.O.L.A.) amounts for the staff in 2025. A motion was made that the staff C.O.L.A. for 2025 will be 5%. The motion passed unanimously. By passing this motion, the C.P.A. approved a proposed 2025 budget with projected expenses totaling \$646,053.78. Projected receipts of congregational pledges in response to the annual asking letters will be supplemented by taking \$114,800 from the operating endowment fund. The \$23,200 for the presbytery office lease will be taken from the proceeds of the sale of the former presbytery office, which are invested with the Presbyterian Foundation.

The next meeting of the C.P.A. will take place at 1:30 p.m., Thursday, October 17, 2024. This will be a Zoom meeting.

<b>Proposed Budget Worksheet - 2025</b>				
	2023	2024	2024	2025
	Actual	Actual as of 9/30/2024	Budget	Proposed Budget
Resources Provided by:				
Acceptances from Congregations	429,243.48	288,666.62	504,804.25	508,053.78
<b>Corporation Distribution - Operating Endowment Fund</b>	121,833.47	100,186.47	133,582.00	114,800.00
<b>Corporation Distribution - from sale of 1111 N Main Street</b>				23,200.00
Total	551,076.95	388,853.09	638,386.25	646,053.78
Resources Used For:				
Church Vitality & Transformation CCVT				
CCVT Operating Expenses	30.69	20.00	1,000.00	1,000.00
Total CCVT	30.69	20.00	1,000.00	1,000.00
Educational Resources CER				
Big Event	4,000.00	572.50	4,000.00	4,000.00
Intergeneration Faith Program	10.45	500.00	2,000.00	2,000.00
Massanetta Springs	1,000.00	-	1,000.00	1,000.00
Presbyterian Campus Ministry	2,500.00	-	2,500.00	2,500.00
Total CER	7,510.45	1,072.50	9,500.00	9,500.00
Mission & Outreach CMO				
CMO Operating Expenses	-	-	300.00	300.00
Disaster Prep Team	500.00	50.00	500.00	500.00
Mission Communities	-	1,000.00	1,000.00	1,000.00
Partnership				
IBS Evan & Dev Support	6,000.00	3,000.00	6,000.00	6,000.00
BSCO Support	1,000.00	500.00	1,000.00	1,000.00
Visits to & from Ethiopia	1,045.72	2,000.00	2,000.00	2,000.00
ESL Program	-	-	500.00	500.00
Missionary - Cindy Corell - Haiti			1,000.00	1,000.00
Missionary - Doug Dicks - Middle East			1,000.00	1,000.00
Total CMO	8,545.72	6,550.00	13,300.00	13,300.00
New Congregational Development CNCD				
CNCD Operating Expenses	-	-	-	5,000.00
Total CNCD	-	-	-	5,000.00

	2023	2024	2024	2025
	Actual	Actual as of	Budget	Proposed
		9/30/2024		Budget
Presbytery Administration CPA				
Payments to Governing Bodies: 8,868 - 2023 Membership				
GA Per Capita (2025 - \$10.84 2026 - \$11.26)	95,564.70	67,553.86	90,071.80	96,129.12
Synod - Per Capita (2025 -\$1.15)	11,157.30	7,927.25	10,569.65	10,198.20
GA - Shared Mission Support	4,000.00	2,997.00	4,000.00	4,000.00
Synod - Shared Mission Support	200.00	144.00	200.00	200.00
Total Payments to Governing Bodies	110,922.00	78,622.11	104,841.45	110,527.32
Occupancy				
Rent	34,000.00	28,333.34	34,000.00	23,200.00
Contracted Office Cleaning	1,700.00	1,350.00	2,250.00	2,250.00
Insurance	9,348.92	(75.00)	9,500.00	9,500.00
Total Occupancy	45,048.92	29,608.34	45,750.00	34,950.00
Office Expenses				
Breeze Fees	186.95	109.52	300.00	300.00
Computer & Equipment Purchases	3,415.10	-	4,000.00	3,800.00
Equipment Rental & Technology	6,940.22	7,799.13	11,000.00	
Equipment Rental				3,800.00
Internet	5,148.67	2,291.99	2,900.00	3,100.00
Postage	1,383.28	513.12	2,000.00	3,500.00
Software Subscriptions				5,500.00
Supplies for Office	2,760.64	1,770.53	4,000.00	4,000.00
Telephone		1,699.11	2,300.00	2,300.00
Web Site / Domain Expenses	2,407.37	861.67	2,700.00	2,700.00
Total Office Expenses	22,242.23	15,045.07	29,200.00	29,000.00
Presbytery				
CPA Operating Expenses	-	-	250.00	250.00
Listening Team	-	-	500.00	500.00
Mileage Reimbursement	-	-	750.00	750.00
Presbytery Meeting Expenses	1,417.99	1,549.08	2,000.00	2,000.00
Total Presbytery	1,417.99	1,549.08	3,500.00	3,500.00
Personnel Costs	361,149.28	252,696.67	423,744.80	431,726.46
Total CPA	540,780.42	377,521.27	607,036.25	609,703.78

	2023	2024	2024	2025
	Actual	Actual as of 9/30/2024	Budget	Proposed Budget
Preparation for Ministry CPM				
CPM Operating Expenses	486.99	183.22	1,000.00	1,000.00
Total CPM	486.99	183.22	1,000.00	1,000.00
Pastoral Transition CPT				
CPT Operating Expenses	546.05	466.66	675.00	
Quarterly Interim Summits			400.00	
Liaison Training	201.92	-	1,500.00	
Mediation Skills Training			1,500.00	
Background Check Underwriting			200.00	
Holy Cow Consultant Honoraria			1,500.00	
Total CPT	747.97	466.66	5,775.00	-
Relational Ministry CRM				
CRM Operating Expenses	2.00	61.50	775.00	
Total CRM	2.00	61.50	775.00	-
Committee on Ministry COM				
COM Operating Expenses				6,550.00
Total COM	-	-	-	6,550.00
Total Resources Used	558,104.24	385,875.15	638,386.25	646,053.78
Difference - To or (from) Provided Resources	(7,027.29)	2,977.94	-	-



2025 PERSONNEL COSTS with 5% COLA											
Position	5% COLA	Matching FICA	Board of Pensions Medical	Pension	Death	Temp Dis.	Travel	Mileage	Con Ed	Total	
	0.05	0.0765		0.085	0.01	0.005					
Ordained Staff	\$144,611.71	\$11,024.55	\$27,831.60	\$12,249.50	\$1,441.12	\$720.56	\$7,000.00	\$14,000.00	\$3,500.00	\$222,379.02	
Support Staff	\$129,317.01	\$9,892.75	\$50,330.20	\$10,886.36	\$1,280.75	\$640.37	\$6,000.00		\$1,000.00	\$209,347.44	
Totals	\$273,928.72	\$20,917.30	\$78,161.80	\$23,135.85	\$2,721.86	\$1,360.93	\$13,000.00	\$14,000.00	\$4,500.00	\$431,726.46	

Church	2022 Members	2024	2024	2024	2024 %	per Member by Acceptance	GA \$10.24	Synod \$1.17	Actual to Presbytery
		Actual Asking	2024 Accepted	2024 Actual Received					
Augusta Stone	91	5,000.00	5,000.00	3,753.00	75%	54.95	\$931.84	\$106.47	2,714.69
Ben Salem	30	1,768.00	1,768.00	17.00	1%	58.93	\$307.20	\$35.10	(325.30)
Berkeley Springs	50	2,808.00	2,691.08	1,345.54	50%	53.82	\$512.00	\$58.50	775.04
Berryville	140	9,000.00	9,000.00	7,500.00	83%	64.29	\$1,433.60	\$163.80	5,902.60
Bethany	75	4,290.00	4,290.00	3,217.50	75%	57.20	\$768.00	\$87.75	2,361.75
Bethesda	147	8,073.24	7,000.00	5,250.00	75%	47.62	\$1,505.28	\$171.99	3,572.73
Beulah	37	2,100.00	2,100.00	2,100.00	100%	56.76	\$378.88	\$43.29	1,677.83
Bloomery	39	2,141.88	-	-	zero	zero	\$399.36	\$45.63	(444.99)
Bridgewater	95	5,217.40	2,500.00	3,305.00	132%	26.32	\$972.80	\$111.15	2,221.05
Broadway	35	2,500.00	2,500.00	-	0%	71.43	\$358.40	\$40.95	(399.35)
Buckton	24	1,318.08	1,318.08	988.56	75%	54.92	\$245.76	\$28.08	714.72
Buena Vista	88	4,832.96	4,000.00	2,666.31	67%	45.45	\$901.12	\$102.96	1,662.23
Buffalo Gap	10	549.20	549.20	549.20	100%	54.92	\$102.40	\$11.70	435.10
Bunker Hill	81	4,836.00	4,836.00	3,627.00	75%	59.70	\$829.44	\$94.77	2,702.79
Burlington	19	1,206.98	1,206.98	1,206.98	100%	63.53	\$194.56	\$22.23	990.19
Burnt	23	1,263.16	200.00	-	0%	8.70	\$235.52	\$26.91	(262.43)
Charles Town	290	15,926.80	3,000.00	-	0%	10.34	\$2,969.60	\$339.30	(3,308.90)
Circleville	31	1,800.00	1,800.00	1,800.00	100%	58.06	\$317.44	\$36.27	1,446.29
Clear Brook	10	549.20	549.20	500.00	91%	54.92	\$102.40	\$11.70	385.90
Collierstown	83	4,558.36	2,275.00	2,275.00	100%	27.41	\$849.92	\$97.11	1,327.97
Cooks Creek	206	12,400.00	10,000.00	6,666.64	67%	48.54	\$2,109.44	\$241.02	4,316.18
Covenant	483	33,000.00	33,000.00	24,750.00	75%	68.32	\$4,945.92	\$565.11	19,238.97
Craigsville	16	878.72	500.00	500.00	100%	31.25	\$163.84	\$18.72	317.44
Elk Branch	21	1,212.38	1,212.38	1,212.38	100%	57.73	\$215.04	\$24.57	972.77
Elkton	48	2,710.00	2,400.00	2,400.00	100%	50.00	\$491.52	\$56.16	1,852.32
Fairfield	36	1,980.00	1,980.00	825.00	42%	55.00	\$368.64	\$42.12	414.24
Falling Waters	93	5,107.56	4,400.00	2,933.36	67%	47.31	\$952.32	\$108.81	1,872.23
Finley Memorial	89	4,887.88	500.00	208.35	42%	5.62	\$911.36	\$104.13	(807.14)
Franklin	55	4,000.00	3,100.00	2,325.00	75%	56.36	\$563.20	\$64.35	1,697.45
Front Royal	96	5,272.32	5,272.32	3,954.75	75%	54.92	\$983.04	\$112.32	2,859.39
Gerrardstown	53	2,910.76	2,910.76	2,910.76	100%	54.92	\$542.72	\$62.01	2,306.03
Glen Kirk	23	1,263.16	750.00	-	0%	32.61	\$235.52	\$26.91	(262.43)
Goshen	22	1,208.24	250.00	250.00	100%	11.36	\$225.28	\$25.74	(1.02)
Hebron	78	6,800.00	3,020.60	-	0%	38.73	\$798.72	\$91.26	(889.98)
Hedgesville	24	1,716.00	1,500.00	1,500.00	100%	62.50	\$245.76	\$28.08	1,226.16
Hermitage	39	2,400.00	1,800.00	1,800.00	100%	46.15	\$399.36	\$45.63	1,355.01
Highland Memorial	43	2,361.56	2,362.00	1,771.50	75%	54.93	\$440.32	\$50.31	1,280.87
Hot Springs	36	1,977.12	750.00	800.00	107%	20.83	\$368.64	\$42.12	389.24
Immanuel	18	1,300.00	1,300.00	1,300.00	100%	72.22	\$184.32	\$21.06	1,094.62
Ivanhoe	29	1,800.00	1,800.00	1,350.00	75%	62.07	\$296.96	\$33.93	1,019.11
Keyser	64	3,850.00	3,850.00	-	0%	60.16	\$655.36	\$74.88	(730.24)
Lexington	338	18,562.96	18,562.96	13,987.53	75%	54.92	\$3,461.12	\$395.46	10,130.95
Little Falls	6	450.00	550.00	550.00	100%	91.67	\$61.44	\$7.02	481.54
Loch Willow	79	5,000.00	5,000.00	2,500.00	50%	63.29	\$808.96	\$92.43	1,598.61
Massanutten	342	20,696.00	20,700.00	15,525.00	75%	60.53	\$3,502.08	\$400.14	11,622.78
McCutchen	7	384.44	-	-	zero	zero	\$71.68	\$8.19	(79.87)
McDowell	60	3,295.20	600.00	450.00	75%	10.00	\$614.40	\$70.20	(234.60)
Middletown	27	1,482.84	1,482.84	1,482.84	100%	54.92	\$276.48	\$31.59	1,174.77
Millboro	30	1,647.60	750.00	750.00	100%	25.00	\$307.20	\$35.10	407.70
Monterey	54	2,965.68	2,965.68	2,965.68	100%	54.92	\$552.96	\$63.18	2,349.54
Moorfield	169	9,281.48	8,400.00	6,300.00	75%	49.70	\$1,730.56	\$197.73	4,371.71
Mossy Creek	105	5,766.60	3,200.00	2,400.00	75%	30.48	\$1,075.20	\$122.85	1,201.95
Mt. Carmel	75	4,119.00	4,119.00	2,058.60	50%	54.92	\$768.00	\$87.75	1,202.85
Mt. Hope	18	989.90	989.90	-	0%	54.99	\$184.32	\$21.06	(205.38)

Church	2022 Members	2024 Actual Asking	2024 Accepted	2024 Actual Received	2024 % Paid	per Member by Acceptance	GA \$10.24	Synod \$1.17	Actual to Presbytery
Mt. Horeb	116	6,370.72	3,000.00	1,500.00	50%	25.86	\$1,187.84	\$135.72	176.44
Mt. Joy	10	728.00	728.00	728.00	100%	72.80	\$102.40	\$11.70	613.90
Mt. Olive	85	5,250.00	5,250.00	-	0%	61.76	\$870.40	\$99.45	(969.85)
Mt. Storm	21	1,500.00	1,500.00	1,500.00	100%	71.43	\$215.04	\$24.57	1,260.39
New Monmouth	91	4,997.72	4,997.72	3,748.29	75%	54.92	\$931.84	\$106.47	2,709.98
New Providence	104	5,750.00	5,760.00	4,800.00	83%	55.38	\$1,064.96	\$121.68	3,613.36
Nineveh	27	1,482.84	840.00	745.00	89%	31.11	\$276.48	\$31.59	436.93
Olivet	106	5,821.52	-	-	zero	zero	\$1,085.44	\$124.02	(1,209.46)
Opequon	521	32,000.00	32,500.00	24,375.01	75%	62.38	\$5,335.04	\$609.57	18,430.40
Oxford	126	6,978.08	3,459.00	3,459.00	100%	27.45	\$1,290.24	\$147.42	2,021.34
Petersburg	74	4,064.08	4,064.08	3,048.03	75%	54.92	\$757.76	\$86.58	2,203.69
Piedmont	29	3,600.00	3,600.00	3,000.00	83%	124.14	\$296.96	\$33.93	2,669.11
Pines Chapel	51	5,180.00	5,180.00	-	0%	101.57	\$522.24	\$59.67	(581.91)
Rocky Spring	13	713.96	400.00	400.00	100%	30.77	\$133.12	\$15.21	251.67
Romney	76	4,212.00	3,500.00	3,500.00	100%	46.05	\$778.24	\$88.92	2,632.84
Ruddle	13	713.96	677.46	677.46	100%	52.11	\$133.12	\$15.21	529.13
Second Opequon	37	2,200.00	2,200.00	1,650.00	75%	59.46	\$378.88	\$43.29	1,227.83
Seneca Rocks	33	1,831.13	1,831.13	1,831.13	100%	55.49	\$337.92	\$38.61	1,454.60
Shepherdstown	294	16,320.50	16,320.50	12,240.50	75%	55.51	\$3,010.56	\$343.98	8,885.96
Slanesville	11	604.12	300.00	250.00	83%	27.27	\$112.64	\$12.87	124.49
Smyrna	67	3,800.00	3,800.00	2,850.00	75%	56.72	\$686.08	\$78.39	2,085.53
Staunton First	124	6,810.08	5,000.00	-	0%	40.32	\$1,269.76	\$145.08	(1,414.84)
Staunton Second	65	5,000.00	3,600.00	3,753.00	104%	55.38	\$665.60	\$76.05	3,011.35
Staunton Third	88	4,832.96	750.00	-	0%	8.52	\$901.12	\$102.96	(1,004.08)
Strasburg	69	3,789.48	500.00	500.00	100%	7.25	\$706.56	\$80.73	(287.29)
Sunnyside	41	2,251.72	2,251.72	-	0%	54.92	\$419.84	\$47.97	(467.81)
Tabler	28	1,612.00	1,537.76	1,153.35	75%	54.92	\$286.72	\$32.76	833.87
Timber Ridge	98	5,382.16	5,382.16	3,593.36	67%	54.92	\$1,003.52	\$114.66	2,475.18
Tinkling Spring	395	21,693.40	8,000.00	5,999.94	75%	20.25	\$4,044.80	\$462.15	1,492.99
Tomahawk	18	1,100.00	1,000.00	1,000.00	100%	55.56	\$184.32	\$21.06	794.62
Trinity	167	12,500.00	12,500.00	10,000.00	80%	74.85	\$1,710.08	\$195.39	8,094.53
Tuscarora	141	7,743.72	7,743.72	5,807.79	75%	54.92	\$1,443.84	\$164.97	4,198.98
Union	22	1,208.24	-	-	zero	zero	\$225.28	\$25.74	(251.02)
Wardensville	16	2,500.00	2,500.00	-	0%	156.25	\$163.84	\$18.72	(182.56)
Warrenton	370	20,320.40	19,240.00	16,036.00	83%	52.00	\$3,788.80	\$432.90	11,814.30
Waynesboro First	91	5,096.00	5,096.00	3,822.00	75%	56.00	\$931.84	\$106.47	2,783.69
Waynesboro Second	56	3,075.52	3,000.00	2,250.00	75%	53.57	\$573.44	\$65.52	1,611.04
Westminster	211	11,588.12	5,000.00	2,500.00	50%	23.70	\$2,160.64	\$246.87	92.49
Williamsville	12	659.04	659.04	-	0%	54.92	\$122.88	\$14.04	(136.92)
Winchester First	679	37,290.68	37,236.00	27,967.00	75%	54.84	\$6,952.96	\$794.43	20,219.61
Woodstock	154	8,457.68	7,633.88	5,725.44	75%	49.57	\$1,576.96	\$180.18	3,968.30
Zetta	13	713.96	500.00	375.03	75%	38.46	\$133.12	\$15.21	226.70
Bethel (closed)	139	7,633.88	7,633.88	7,633.88	closed	54.92	\$1,423.36	\$162.63	6,047.89
Springfield (closed)	9	494.28	-	-	closed	-	\$92.16	\$10.53	(102.69)
<b>TOTALS</b>	<b>9,191</b>	<b>539,288.61</b>	<b>443,234.03</b>	<b>314,947.69</b>			<b>\$94,115.84</b>	<b>\$10,753.47</b>	<b>204,133.18</b>
		(1)	(2)						
(1) Total asking for churches		(2024 budget based on		\$ 638,386.25	100%	of churches			
(2) Total amount of returned acceptances		minus corp funds		\$ 133,582.00		returned			
				\$ 504,804.25		acceptance letter			
						71% of acceptances have been			
						collected as of			
						10/14/2024			

## COMMITTEE ON MINISTRY (COM)

### I. FOR INFORMATION:

The COM is working on revisions to the Anti-Racism Policy that was presented as a first reading at the September 14 Presbytery Meeting. It is anticipated that the second reading will be at the May Presbytery Meeting.

### II. ACTIONS TAKEN:

- A. Updated the information for installation commissions.
- B. Updated the Changes in Terms of Call form related to the changes from the Board of Pensions.
- C. Appointed Nancy Meehan Yao to serve as moderator to Circleville and Seneca Rocks churches.
- D. Approved Retired Teaching Elder Kevin Channell laboring outside the bounds of Shenandoah Presbytery to serve the Burgettstown Church in Washington Presbytery, if the way be clear.
- E. Excused the following sessions who have requested a waiver for elder rotation in 2025:  
Ben Salem, Buffalo Gap, Hedgesville, New Providence, Second Opequon, and Zetta.
- F. Approved the following contract renewals:
  - Bloomery and CRE David Omps from January 1-December 31, 2025
  - Mt. Carmel and Supply Sarah Hill from October 6, 2024-October 5, 2025
  - Mt. Olive and CRE Stephanie Harris from October 1, 2024-September 30, 2025
  - Sunnyside and Supply Charly Franks from October 1, 2024-September 30, 2025
  - Tabler and Supply Brad Langdon from November 23-December 31, 2024
  - Tabler and Supply Brad Langdon from January 1-December 31, 2025
- G. Granted permission to the Westminster congregation to convene a congregational meeting to dissolve their pastoral relationship with the Rev. April Cranford.
- H. Granted permission to the Westminster session to enter into a contract with the Rev. April Cranford as Covenant Pastor. The actual contract will be approved following the revision of the form of contract from Supply to Covenant Pastor. (See page 140 for background.)

October 6, 2024

Dear Committee on Ministry,

Thank you for receiving Westminster's Covenant Pastor Contract for Rev. April H. Cranford. We hope this letter with attachments will provide COM sufficient answers in approving the contract.

The process of changing the pastor's call status began in May of 2024. In May, Westminster's clerk distributed to the session Shenandoah Presbytery's letter dated April 24, 2024 informing churches of the upcoming changes of the Board of Pensions. Next, the Finance and Pastor Relations Ministries met via zoom with Keenan Rogers, Board of Pensions Consultant to hear the history of benefits and learn of the upcoming changes. In May, Pastor April clarified medical changes with Keenan Rogers on the phone. Then in June, Pastor April met with Rev. Dr. Nancy Meehan Yao outlining the direct steps needed in a change of call from Installed to Supply/Covenant Pastor. In August, Pastor April met with Personnel and Pastor Relations Ministries to formulate a communication plan to the session and congregation for the change in call. At the August session meeting, the session approved the plan to move forward with the change in call for the pastor from installed to supply which included written communication to the congregation and an educational time in a congregational meeting led by Associate Presbyterian Nancy on the changes in medical coverage for pastors and descriptions pastoral roles in the presbytery. Please see the attached insert distributed to the congregation and Nancy's PowerPoint presentation given at the congregational meeting on September 22, 2024 where the congregation voted to continue pursuing the status change for Pastor April.

In October, we received the following questions from Rev. Patrick Pettitt which are answered below:

1. What is the rationale for the change in call status from installed to Covenant Pastor? Westminster's session approved the change from an installed pastor to a covenant pastor as a solution to the increased cost of medical insurance for our pastor. The cost of medical insurance through the Presbyterian Church (U.S.A) for Pastor April and her family will increase from \$16,696 in 2024 to \$29,812 in 2025, an increase of over \$13,000. This is the sole reason for the change in call.
2. Is the Dental benefit listed to be paid to the Board of Pensions, another insurance provider, or is it a reimbursement?  
Pastor April's spouse's insurance includes medical, dental, vision, and out of network providers.
3. How will the Medical benefit be distributed – FSA, or in some other way?  
Pastor April will receive a monthly medical reimbursement along with her monthly mileage and cell phone reimbursements. We have verified this action with an accountant.
4. Why is there a line item 'Sabbatical Savings for WPC's Pulpit Supply' included in the contract?  
Since August of 2015, Westminster has included a sabbatical savings in Pastor April's Terms of Call as a commitment to fulfill this benefit to our pastor and adequately pay for a supply pastor while she is away.

If you have additional questions or would like to discuss further the changes in the pastor's call status, please contact our clerk, Molly Via on behalf of Westminster's Session or Rev. April Cranford.

Serve and Love Well,  
Westminster Presbyterian Church's Session

## FOR INFORMATION ONLY REPORTS

### COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION (CCVT)

**Purpose:** 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.

**CCVT Committee:** Casey Clark, Jo Ann Harman, Diana Kenney, Punker Robertson, Alexa Smith, Jaci Smith Patman (Chair), Rob Vaughan, Nancy Meehan Yao (ex officio).

The CCVT has met twice since the August CPC meeting.

In September, we met to discuss the concept of financial viability, based on documents from various sources. The purpose was to begin to consider what some criteria might be should we begin to offer grants to churches from the Edward A. Dudley Trust. No decisions were taken.

In October, we were faced with just such a request from Elkton Presbyterian Church (EPC), who has been experiencing ongoing flooding issues in their basement and the unavailability of their bathrooms following the drenching rainfall from the remnants of the named storm, Helene. The rainfall has overwhelmed drainage and sewages systems, the latter in part due to a pipe blockage determined to be on the church property. At our October 7 meeting, the CCVT voted to provide a grant to EPC in the amount up to \$10,000, taken from the income fund of the Edward A. Dudley Trust, for the urgent repair/replacement of their sewer line. The church also faces the need to mitigate flood damage in their basement as well as reconfigure aspects of their drainage system, but the sewage system was the first priority. The committee did not rule out the possibility of additional funds to help them move forward. The city is also cooperating with the church to determine if shortcomings in the city's infrastructure contributed at all to the situation. Please keep CRE Judy Hensley and the Session and congregation in your prayers.

### 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 Oct. 9, 2024, Shenandoah Presbytery's CPM has 4 souls under care.

Please pray for our Inquirers and Candidates, their sponsoring congregations, and their places of formation:

#### **Deborah A. Romano - Candidate**

Shepherdstown PC  
Pittsburgh Theological Seminary

#### **Chance Snell - Candidate**

Tinkling Spring PC  
Chance has been approved for ordination in  
the Coastal Carolina Presbytery.

#### **Kimberly Joy Shank -Candidate**

Mossy Creek PC  
Eastern Mennonite Seminary

#### **Mark Dewey - Candidate**

Trinity PC  
Working as a Chaplain

+CPM has updated our polices, processes, and procedures to continue to provide excellent service to those under our care, their home churches, and the churches and other organizations who will benefit from those we prepare for ministry.

We provide financial grants of \$1000 for Inquirers and \$2000 for Candidates per academic year, as well as other financial assistance as needed and for which we have the resources.

We are developing improved training systems to ensure our service of excellence continues year after year as committee members come and go.

Each person under our care is assigned an experienced liaison to guide and encourage them during their seminary experience, ordination exams, and all the other ups and downs of discernment and preparation for ministry.

+ Shenandoah Presbytery will evaluate ordination exams the week of May 5-9, 2025. We must provide 2 ruling elders, and 2 teaching elders, and an alternate to serve as readers by March 31, 2025. The Presbytery has responded faithfully to this work in the past. Contact Rev. Jim Yao for more information.

**+Currently serving on CPM:**

**Class of 2024 - Jim Yao, Sarah Hill, Mark Facknitz**

**Class of 2025 - Houston Lynch, David Howard**

**Class of 2026 – Kathy Shue, Harriet Thompson, Tom Forbes, Brittney Lane**

*+Contact the Nominating Committee if you or someone you know might be interested in joining our team!*

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

**[https://drive.google.com/drive/folders/1mrmlFBAe2q0fyI23G7C72PcSM\\_tcDRiy?usp=sharing](https://drive.google.com/drive/folders/1mrmlFBAe2q0fyI23G7C72PcSM_tcDRiy?usp=sharing)**

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