

HANDBOOK OF REPORTS

for the

207th STATED MEETING

of the

SHENANDOAH PRESBYTERY

Saturday November 15, 2025
Covenant Presbyterian Church
Staunton, Virginia
9:30 a.m.

Shenandoah Presbytery is a covenant body where:

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

MEMO TO: Pastors and Commissioners to Presbytery

FROM: Bronwen Boswell, Stated Clerk

RE: NOVEMBER 15, 2025, MEETING OF PRESBYTERY

The Presbytery of Shenandoah will meet in stated session on Saturday, November 15, 2025, beginning at 9:30 a.m., at Covenant Presbyterian Church in Staunton, Virginia.

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

OFFERING: An offering will be taken during worship designated to the *Presbytery Hunger Fund administered by the Committee on Mission and Outreach*

LUNCH: *Lunch registration and pre-payment is required. Please click here*

<https://shenpres.breezechms.com/form/Nov15-Lunch> **no later than Friday, November 7 at NOON.**

Lunch will be a pulled pork sandwich, baked beans, slaw, chips, dessert & beverage. There will be gluten-free buns and a lentil stew BBQ that is vegan and vegetarian. Please make the appropriate lunch choice online during the payment process.

DIRECTIONS to 2001 N. Coalter St., Staunton, VA 24401

From Interstate 81-N, take exit 225. Turn right onto Woodrow Wilson Parkway and travel 1.5 miles.

At the light, turn left onto Commerce Rd (Route 11) and travel .5 miles.

Turn right onto N. Augusta St and travel .7 miles

Slight left onto N. Coalter St and the church is on the left.

From Interstate 81-S, take exit 225. Turn left onto Woodrow Wilson Parkway and travel 1.5 miles.

At the light, turn left onto Commerce Rd (Route 11) and travel .5 miles.

Turn right onto N. Augusta St and travel .7 miles

Slight left onto N. Coalter St and the church is on the left.

INFORMATION PERTAINING TO MEETINGS OF PRESBYTERY
Per Presbytery Manual Chapter V

Number of Meetings – Our Book of Order (G-3.0304) requires presbyteries to hold stated meetings at least twice each year. At this time, there will be four STATED meetings for 2025:

- Tuesday, February 25, Zoom
- Tuesday, May 20, Woodstock Church
- Saturday, August 23, Zoom
- Saturday, November 15, Covenant Church

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

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

Special Meetings – Special meetings shall be called by the Moderator at the request of, or with the concurrence of, four teaching elders and four ruling elders from different congregations. Should the Moderator be unable to act, the Stated Clerk shall, under the same conditions, issue the call. If neither is able to act, any four teaching elders, along with four ruling elders from different congregations, may call a special meeting. The Synod may direct the Presbytery to convene a special meeting for the transaction of designated business. Notice of a special meeting shall be sent by electronic means and/or by U.S. Mail not less than fifteen (15) days in advance of the date of the special meeting to each teaching elder and to the session of every congregation. The notice shall set out the purpose of the meeting and no other business than that listed in the notice shall be transacted (G-3.0304).

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

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

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

PROCEDURAL RULES

5.5. OPERATING PROCEDURES

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

Seeking to be Faithful Together:

Guidelines for Presbyterians During Times of Disagreement

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

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

ANNOUNCEMENTS
VOTING MEMBERS OF SHENANDOAH PRESBYTERY

All ministers enrolled in Shenandoah Presbytery

Ruling elders commissioned to churches

Ruling elders from each church session

0-400 members = 1 ruling elder

401-800 members = 2 ruling elders

801-1200 members = 3 ruling elders

1201+ = 4 ruling elders

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

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

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

ACRONYMS YOU MAY HEAR AT THE MEETING

AC – Administrative Commission

ARE – Authorized Ruling Elder

CCVT– Committee on Church Vitality & Transformation

CER - Committee on Educational Resources

CMO – Committee on Mission & Outreach

CNCD–Committee on New Congregational Development

COM – Committee on Ministry

CPA – Committee on Presbytery Administration

CPC – Coordinating and Planning Commission

CPM – Committee on Preparation for Ministry

CRE – Commissioned Ruling Elder

DPRT – Disaster Preparedness Response Team

ECO – A Covenant Order of Evangelical

Presbyterians

EECMY - Ethiopian Evangelical Church Mekane

Jesus

EPC – Evangelical Presbyterian Church

GA – General Assembly

IC – Investigating Committee

KCC – Key Church Communicator

LRT – Listening Response Team

MDP – Ministry Discernment Profile

PAM – Presbyterian Association of Musicians

PCA – Presbyterian Church in America

PCUS – Presbyterian Church in the United States

PCUSA – Presbyterian Church (U.S.A.)

PDA – Presbyterian Disaster Assistance

PDP – Personal Discernment Profile

PJC – Permanent Judicial Commission

PNC – Pastor Nominating Committee

RE - Ruling Elder


SPYCE – Shenandoah Presbytery Youth Council

Extraordinaire

TE – Teaching Elder

Ruling Elder Debra Fitzgerald O'Connell of Tinkling Spring Church serves as the
Presbytery Moderator for 2025

DOCKET

- 9:30 a.m. Call to Order & Prayer
- 9:35 a.m. Determining a Quorum
Procedural Rules – Page iii
Welcome by Host Church – TE John Peterson
Introduction of Guests and Seating of Corresponding Members
Appointment of Assistant Clerks
Adoption of the Docket
Report of the Stated Clerk – TE Bronwen Boswell - Pages 2-6
Report of the Associate General Presbyter – TE Nancy Meehan Yao
- 9:50 a.m. Worship
- QR code for online giving to *Presbytery Hunger Fund administered by the Committee on Mission and Outreach*
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- 10:35 a.m. Committee on Ministry – TE Patrick Pettit, Pages 7-8
Introduction of Rev. J. Douglas Sterrett, Honorably Retired – TE Jonathan Bunker, Pages 11-12
- 10:50 a.m. Committee on Preparation for Ministry – TE Brittney Lane
Introduction of Candidate Rebecca Lister – Pages 9-10
- 11:00 a.m. Keenan Rodgers, Church Consultant, Board of Pensions
- 11:10 a.m. Lauren Rogers, Associate Director, Funds Development Office, PCUSA
Special Offerings Review
- 11:25 a.m. Committee on Nominations – TE David Witt, See Supplemental Reports
- 11:35 a.m. Youth Ministry Educational Time
- 12:10 p.m. Committee on Mission and Outreach – TE April Cranford, Pages 16-19
- 12:25 p.m. Instructions for lunch and prayer – TE Rachel Watson
- 12:30 p.m. Lunch
- 1:30 p.m. Intercessory Prayers
- 1:35 p.m. Shenandoah Presbytery Corporation – Kenneth Miller, President
Treasurer's Report – Linnea Harris, Pages 20-21
- 1:55 p.m. Committee on Church Vitality & Transformation – TE Jaci Smith Patman, Pages 22-23
- 2:00 p.m. Committee on Presbytery Administration – RE Eric Hulett, Page 24
2025 Per Capita Giving Report – Pages 25-26
2026 Proposed Budget – Pages 28-29
- 2:15 p.m. Coordinating & Planning Commission – RE Bill North, Page 30
Nominations for members to the Committee on Nominations
- 2:20 p.m. Anticipated Adjournment

STATED CLERK REPORT

I. FOR INFORMATION:

- A. See pages 31-32 for information only reports from the Educational Resources and New Congregational Development committees.
- B. Listening teams for Gracious Dismissal have been assigned as follows:
 - Hermitage Church: TE Tommy Carrico, Finley Memorial
RE Ann Flory, Smyrna
TE Evan Smith, Staunton Second
 - Mt. Olive Church: RE Ron Matthews, Massanutten
RE Mary Lou McMillin, Trinity
TE Ann Pettit, Chaplain, Sunnyside Retirement Community
- C. The following additional 2024 Session Minutes have been read:
 - Without Exceptions:
Mossy Creek, Mt. Horeb, and Zetta
 - With Exceptions:
Immanuel, Keyser, McDowell, Mt. Olive, Mt. Joy, Smyrna, and Union

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 August 23, 2025, Presbytery Meeting as distributed.
- C. That Presbytery elect Ken Smiy to serve a second term as the Presbytery Treasurer from January 1, 2026-December 31, 2028, at the current hourly pay rate.
- D. That Presbytery re-elect Kim Stroupe as the recording clerk for the Presbytery meetings through December 31, 2028.
- E. That Presbytery approve Ruling Elder John Fisher, Winchester First Church, to serve on the Westminster Presbyterian Homes Board as a representative of Shenandoah Presbytery. (WPH is a Board made of two representatives from each presbytery that has a Westminster Canterbury Retirement Facility within its bounds. WPH functions to vest Presbyterian Candidates nominated to the Boards of Trustees of those facilities, ensuring that those Presbyterians nominated are qualified and of good standing within their congregations.)
- F. On behalf of the Coordinating and Planning Commission, I recommend approval of the following Presbytery Manual revisions:
 - 4.2.1. 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.~~

Purpose: To come alongside sessions and congregations who desire to enter a season of discernment regarding vitality, transformation, and spiritual growth, particularly as a component of a strategy to seek a refreshed vision for their congregation as it seeks to engage in the world around them.
 - 4.2.1.1. Membership:
Chair, Vice-Chair, Ten Members-at-Large

4.2.1.2.

Responsibilities:

- ~~A. Define types and degrees of congregational redevelopment that might be offered.~~
- ~~B. Develop and evaluate annually an instrument to assess congregational ability to engage in redevelopment.~~
- ~~C. Identify congregations, not in pastoral transition, to approach about possible interest in revitalization and renewal.~~
- ~~D. Develop, train, and maintain Redevelopment Consultants who will work with congregations from assessment through the implementation of a redevelopment plan.~~
- ~~E. Consult with congregations, not released from the property clause, who wish to consider buying, selling, or encumbering property and explain what will be required by the Book of Order and the presbytery.~~
- ~~F. Review and recommend to presbytery action when a particular congregation, not released from the property clause, requests permission to buy, sell, or encumber any real property.~~
- ~~G. Provide guidelines and procedures for congregations in capital funds campaigns acquiring real property.~~
- ~~H. Develop and maintain procedures for the use of congregational redevelopment funds.~~
- ~~I. Develop and administer presbytery wide conferencing related to congregational redevelopment.~~

- A. Develop and maintain a roster of committee members and consultants who are equipped to come alongside congregations in the work of discernment and implementation around vitality and transformation.
- B. Develop and maintain appropriate resources that will support (a) sessions and consultants in discerning whether a vitality and transformation endeavor is appropriate for a given congregation, as well as (b) congregations as they proceed to chart a course and implement their vision.
- C. Develop and maintain an onramp for sessions (in congregations that are not in pastoral transition), to seek CCVT's assistance around vitality, transformation and redevelopment.
- D. Develop and maintain procedures and guidelines for the use of funds available to and through CCVT. This work shall entail guidance concerning ratios of investment in effort to be undertaken by (a) the Presbytery through the CCVT and (b) the congregation in question.
- E. Develop and administer Presbytery-wide communication related to congregational vitality, transformation, and redevelopment.
- F. Encourage and facilitate conversations between the Corporation and congregations, not released from the property clause, who wish to consider buying, selling, or encumbering property as a part of their plan for this work, whether such a plan is or is not part of a capital fund campaign. In partnership with the Corporation, provide for an explanation of what will be required by the Book of Order and the Presbytery as they pursue changes in property holdings/status.

4.2.3. Committee on Mission and Outreach (CMO)

Purpose: Coordinate and oversee local, national, and international mission work through congregations and ~~this committee mission communities~~. CMO will provide information, resources, encouragement and support.

4.2.3.1. Membership:

Chair, vice-chair (or co-chairs) and ten members-at-large to include ~~representatives of all mission communities if possible~~. Includes persons interested in encouraging and supporting local and international mission activity among the Presbytery's congregations and ~~programs. mission communities~~.

4.2.3.2. Responsibilities:

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

4.2.3.3. Accountability

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

- A. Oversee and administer the mission-related funds of the Presbytery.
- B. Receive and share reports from any local and Presbytery-wide mission endeavors.
- C. Set criteria for the use of designated ~~mission funds by congregations and CMO such as the Moffett Fund for domestic mission, and the Bernice Hiett and Ramsey funds for international mission. such as the Ramsey Fund and the Bernice Hiett Global Mission Fund ("Foreign Mission")~~, to support short term ~~international mission trips and activities by congregations, the Ethiopia Partnership, and Shenandoah Presbytery~~.
- D. Serve as the conscience of the Presbytery by encouraging advocacy efforts ~~on behalf~~ ~~in support~~ of poverty alleviation, justice and compassion.

4.2.3.4. Communications

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

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

4.2.3.5. Support

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

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

* See the resource Seven Standards of Excellence in Short-term Mission **on the Presbytery website.**

~~4.2.7. **Committee on Preparation for Ministry (CPM)**~~

~~Purpose: To oversee the care and examination of inquirers and candidates for ministry, inform sessions of the process for inquiry and candidacy, and conduct examinations of candidates seeking calls within the bounds of this presbytery.~~

~~4.2.7.1. Membership:~~

~~Chair, Vice Chair, Seven Members at Large~~

~~4.2.7.2. Responsibilities:~~

- ~~A. Provide effective means of testing and validating the calls of those seeking to become a teaching elder.~~
- ~~B. Provide potential teaching elders with nurture, guidance, and oversight.~~
- ~~C. Bring to active candidacy those with appropriate abilities and gifts.~~
- ~~D. To review and act on all applications that are a part of the CPM process and to add or remove applicants from the presbytery's roll of inquirers and candidates with the CPM making a full report to presbytery concerning these actions.~~
- ~~E. To approve or disapprove, in consultation with an applicant, inquirer, or candidate, seminaries not related to the Presbyterian Church (U.S.A.) but accredited by the Association of Theological Schools, that are appropriate for that individual's academic and professional preparation as a teaching elder.~~
- ~~F. To approve or disapprove all CPE and/or supervised ministry placements and receive any and all reports, evaluations, etc., associated with these activities.~~
- ~~G. To approve or disapprove any and all requests to take an ordination exam or exams by other accommodations.~~
- ~~H. Ordain candidates to the ordered ministry of teaching elder following a Presbytery approved call, if so requested by the calling Presbytery.~~
- ~~I. Oversee and administer presbytery funds related to Inquirers and Candidates.~~

~~4.2.7.3. Process: See Appendix ____ (NOTE: Appendix number will be assigned when the manual revision is completed.).~~

4.2.7. Committee on Preparation for Ministry (CPM)

Purpose: As a commission of Shenandoah Presbytery, the CPM guides and nurtures inquirers and candidates and oversees the process of preparation for ministry or certification as a Christian educator (G-3.0307), elects readers to evaluate the ordination examinations approved by the General Assembly (G-3.0302b), and, with the Committee on Ministry, approves the first calls for and examines candidates for ordination as ministers of the Word and Sacrament (G-2.0702).

4.2.7.1. Membership:

Chair, Vice-Chair or Co-Chair, Seven Members-at-Large

4.2.7.2.

Responsibilities:

- A. Provide an orientation and training of the CPM's work for CPM members and church sessions.
- B. Develop and approve policies and procedures for relationships with inquirers and candidates and criteria by which to measure individuals' development for ordered ministry.
- C. Provide liaisons and support throughout the process for those seeking certification as a Christian Educator as well as aid for the Education Certification Reference Group.
- D. Receive reports or recommendations regarding each person considered for inquiry, candidacy, certification of readiness to be examined for ordination, and approval to negotiate for service in a ministry that would require ordination as a minister of the Word and Sacrament.
- E. Maintain a roll of inquirers and candidates (G-2.0609), and report actions related to this roll to the Office of the General Assembly through the online preparation for ministry management system. Approve enrolling, transferring, and removing inquirers and candidates and report to the Presbytery.
- F. Provide for the election of standard ordination exam readers as requested by the Presbyteries' Cooperative Committee on Examinations for Candidates (PCC) through Mid Council Ministries of the Office of the General Assembly (G 3.0302b) and report their names and terms of service through the online preparation for ministry management system.
- G. Require a background check for inquirers advancing to candidacy.
- H. Determine the records management system and the records maintenance and retention policies.
- I. Decide whether to enroll an inquirer.
- J. Decide whether to transition an inquirer to candidacy.
- K. Approve inquirers and candidates to take the standard ordination exams.
- L. Approve alternate means of taking the standard ordination exams for good and sufficient reasons.
- M. Assess candidates for readiness to be examined for ordination and/or negotiate for service.
- N. Grant waivers to constitutional standards (G-2.0610) or CPM requirements of all inquirers and candidates as "accommodations to the particular circumstances" of an inquirer or candidate.
- O. For any candidate, including those under our care, who receive a first call within Shenandoah Presbytery, the CPM and COM will establish a temporary joint commission to examine the candidate for ordination and installation.
- P. Establish a temporary commission to conduct an ordination and/or installation service.
- Q. Oversee and administer Presbytery funds related to Inquirers and Candidates.

COMMITTEE ON MINISTRY (COM)

ACTIONS TAKEN:

- A. COM recommends a 2.5% cost of living adjustment for all pastoral relationships.
- B. Concurred with the Committee on Preparation for Ministry in sustaining Rebecca Lister’s examination for ordination and that she becomes a member of Shenandoah Presbytery upon her ordination. (See pages 9-10 for biographical sketch and statement of faith.)
- C. Concurred with the Committee on Preparation for Ministry to ask Carlisle Presbytery to ordain Rebecca Lister on behalf of Shenandoah Presbytery.
- D. Approved the following terms of call between Cooks Creek Church and Rebecca Lister effective May 24, 2026:

Annual Cash Salary	\$45,440
Personally Owned Housing	24,000
Automobile Expense	1,200
Books and Subscriptions	500
Other	800
Continuing Education	1,000
Major Medical (member+children)	22,102
Pension and Disability	6,944
SECA	5,312

Moving expenses to the field as negotiated.

Four weeks annual paid vacation, including four Sundays.

Two weeks annual study leave with pay, including two Sundays. Funds and leave time may be accumulated up to and including three years with agreement of the Session.

Minimum of twelve weeks paid family medical leave per Book of Order G-2.0804.

In the event of your total disability or death, your beneficiary shall receive the current housing allowance for six months and will receive a sum equivalent to your salary for three months.

A sabbatical at the end of six years as outlined in the Shenandoah Presbytery [Sabbatical Policy](#). The church shall budget from the first year of service money that can be accrued for the use of the session in meeting any additional expenses required to provide alternative leadership for the church during the Sabbatical.

The annual amount will be (minimum \$500) \$500

- E. Sustained the examination of Rev. John Douglas (Doug) Sterrett, III, Honorably Retired, (Salem Presbytery) and enrolled him as a member of Shenandoah Presbytery effective October 9, 2025. (See pages 11-12 for biographical sketch and statement of faith.)
- F. COM discussed the concerns and questions that arose at the August Presbytery Meeting concerning the volunteer designation on contracts, and the categorization of stipend versus salary. The COM will keep the option of volunteer designation with a written explanation as found on page 13.
- G. Approved a Board of Pensions Dues Assistance Program that will administer a one-time grant to eligible congregations for the year 2026 or 2027. See pages 14-15.
- H. Excused the following sessions who have requested a waiver for elder rotation in 2026: Ben Salem, Broadway, Buffalo Gap, Clear Brook, Hedgesville, Mt. Storm, Second Opequon and Waynesboro Second.
- I. Approved the following churches to call congregational meetings to elect pastor nominating committees: Massanutten (co-pastor), Mt. Horeb, and Warrenton.

- J. Renewed the following contracts:
- Bridgewater and Transitional Pastor Kate Rascoe until September 14, 2026
 - Mt. Carmel & Covenant Pastor Sarah Hill until October 5, 2026
 - Petersburg & Covenant Pastor Fletcher Hutcheson until October 1, 2026
 - Sunnyside & Temporary Pastor Charly Franks until September 30, 2026
 - Warrenton & Transitional Pastor Patrick Pettit until December 31, 2026
- K. Approved the revised terms of call between Staunton Third Church and Teaching Elder Jacob Singleton, increasing the cash salary by \$12,000, beginning September 7, 2025.
- L. Approved the ministry information profile from Bridgewater Church for an installed pastor.
- M. Approved the transfer of Retired Teaching Elder Kevin Channell to Washington Presbytery effective August 13, 2025.
- N. Added TE Dwight McCormick and Candidate Romano to the supply list.

BIOGRAPHICAL SKETCH
REBECCA CROW LISTER

Faith Heritage:

I grew up in First Baptist Church in Waynesboro, VA. I was baptized there at the age of ten. Church was always an important part of our lives, spiritually, socially, and musically. I actively participated in our youth group which took several mission trips. I remember these as deeply forming events in my life, as they solidified my friendships and increased my curiosity in what it means to be a disciple of Jesus Christ. Several of these trips involved creating “pop-up” Bible schools in various parks and I remember enjoying teaching, singing, and doing crafts with the children. The music program at First Baptist was quite strong and I ended up taking piano, organ, and voice lessons from the choir director at that time. My career in music thus really began in church.

Doug (my husband) and I have been members of several different churches since we’ve been married. While working on my doctoral degree in music performance in the 1990s, we lived in Tallahassee, Florida. Doug and I were active members of Lafayette Presbyterian Church, taking part in the young adult program there. I started my first professorial job in 1997 when we moved to Decorah, Iowa. Because no Presbyterian churches were nearby in the area, we became Lutherans and attended First Lutheran Church. That is where our oldest, Shelby, was baptized.

My teaching job at Lebanon Valley College brought us to Lebanon, PA in 2003 where my youngest child, Bryn, was born. We decided to try a Presbyterian church again. Our church, St. Andrews Presbyterian, is at the center of our weekly activities, and we truly feel our church is our second family. Our children grew up in the Sunday School and youth programs and my youngest was baptized there. I was the director of our handbells program for six years, leading two adult ensembles and one children’s ensemble (2015-20). I served as a Ruling Elder (2018-23), chairing the Visioning Committee and co-chairing the Christian Education Committee.

I feel the most at home in the Presbyterian Church (U.S.A.), mainly from its theological perspective, its involvement of women in teaching and preaching, and its roots in the Reformed tradition. I also appreciate the governance structure of the Presbyterian church in that it attempts to be a representative democracy. I like that the congregation is invited to vote and participate in certain key aspects of decision-making, while the Session (nominated and elected by the congregation) considers the detailed, critical work of the church. Perhaps my favorite thing about the Presbyterian Church is its strong adherence to the mantra “Reformed and always to be reformed according to the Word of God” (*Book of Order*, F-2.02).

Call to Ministry:

Though I am happy with aspects of my career as a music professor, there is a part of me that remains unfulfilled by the rigorous and personal demands of academia. I am blessed in all aspects of my life but have been feeling a “pull” for several years toward another career that is more focused on my place in the church, my deepening relationship with God, and my desire to serve others in a more active way. After being diagnosed with breast cancer in 2017 and undergoing surgery and radiation treatment, I felt myself turning toward God more than I ever had. Over the next few years, I began to feel that God was calling me to ministry, so I pursued and completed by Master of Divinity degree at the University of Dubuque Theological Seminary. Now that my degree is completed, I am ready to step into a new career utilizing the skills God has already given me in my teaching career.

My journey to a ministerial career has been one of dogged determination. It has shown me just how much stress I can endure, but more than that, it’s shown me how I could never have done it solely on my own power; it is because of the sheer determination and grace of God, who continues to both challenge and sustain me. I look forward to serving a church both in and out of the pulpit by fostering a sense of curiosity and connection; of seeking God in church and on the streets; of seeing Christ in the face of neighbors and strangers; and of following the Holy Spirit in loving action for those in spiritual and physical need.

STATEMENT OF FAITH
REBECCA CROW LISTER

I believe in God as described in *The Nicene Creed* and *The Apostles' Creed*, the two most long-standing creeds of the Church. God created the world and formed humans out of love, but they destroyed their relationship with God by choosing arrogance over humility, domination over partnership, and idolatry over loving God above all else. God then chose and redeemed Israel from bondage in Egypt, transforming everything about them—their worship, their practices, their beliefs. Yet time and again, humans turned to sin and the relationship remained broken. God knew, however, that people could never redeem themselves; God had to step into this gap in the person of Jesus Christ.

Jesus Christ came to fulfill and reinterpret the promises and prophecies of the Old Testament through the clarifying lens of his life, death, and ultimately, his resurrection and ascension. The Holy Spirit then bursts into our lives as individuals, engendering a personal relationship with Jesus Christ, while activating our faith through obedience as a response to Christ's salvific work on the cross for us. Faith allows us to first receive grace from God, then to surrender and turn back to God.

God gives us the sacraments of baptism and the Eucharist as tangible reminders of our Christian identity. Following Christ's model, we are baptized and marked as a part of God's community of believers. Our unity with Christ and community is then embodied through the Lord's Supper. The sharing of the bread and wine is a celebratory reminder of our dependence upon God's provision, of Christ's sacrifice for us, and of the divine act of hospitality in welcoming others to the table.

Because it is our main witness to God's redemptive activity through time, Scripture is central in the life of a Christian. It is the primary source of Christian belief, recounting God's longing for relationship and reconciliation with humanity through history. The gospel message of the Kingdom of God revealed in both the Old and New Testaments is about newness of life, release from bondage, hope for the oppressed, and forgiveness from sin for all. While I believe that Scripture holds significant authority, I believe Jesus Christ is our ultimate authority, not only because of what he taught and modelled, but because of who he is: the Word made flesh, the Incarnate Lamb of God, the head of the Church (Col. 1:18).

The Greek word for "Church" is "*ecclesia*" ("called out"). God calls both individuals and communities to join together around the Word in faith, hope, and commitment to God's mission. God's gifts to the Church—the Word and sacraments—are what inspire us to be servants with God in the mission to alleviate suffering, feed the hungry, clothe the naked, visit the imprisoned, and fight against injustice. Instead of remaining comfortably enclosed in our churches, we are then "called out" to personify Jesus's active love in our communities.

I remain committed to the Presbyterian cry of "The church reformed, always to be reformed according to the Word of God in the power of the Spirit" (*Book of Order*, F-2.02). We must remain open to God's self-disclosure in Scripture and in Jesus Christ and realize that God is still freeing, molding, and diversifying the Church. The process of spiritual inquiry and doctrinal conversation should never cease, following the pattern of faith, questions, revelation, reflection, and transformation.

As Christians, we live, hearkening back to the past (reading the story of God in Old and New Testaments); looking at the world that surrounds us now (applying the gospel to our own history and context); and gazing forward to the future (hoping for the life to come in God's renewal of all things in the Eschaton). This is the Christian life; it is a life of revelation and promise, bestowed by the power of the Triune God.

BIOGRAPHICAL SKETCH
JOHN DOUGLAS STERRETT, III

My background has mostly involved the former Lexington Presbytery and Shenandoah Presbytery:

Early life: Rockbridge Co, VA; Born 11-03-1941 in Lexington, VA, member of Timber Ridge PC, and my mother grew up in the New Monmouth PC.

Education: Attended Fairfield HS, Graduated Lexington HS '59;, VMI, '63 BA History; USCLA, '72, MS System Analysis; Trinity Evangelical Divinity School '86, MDV.

Work: 1963-1983 USA Ret, LTC, Armor. Ordained 1987, Abingdon Presbytery, Lebanon PC. Shenandoah Presbytery 1992-2010. Senior Pastor of the former Presbyterian Parish of the Valleys, a cooperative Parish consisting of Clearbrook, Round Hill, Second Opequon, Mt. Hope, Cedar Creek, Middletown, Wardensville, Ivanhoe Presbyterian Churches. Then from 2022-2006 Warm Springs PC. Retired 1-1-2006. After retirement, I served for three years (3 days a week) as Parish Associate for Evangelism and Pastoral Care in the First Presbyterian Church of Harrisonburg. During that time, I lived in the Massanetta Springs Cottage Community, where I served as their representative on the Massanetta Springs Conference Center Board. I moved to Boone, NC, in 2010 and joined Salem Presbytery, where I filled some small church pulpits early on and then as pulpit supply in the First Presbyterian Church of Boone for three months following their pastor's retirement. During this time, we relocated to a new church building. I also served as an assistant hospital chaplain at Watauga Medical Center for a year and a half. I ended up being inactive in Salem primarily because of my own medical problems, and my wife's Alzheimer's. Rachel died in July 2022. Throughout this time, I have been leading or co-teaching an adult Bible Discovery Class and have assisted our Pastor when requested. My health is such that I should be able to participate in Shenandoah and at Sunnyside in the foreseeable future.

I am moving to get nearer to relatives and to make it more convenient for my two sons to visit from the UK. One son is the pastor of St Andrews Church, Church of Scotland, Golspie, Scotland; the other has been a professor of English Literature in Aarhus University, Aarhus, Denmark and currently resides in Arddleen, Llanymynech, Wales.

Expressing My Faith Through Prayer

John Douglas Sterrett, III

Based on Matthew 6:9-13

Our Father who art in heaven, hallowed be Thy name.

Father, You are the one true God—Holy, Holy, Holy be Your name. May the power of Your Holy Spirit help me to use Your name with reverence. Holy God, Your holiness is evident through Your creation, and in Your boundless wisdom and knowledge, You sustain all that exists. In Your infallible and inspired Word, You reveal Yourself as one God in three persons: Father, Son, and Holy Spirit. You have demonstrated Your love and mercy to all creation by sending Your only Son, Jesus Christ, to guide humanity in living, loving, and forgiving one another. Your greatest act of mercy was offering Jesus as the sacrificial Lamb, who died on the cross to pay the penalty for our sins. His shed blood has cleansed us from all our past, present, and future sins, and You have removed our sins as far as the East is from the West (Ps. 103:12 NIV), ensuring they are no longer remembered (Heb. 8:12). May Your name be forever Holy.

Thy kingdom come. Thy will be done on earth as it is in heaven.

Your Son, Jesus, my Savior and King, instructed all of us to “seek first [Your] kingdom and [your] righteousness, ...” (Matt. 6:33 NIV). I was baptized in the Holy Spirit by Christ when I entrusted my life to Him, and as the Spirit works to purify me, I pray that the image of Jesus shines through in my life, love, and service, demonstrating a glimpse of the heavenly kingdom as I continually learn and show others a vision of heaven through my actions. May these glimpses of Your kingdom multiply and form the true Church, the ultimate Bride of Christ.

Give us this day our daily bread.

Father, life can be hard here on Earth. People everywhere struggle for food, shelter, and healing. Please provide us with the necessities of life and empower us to give sacrificially, in the spirit of the “good Samaritan,” to meet the needs of others who are facing difficulties. As we extend our hands to them, may we demonstrate “the fruit of the Spirit ... love, joy, peace, forbearance, kindness, goodness, faithfulness, gentleness and self-control.” (Gal. 5:22-23a NIV). May these gifts serve as the manna from heaven that only You can provide as balm for the needy.

And forgive us our debts as we forgive our debtors.

Father, You forgave me when I turned my life over to Jesus, but forgiving those who hurt me is challenging. I cannot forgive without Your daily help, O God. Help me to “judge not, that [I] be not judged.” (Mat. 7:1 ESV)

And lead us not into temptation, but deliver us from evil:

O LORD, I am confronted with temptation daily. Seal me in Your Holy Spirit and hold my hand as I navigate these challenges, for I wish to live according to Your idea of righteousness, not my own.

For thine is the kingdom, and the power, and the glory, forever.

I seek only Your kingdom through my faith in the voluntary sacrifice of Jesus on the cross. Everything comes from You, and I want to return all that I am to You and serve forever in the perfection and love that is Your kingdom. O God, in my weakness, I come to know Your power, and I am eternally thankful for all that You do in and through my life. May You receive all the credit, thanks, praise, and glory.

Amen.

POLICY ON COMPENSATION AND PASTORAL VOLUNTEERS

Shenandoah Presbytery is made up of congregations ranging in size from fewer than a dozen members to several hundred members, serving rural communities, college towns, and small cities in Virginia and West Virginia. Our congregations are served by a variety of leaders - Teaching Elders, Commissioned Ruling Elders, and others, both part-time and full-time. While the Committee on Ministry works to support congregations and pastoral leaders in negotiating just and sustainable wages, we also recognize that some congregations simply don't have the financial resources to sustain paid pastoral leadership. We also recognize that certain pastoral leaders feel called, and are financially able, to serve these congregations, even when resources for compensation are minimal.

We recognize their service to the church, and their willingness to share their gifts for less than equitable professional compensation. In effect, these leaders are volunteering their time and talents in service, even if a small stipend is offered. To honor and recognize this gift of time and talents, and to celebrate the meaningful ministry of the congregations they serve, we have updated certain contract forms with a new compensation category, "Pastoral Volunteer."

According to living wage calculators, there is no state within the United States where the living wage for a single adult falls below \$19 an hour. Recognizing the discrepancy between minimum wage and living wage, the COM has determined that any pastoral contract with total compensation of less than \$15/hour will be considered as a volunteer position with a stipend. Contracts that fall within that range should complete line C for Pastoral Volunteer, including the amount and frequency of any stipend offered.

This change is not intended to create a new category of pastoral leadership; nothing else in the contract changes, and Presbytery will not use the term 'Pastoral Volunteer' to describe anyone serving in this capacity. Likewise, this change should have no effect on either Board of Pensions status or on tax liability – the IRS categorizes fee-for-service stipends as taxable income. That being said, churches and pastoral leaders should always consult with tax professionals for any potential tax implications of this or any change.

Dues Assistance from Shenandoah Presbytery

In 2024, the Board of Pensions announced significant changes to the medical plan and other benefits administered by the BOP. While these changes allow for more flexibility for congregations and congregational pastors, in many cases they have had significant negative financial impacts, particularly for smaller congregations with pastors who need medical coverage for dependents.

Hearing the need to help ease the transition, the Board offered a “Transitional Plan,” which continued full family coverage with higher total dues each year, from 2025-2027. Dues for this plan have been assessed at 43% in 2025. They will go up to 47% in 2026. Dues for 2027 are TBD but will be at least 51% of total effective salary. This was only available to pastors who were installed and covered by Pastors Participation at the end of 2024, and it enabled many congregations to maintain coverage in the short-term while discerning long-term options.

The COM recognizes that these changes will force some congregations to reduce the level of coverage offered, and some pastors will need to search for new calls to meet the needs of their families. To support our congregations and pastors who will be impacted in this way, the Presbytery is making funds available to ensure pastors and their families have the coverage they need at a cost to the congregation that is closer to the old dues levels. This will allow more time to discern and make necessary changes that will be sustainable beyond the Transitional Plan.

Grants will be made according to the following criteria:

1 - The grants are only available to congregations with BOP-enrolled minister members who were on the Pastors Participation plan on or before December 31, 2024.

2 - These are one-time grants. Congregations may apply for a grant for **either** 2026 or 2027, the two remaining years of the Transitional Plan.

3 - Grants will be made to the congregation and can only be used to pay dues to the Board of Pensions to augment the congregational responsibility for the Transitional Plan enrollment OR the full cost of member+ dependent coverage through the Congregational Pastors Package, whichever is lower.

4 - Grants will be disbursed on a monthly basis for as long as the pastor is employed by the church and covered by the plan, up to 12 months.

5 - Congregations requesting the grant must submit year-to-date Income and Expense Reports, and reports for the previous 2 budget years. Any reserve funds or endowments also need to be reported, along with purposes and spending restrictions.

6 - Grants will be awarded on the basis of financial need, at the discretion of the General Presbyter, Associate General Presbyter, and chair of Committee on Ministry.

7 - The grant will cover the difference between the dues costs for the least expensive level of coverage needed and 40% of total effective salary.

The accompanying chart shows examples for 4 different total effective salaries and the costs of available options. All amounts include 10% dues for Pension, disability, etc., in addition to the medical dues. For each of the sample total effective salaries, full family coverage is cheaper under the Transitional Plan, and coverage for just the member and children is cheaper under the Congregational Pastors Package. Pastor plus spouse coverage may be cheaper on the Transitional Plan, depending on total effective salary.

Potential questions:

Can this grant be used to offset the cost of dependent coverage outside of the Board of Pensions?

No. This is intended to help provide continuous coverage for pastors with dependents through the Board of Pensions.

Why isn't this available to congregations who called pastors in 2025?

Terms of call for pastoral relationships that began in 2025 were negotiated under the new plan, so the costs and coverage of the new plan were taken into consideration by both parties. This is designed to prevent a loss of coverage for those who had it before the changes.

Why is this only available for one year?

With limited funds and many congregations facing financial shortfalls, Shenandoah Presbytery is unable to provide financial support on an ongoing basis to our congregations. We know that times are tough, and we are facing difficult realities that will reshape the way we do ministry. Each congregation needs to address its own financial sustainability and make budgetary decisions accordingly. Given the sharper rise of this particular cost, the grant is meant to be a bridge to sustainability for pastors and congregations who are most impacted by these changes.

Why is it disbursed monthly?

Since this is a transitional time, a pastor may leave before the end of the year. Since the funds are restricted for dues payments, once those payments end, the grant disbursements would cease.

Will all congregations with pastors who were on Pastors Participation as of 12/31/24 be eligible for this grant? Will multiple grants be available for multiple pastors at the same church who meet that criteria?

Not necessarily. Depending on a pastor's dependents and the total effective salary, some congregations will be paying dues that are equal to or less than 40% of total effective salary. If there are multiple pastors and the combined dues paid is greater than 40% of the combined total effective salaries, a congregation may apply for a grant for the difference, if needed.

We recognize that all of our congregations try to be faithful stewards of resources. We are trying to do the same. Grant recipients will have demonstrated financial need for the grant. Congregations that have access to unrestricted funds equal to or exceeding the grant amount are not likely to be awarded a grant, as these funds are coming from Presbytery reserves rather than budget surplus.

If we don't apply for funds for 2026, can we apply for 2027?

Yes, if all other criteria are met.

Why won't this be available after 2027?

The Transitional Plan of the Board of Pensions sunsets after 2027. It is their hope, and we share it, that this time of transition will allow congregations and pastors to retain the needed level of coverage while making plans for sustainable futures, without having to absorb the extreme jump in cost from Pastors Participation to full family coverage under the new Congregational Pastors Package.

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: April Cranford (Co-Chair), Dave Thalman (Co-Chair), Gwen Carr, Frances Craig, Cheryl Henderson, Sara Holben, Lois Howe, Russell Low, Ellen Miller, Robin Owens, Amanda Thomas, Lee Thomas, Nancy Meehan Yao (ex officio).

1. Revisions to the Mission Grant Policies & Procedures

CMO has approved the document that contains the policies, procedures, and application for all mission grants. (See pages 17-19)

2. Revision to all CMO Website Pages

Donna has installed a robust set of revisions to most CMO web pages. The changes to mission grants are consolidated under Resources on the Presbytery website.

3. Revisions to the Disaster Preparedness & Response Plan

CMO approved revisions to the Presbytery's Disaster Preparedness & Response Plan. These updates include refreshed resource links and a re-write of the Administrative Plan (Appendix B) since the Presbytery no longer has a dedicated office facility. The revised Plan is available on the Presbytery website labeled Disaster Preparedness & Response under the Committees-CMO and Mission tabs.

4. Western North Carolina mission trip

A Presbytery team of 12 served together on a mission trip to Western North Carolina October 26 - Nov 1. Rev. April Cranford will provide a summary of the trip.

5. Hands-On Hunger Packets

Sara Holben has prepared a collection of information about the Presbytery's Cents-Ability Hunger Funds program. The materials on your table include:

- Cents-ability brochure from the Presbyterian Hunger Program
- A list of agencies receiving hunger funds from the Presbytery
- Overview sheet of how it works in Shenandoah Presbytery
- List of Ideas to "get started" (if just initiating program) or "promote" (if you're already taking up the offering)
- a sample "can wrapper" (with Cents-ability logo)

Mission Grants Policy and Procedures

September 2025

Mission Grants - General Information

Across many years Shenandoah Presbytery was blessed to receive several bequests from dedicated congregation members who valued global and domestic mission. The Shenandoah Presbytery Corporation has invested these funds and set guidelines for use to be administered by the Committee on Mission and Outreach (CMO). The Committee has established grants in two categories – Domestic and Global. Application deadlines for all grant requests are March 1 and October 1. Generally, grants requested by March are for summer programs, and grants requested by October are for projects beginning the following year. The criteria and application for use of these funds are described below.

Domestic Mission Grants

The Committee on Mission & Outreach receives applications for domestic mission grants twice a year from congregations to “empower congregations to be centers for mission through the task of diakonia: sending servant leaders to minister to the pain of a hurting world.” Domestic grants are mainly supported by the Lyle M. Moffett Fund.

Guidelines:

- Applications receive consideration based on the following priorities: small congregations, ministries that use lay leadership, and ministries that enhance the fulfillment of mission in local congregations. Local churches are encouraged to seek other local partners.
- Annual grants can range from \$500 to \$2,000.
- Grant applications are to be reviewed and approved by the Session of the sponsoring congregation and attested to by the Clerk of Session.
- Deadlines for submitting applications are March 1 and October 1.
- CMO can usually review and approve grants within 30 days of receipt.
- CMO values good stewardship of Presbytery resources and the opportunity to join in the celebration of mission efforts. Therefore, recipients are required to provide CMO a written summary of the project within one year of receiving funds.
- Digital applications are encouraged and can be emailed to bookkeeper@shenpres.org.
- Print applications can be mailed to: Shenandoah Presbytery, P.O. Box 1146, Harrisonburg, VA 22803, Attn: CMO.

Global Mission Grants

Grants for international mission activities are available to Shenandoah Presbytery congregations and related partners for specific activities or established, long-term projects in the global mission field. Grants are administered by the Committee on Mission and Outreach (CMO). These grants are mainly supported by the Bernice Hiatt and the Sam Ramsey Global Mission Funds.

Guidelines:

- Grants will be awarded for both new and existing international mission efforts that demonstrate a commitment to seeking fresh and vibrant ways of serving Jesus Christ in the world. For example, an early use of this fund was toward the establishment of a teaching relationship with the Illubabor Bethel Synod through our Ethiopian Partnership.
- Grants might also be used to support the exploration and establishment of a new mission effort for a particular congregation or group of congregations.
- There is no specific limit to the amount that may be requested; however, grants will be awarded based on the number of grant requests received and available resources each year.
- Grant applications are to be reviewed and approved by the Session of the sponsoring congregation and attested to by the Clerk of Session.
- Requests should be submitted about three months prior to anticipated use.
- Deadlines for submitting applications are March 1 and October 1.
- CMO can usually review and approve grants within 30 days of receipt.

- Ordinarily, grants should be used within one year of receipt.
- CMO values good stewardship of Presbytery resources and the opportunity to join in the celebration of mission efforts. Therefore, recipients are required to provide CMO a written summary of the project within one year of receiving funds.
- Digital applications are encouraged and can be emailed to bookkeeper@shenpres.org
- Print applications can be mailed to: Shenandoah Presbytery, P.O. Box 1146, Harrisonburg, VA 22803, Attn: CMO.

Shenandoah Presbytery
Mission Grant Application

Revised: 9/25

Type of grant requested (check only one): Domestic ____ Global ____
Amount requested: \$ _____

PART I -- APPLICANT INFORMATION

Name of Church

Address City State Zip Code

Project Leader E-mail Phone

Date Approved by Session Signature of Clerk

PART II -- APPLICATION NARRATIVE

Please attach to this cover sheet a narrative description of your congregation's request. In your narration, please address *all five* of the following areas:

1. Project Description: project name, purpose, goals
2. Work plan and duration of project: summarize strategies and timelines
3. Budget: include a budget plan for the total proposed project and include any other funding sources
Note: The total amount requested should be shown at the top of this form.
4. Experience: describe any experience that the project leaders or participants have that are expected to contribute to the success of this program
5. Outcomes: describe the expected results of the project and who will benefit

PART III – SUBMIT APPLICATION

- The Clerk of Session must attest to approval of the application by Session. Then, email your application to bookkeeper@shenpres.org OR mail to [Shenandoah Presbytery · P. O. Box 1146 · Harrisonburg, VA · 22803](#). Attn: CMO
- The deadlines for the grant applications are March 1 and October 1.
- Normally, the Committee on Mission and Outreach (CMO) will review all applications within 30 days after each deadline and notify applicants of the results.

PART IV – REPORT

Funds are to be used as requested within one year after grants are awarded. Sharing results is important and CMO expects that a report of the use of the funds is to be submitted to CMO at the end of the project year.

SHENANDOAH PRESBYTERY CORPORATION
FINANCIAL REPORT TO THE MEMBERS OF THE CORPORATION
July 1, 2024 THROUGH JUNE 30, 2025

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, 2025 totaled \$16,878,120, up from \$16,446,971 on June 30, 2024. 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 \$377,287 compared to \$359,656 in the previous fiscal year. Net realized and unrealized gain on marketable securities totaled \$1,352,530 compared to a \$2,084,272 gain in the previous fiscal year. Investment expenses were \$ 83,319 compared to \$80,430 last year. The overall investment portfolio (including cash and marketable securities) experienced a net investment income of \$1,646,498.

Investments held by the Corporation for this fiscal year ending June 30, 2025 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 Presbytery committees have funds available for use and are held within the corporation. Available grant information and requirements can be found on the Presbytery website at shenpres.org or by contacting the Presbytery Office.

1. Committee on Church Vitality and Transformation provides grants for emergency church building needs, existing churches that need help and church work in specific counties of West Virginia through the Church Re-Development Reserve, Edward A Dudley Trust and the Jonathan Edwards Trust.
2. Committee on Educational Resources provides grants and loans for camp and college through the C J & Catherine F Blue Memorial, Daniel E Brown and Lena M Hogshead and the Dawn C Bulle Estate Loan Fund.
3. Committee on Mission & Outreach provides grants for foreign mission work through the Bernice Hiatt Estate, Foreign Mission Work Reserve and the Sam Ramsey Fund for World Mission and grants for domestic mission work through the Domestic Mission Work Reserve and the Lyle M Moffett Fund.
4. Committee on New Congregational Development works 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.
5. Committee on Presbytery Administration oversees the management of Presbytery funds, property, staff and provides grants through the 2018 Fund, Barnabas Fund, and General Presbyter's Discretionary 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 Glenn E. Yount Memorial Scholarship, Willis Gibson Trust and the Reserve for Education of Candidates.
7. Committee on Ministry's responsibilities include all matters related to matriculation of new pastors, visits with sessions and pastors support for clergy wellness and continuing education as well as working with churches in all areas of pastoral needs and has funds available for the Strong Ministers Grant and CRE Scholarship Fund.

CURRENT OFFICERS

Kenneth H. Miller, President
Alan F. Garrison, Vice-President
Linnea J. Spradlin, Treasurer
Alan F. Garrison, Secretary

DIRECTORS

Class of 2025
Kenneth H. Miller
Alan F. Garrison
Jacqueline May
Rev. Evan Smith

Class of 2026
William Bayliss
David B. Hawkins
Nancy Gourley
Lowrie Tucker
Emmett Toms

Class of 2027
Rev. John Craft
Rev. Tommy Carrico
Denise Rouse
Bonny Wilson
Rev. Rob Vaughan

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

COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION (CCVT)

Committee Membership: Jeff Binder, Howard Boswell, Casey Clark, Rachel Crumley, Teri Ott, Punker Robertson, Alexa Smith, Jaci Smith Patman (Chair), Rob Vaughan; Nancy Meehan Yao, *ex officio*.

In September, the Committee approved a document for circulation that expounds on the much-used words of “vitality” and “transformation,” offering the Committee’s agreed perspective on how those words are intended in to be understood in the Committee name and its revised Roles and Responsibilities (the latter being pending Presbytery approval). (The document describing Vitality and Transformation follows this report.)

The Committee has continued to assemble resources for use by congregations that seek to take steps to help them continue into the future with vitality, experiencing transformation, and also assisting in their viability, particularly in the area of finances. These steps may involve the repurposing of some of their spaces that invite the community into their building(s) in new ways. Associate General Presbyter Nancy Meehan Yao, who serves *ex officio* on the Committee, is also exploring a pattern of engagement for Committee Members to come alongside congregations for a period of time to assist them.

Our current goal is to have a package to present at the first Presbytery Meeting of 2026. This package will outline these resources and the means by which congregations may seek to participate.

Vitality and Transformation *A Brief Take from Romans 12*

“Vitality” and “transformation” are big, attractive words. But what do they mean? And most importantly for the church today, what do they mean FOR us and what do they ask FROM us?

Let’s start with the verse that many of us probably memorized at some point in our lifetime:

Do not be conformed to this world, but be transformed by the renewing of your minds, so that you may discern what is the will of God—what is good and acceptable and perfect. (Romans 12:2)

Some of us may have come from backgrounds or traditions where this set of commands was emphasized in isolation from the rest of Paul’s teaching in the chapter, so that we feel it threatens rather than exhorts us. Such an approach prods us to resist the outside world in principle and even confront it directly. Our minds may also go immediately to our current political context, where even Christians resist and decry one another over their political convictions and affiliations. The text can, in this incomplete interpretation, become tinged with a judgmental tone. Thus, this text, taken alone and read threateningly, can cause us to isolate ourselves from the world, which is clearly not our calling (see Matthew 28:18-20).

Eugene Peterson’s paraphrase of Romans 12:2 in *The Message* gets us off to a better start, one that is a bit more consistent with the original Greek. Consider these words:

Don't become so well-adjusted to your culture that you fit into it without even thinking. Instead, fix your attention on God. You'll be changed from the inside out. Readily recognize what he wants from you and quickly respond to it. Unlike the culture around you, always dragging you down to its level of immaturity, God brings the best out of you, develops well-formed maturity in you.

Do you notice the differences? Peterson’s take on the verse captures the more nuanced setting overall in Romans 12. (Consider that verse 3 calls us to humility, arguably fleshing that exhortation out in the 17 verses that follow!) Peterson’s paraphrase pulls into verse 2 a sense of where our non-conformity comes from: It comes from the Lord’s work and our willingness for him to be at work, not to change the world, but to change us as we become conformed more and more to the likeness of his Son. We are not then cut off from the world, but God engages with us and equips us to live in the church *and* in the world in a way that glorifies him. These means of engagement are marks of Christian vitality and of living a transformed life.

Vitality and transformation are about each one of us opting fully into our life with Christ. It means entrusting our grief over the changes in the world and in our communities to the Lord. It means asking him to give us fresh eyes to see the needs around us. It means bravely stepping up to engage with the surrounding community (and perhaps more than just that part of the community in which we feel comfortable). It means that we all undertake face-to-face encounters that are authentic and ongoing – encounters that may entail a task, but that also help us risk getting to know new people and new opportunities around us. It means we might need to re-think financial priorities or budget structure or worship venues of the church to live into God’s calling. And it is in conversations around such functional, concrete operations of the particular church that we encounter ourselves and our priorities, our grief and our memories, our stubbornness and our pride; we discover whether we trust more or fear more. It takes all of our gifts. It takes stewardship appropriate for the times. But it all still boils down to where we all are with the Lord, each one of us.

Vitality and transformation require honest (and gracious) conversations in congregations, soul-searching on the part of individuals, a willingness to honor the past without being controlled by it or tethered to it, a willingness to engage the world without compromising Scriptural truth, refreshing our prayer lives, rediscovering the breath of the Spirit in Scripture, and a willingness to listen for (and then follow) the Lord’s call.

The work of the Spirit is the engine. Checklists and programs can be helpful at certain phases, but they cannot take the place of the Spirit at work in us and through us. It has been said that we must be clear why we are doing something before we decide what we are doing. In our Book of Order, Foundations come first. We too must revisit the “why”s from time to time to keep us on track. Our central “why” is Jesus Christ. If we pin our future to anything else, we will find ourselves frustrated and flailing.

The **Committee on Congregational Vitality and Transformation** will gladly enter into conversation with your congregational leadership about the realities behind the two big and attractive words (“vitality” and “transformation”) and how you might fuel these qualities in your own context as you journey toward the future.

We are collecting various **resources** that can assist a church of any size and in practically any phase of its church life cycle as it seeks (1) to be transformed as a church and (2) to enter a new season of re-styled ministries and ministry relationships. These resources provide practical assistance and concrete, consequential steps that can release the resources of your church, including its members, for reinvigorated ministry to the community. The resources and approaches are not one-size-fits-all. Many options may require some changes in how you operate as a church, which will require patient, clear, loving, thorough conversation. We are here for you to support you along the way.

For more information, please contact the CCVT team.

COMMITTEE ON PRESBYTERY ADMINISTRATION (CPA)

I. FOR INFORMATION:

- A. Reviewed the recent 2025 Asking Report received from Heather Carter. See pages 25-26.
- B. 2026 Per Capita and Mission Giving background information. See page 27.

II. ACTIONS TAKEN:

- A. Revised the 2026 Asking Letter, asking churches to pay their portion of maintaining the Presbytery.
- B. Approved giving First Church Staunton \$5000 from the Barnabus Fund for replacement of an inoperable boiler.
- C. Approved a \$1000 grant to Elkton Presbyterian Church towards the completion of the renovation of the church due to flooding.
- D. Approved a transfer of \$32,000 from the 2018 fund to the Barnabus Fund.

III. RECOMMENDATION:

That Presbytery approve the 2026 Budget as found on pages 28-29.

Church	2023 Members	2025		2025	2025	per	GA	Synod	Actual to
		Actual Asking	2025 Accepted	Actual Received	% Paid	Member by Acceptance			
Augusta Stone	94	5,385.26	5,000.00	3,753.00	75%	53.19	\$1,061.26	\$109.98	2,581.76
Ben Salem	30	1,768.00	1,768.00	-	0%	58.93	\$338.70	\$35.10	(373.80)
Berkeley Springs	49	2,807.21	2,692.63	1,346.32	50%	54.95	\$553.21	\$57.33	735.78
Berryville	141	9,000.00	9,000.00	6,750.00	75%	63.83	\$1,591.89	\$164.97	4,993.14
Bethany	73	4,290.00	4,290.00	3,217.50	75%	58.77	\$824.17	\$85.41	2,307.92
Bethesda	117	7,000.00	7,000.00	7,000.00	100%	59.83	\$1,320.93	\$136.89	5,542.18
Beulah	37	2,119.73	2,120.00	2,120.00	100%	57.30	\$417.73	\$43.29	1,658.98
Bloomery	23	1,317.67	-	-	zero		\$259.67	\$26.91	(286.58)
Bridgewater	78	4,468.62	3,000.00	3,550.00	118%	38.46	\$880.62	\$91.26	2,578.12
Broadway	35	2,500.00	2,250.00	-	0%	64.29	\$395.15	\$40.95	(436.10)
Buckton	27	1,546.83	1,546.83	1,546.83	100%	57.29	\$304.83	\$31.59	1,210.41
Buena Vista	85	4,869.65	4,000.00	2,999.97	75%	47.06	\$959.65	\$99.45	1,940.87
Buffalo Gap	9	549.20	345.76	261.00	75%	38.42	\$101.61	\$10.53	148.86
Bunker Hill	82	4,836.00	4,836.00	3,627.00	75%	58.98	\$925.78	\$95.94	2,605.28
Burlington	18	1,206.98	1,206.98	1,206.98	100%	67.05	\$203.22	\$21.06	982.70
Burnt	24	1,374.96	300.00	-	0%	12.50	\$270.96	\$28.08	(299.04)
Charles Town	290	16,614.10	3,000.00	-	0%	10.34	\$3,274.10	\$339.30	(3,613.40)
Circleville	29	1,800.00	1,800.00	1,800.00	100%	62.07	\$327.41	\$33.93	1,438.66
Clear Brook	10	572.90	500.00	500.00	100%	50.00	\$112.90	\$11.70	375.40
Collierstown	89	5,098.81	2,275.00	2,275.00	100%	25.56	\$1,004.83	\$104.13	1,166.06
Cooks Creek	201	11,515.29	10,000.00	6,666.64	67%	49.75	\$2,269.29	\$235.17	4,162.18
Covenant	481	33,000.00	33,000.00	24,750.00	75%	68.61	\$5,430.49	\$562.77	18,756.74
Craigsville	16	916.64	800.00	800.00	100%	50.00	\$180.64	\$18.72	600.64
Elk Branch	19	1,212.38	1,212.38	1,212.38	100%	63.81	\$214.51	\$22.23	975.64
Elkton	44	2,520.76	2,520.76	2,621.00	104%	57.29	\$496.76	\$51.48	2,072.76
Fairfield	36	2,062.44	2,063.00	1,031.50	50%	57.31	\$406.44	\$42.12	582.94
Falling Waters	94	5,385.26	4,400.00	3,300.03	75%	46.81	\$1,061.26	\$109.98	2,128.79
Finley Memorial	87	4,984.23	200.00	-	0%	2.30	\$982.23	\$101.79	(1,084.02)
Franklin	54	3,100.00	3,100.00	2,325.00	75%	57.41	\$609.66	\$63.18	1,652.16
Front Royal	69	5,272.32	5,000.00	3,750.00	75%	72.46	\$779.01	\$80.73	2,890.26
Gerrardstown	51	2,921.79	2,921.79	2,921.79	100%	57.29	\$575.79	\$59.67	2,286.33
Glen Kirk	23	1,317.67	1,317.67	-	0%	57.29	\$259.67	\$26.91	(286.58)
Goshen	22	1,260.38	250.00	250.00	100%	11.36	\$248.38	\$25.74	(24.12)
Hebron	74	4,239.46	3,000.00	3,000.00	100%	40.54	\$835.46	\$86.58	2,077.96
Hedgesville	23	1,500.00	1,500.00	1,500.00	100%	65.22	\$259.67	\$26.91	1,213.42
Hermitage	39	2,234.31	1,800.00	1,800.00	100%	46.15	\$440.31	\$45.63	1,314.06
Highland Memorial	40	2,362.00	2,362.00	1,771.50	75%	59.05	\$451.60	\$46.80	1,273.10
Hot Springs	32	1,833.28	750.00	725.00	97%	23.44	\$361.28	\$37.44	326.28
Immanuel	16	1,300.00	1,300.00	1,300.00	100%	81.25	\$180.64	\$18.72	1,100.64
Ivanhoe	32	1,833.28	1,833.28	1,200.00	65%	57.29	\$361.28	\$37.44	801.28
Keyser	64	3,850.00	3,850.00	-	0%	60.16	\$722.56	\$74.88	(797.44)
Lexington	338	19,364.02	19,364.02	14,522.94	75%	57.29	\$3,816.02	\$395.46	10,311.46
Little Falls	9	550.00	550.00	550.00	100%	61.11	\$101.61	\$10.53	437.86
Loch Willow	78	5,000.00	5,000.00	2,500.00	50%	64.10	\$880.62	\$91.26	1,528.12
Massanutten	330	20,700.00	24,041.00	18,041.00	75%	72.85	\$3,725.70	\$386.10	13,929.20
McCutchen	2	114.58	-	-	zero		\$22.58	\$2.34	(24.92)
McDowell	60	3,437.40	600.00	500.00	83%	10.00	\$677.40	\$70.20	(247.60)
Middletown	28	1,604.12	1,604.12	1,604.12	100%	57.29	\$316.12	\$32.76	1,255.24
Millboro	29	1,661.41	750.00	750.00	100%	25.86	\$327.41	\$33.93	388.66
Monterey	31	2,965.68	2,000.00	2,000.00	100%	64.52	\$349.99	\$36.27	1,613.74
Moorefield	162	9,280.98	9,281.00	6,957.00	75%	57.29	\$1,828.98	\$189.54	4,938.48
Mossy Creek	106	6,072.74	1,900.00	1,425.00	75%	17.92	\$1,196.74	\$124.02	104.24
Mt. Carmel	49	4,119.00	2,812.00	1,407.00	50%	57.39	\$553.21	\$57.33	796.46
Mt. Hope	18	1,031.22	1,031.22	-	0%	57.29	\$203.22	\$21.06	(224.28)

Church	2023 Members	2025		2025	2025	per		GA \$11.29	Synod \$1.17	Actual to Presbytery
		Actual Asking	2025 Accepted	Actual Received	% Paid	Member by Acceptance				
Mt. Horeb	120	6,874.80	3,000.00	2,250.00	75%	25.00	\$1,354.80	\$140.40	754.80	
Mt. Joy	10	728.00	728.00	728.00	100%	72.80	\$112.90	\$11.70	603.40	
Mt. Olive	109	6,244.61	6,244.61	-	0%	57.29	\$1,230.61	\$127.53	(1,358.14)	
Mt. Storm	21	1,500.00	1,800.00	1,800.00	100%	85.71	\$237.09	\$24.57	1,538.34	
New Monmouth	93	5,327.97	5,327.97	3,995.97	75%	57.29	\$1,049.97	\$108.81	2,837.19	
New Providence	103	5,900.87	5,900.87	4,917.00	83%	57.29	\$1,162.87	\$120.51	3,633.62	
Nineveh	26	1,489.54	1,489.54	750.00	50%	57.29	\$293.54	\$30.42	426.04	
Olivet	109	6,244.61	-	-	zero	-	\$1,230.61	\$127.53	(1,358.14)	
Opequon	535	32,500.00	33,800.00	25,349.99	75%	63.18	\$6,040.15	\$625.95	18,683.89	
Oxford	125	7,161.25	3,580.00	3,580.00	100%	28.64	\$1,411.25	\$146.25	2,022.50	
Petersburg	72	4,124.88	4,124.88	3,093.66	75%	57.29	\$812.88	\$84.24	2,196.54	
Piedmont	29	3,600.00	3,600.00	2,700.00	75%	124.14	\$327.41	\$33.93	2,338.66	
Pines Chapel	57	5,180.00	5,180.00	-	0%	90.88	\$643.53	\$66.69	(710.22)	
Rocky Spring	11	630.19	400.00	400.00	100%	36.36	\$124.19	\$12.87	262.94	
Romney	75	4,296.75	3,500.00	3,500.00	100%	46.67	\$846.75	\$87.75	2,565.50	
Ruddle	13	744.77	677.46	677.46	100%	52.11	\$146.77	\$15.21	515.48	
Second Opequon	37	2,200.00	2,200.00	1,100.00	50%	59.46	\$417.73	\$43.29	638.98	
Seneca Rocks	32	1,833.28	1,831.13	1,831.13	100%	57.22	\$361.28	\$37.44	1,432.41	
Shepherdstown	291	16,671.39	16,671.39	12,240.50	73%	57.29	\$3,285.39	\$340.47	8,614.64	
Slanesville	11	630.19	630.19	472.67	75%	57.29	\$124.19	\$12.87	335.61	
Smyrna	67	3,838.43	3,840.00	2,880.00	75%	57.31	\$756.43	\$78.39	2,045.18	
Staunton First	113	6,473.77	5,000.00	5,000.00	100%	44.25	\$1,275.77	\$132.21	3,592.02	
Staunton Second	63	3,609.27	3,609.27	3,010.00	83%	57.29	\$711.27	\$73.71	2,225.02	
Staunton Third	85	4,869.65	750.00	-	0%	8.82	\$959.65	\$99.45	(1,059.10)	
Strasburg	67	3,838.43	500.00	500.00	100%	7.46	\$756.43	\$78.39	(334.82)	
Sunnyside	27	2,251.72	2,251.72	-	0%	83.40	\$304.83	\$31.59	(336.42)	
Tabler	25	1,537.76	859.35	644.49	75%	34.37	\$282.25	\$29.25	332.99	
Timber Ridge	94	5,385.26	2,980.00	2,238.06	75%	31.70	\$1,061.26	\$109.98	1,066.82	
Tinkling Spring	316	18,103.64	8,000.00	6,660.00	83%	25.32	\$3,567.64	\$369.72	2,722.64	
Tomahawk	18	1,031.22	1,000.00	1,000.00	100%	55.56	\$203.22	\$21.06	775.72	
Trinity	169	12,500.00	12,500.00	8,750.00	70%	73.96	\$1,908.01	\$197.73	6,644.26	
Tuscarora	143	8,192.47	8,192.47	6,144.39	75%	57.29	\$1,614.47	\$167.31	4,362.61	
Union	4	229.16	-	-	zero	zero	\$45.16	\$4.68	(49.84)	
Wardensville	15	2,500.00	2,500.00	-	0%	166.67	\$169.35	\$17.55	(186.90)	
Warrenton	373	21,369.17	18,161.00	15,141.00	83%	48.69	\$4,211.17	\$436.41	10,493.42	
Waynesboro First	82	5,096.00	4,697.78	4,697.78	100%	57.29	\$925.78	\$95.94	3,676.06	
Waynesboro Second	53	3,036.37	3,000.00	2,250.00	75%	56.60	\$598.37	\$62.01	1,589.62	
Westminster	213	12,202.77	1,250.00	2,500.00	200%	5.87	\$2,404.77	\$249.21	(153.98)	
Williamsville	12	687.48	400.00	400.00	100%	33.33	\$135.48	\$14.04	250.48	
Winchester First	654	37,467.66	37,468.00	28,102.00	75%	57.29	\$7,383.66	\$765.18	19,953.16	
Woodstock	139	7,963.31	7,500.00	5,625.00	75%	53.96	\$1,569.31	\$162.63	3,893.06	
Zetta	12	687.48	500.00	375.03	75%	41.67	\$135.48	\$14.04	225.51	
Bethel (closed)	139	7,963.31	7,963.31	7,963.31	closed	57.29	\$1,569.31	\$162.63	6,231.37	
Springfield (closed)	9	515.61	515.61	515.61	closed	57.29	\$101.61	\$10.53	403.47	
TOTALS	8,868	534,881.60	443,169.99	326,918.55			\$100,119.72	\$10,375.56	209,788.43	
		(1)	(2)							
(1) Total asking for churches		(2025 budget based on		\$ 646,053.78	100% of churches				Actual to presbytery is based on	
(2) Total amount of returned acceptances		minus corp funds		\$ 138,000.00	returned				what has been received	
				\$ 508,053.78	acceptance letter					
					74% of acceptances have been					
					collected as of					
					10/20/2025			(64% collected this time last year)		

To: Pastors, Stated Clerks and Treasurers of Shenandoah Presbytery

From: Committee on Presbytery Administration

Date: October 16, 2025

Re: 2026 Per Capita and Mission giving background

We have been asked for this information and realize it might be helpful in your congregation's discussion about the 2026 presbytery per capita and mission giving.

2023 – 9,702 membership

per capita asked \$52.00 (actual needed to cover the budget \$64.55)

2024 – 9,191 membership

per capita asked \$54.92 (actual needed to cover the budget \$69.45)

2025 – 8,868 membership

per capita asked \$57.29 (actual needed to cover the budget \$72.85)

2026 – 8,189 membership

per capita asked is the actual needed to cover the budget \$79.41

Proposed Budget Worksheet - 2026				
	2024	2025	2025	2026
	Actual	Actual as of 9/30/2025	Budget	Proposed Budget
Resources Provided by:				
Acceptances from Congregations	432,112.53	291,611.12	508,053.78	
Corp Sup - Operating Endowment	133,582.00	86,100.02	114,800.00	
Corp Sup - sale of 1111 N Main St		17,800.00	23,200.00	
Total	565,694.53	395,511.14	646,053.78	-
Resources Used For:				
Church Vitality & Transformation CCVT				
CCVT Operating Expenses	619.52	230.38	1,000.00	1,000.00
Total CCVT	619.52	230.38	1,000.00	1,000.00
Educational Resources CER				
Big Event	605.22	-	4,000.00	4,000.00
Intergeneration Faith Program	1,000.00	-	2,000.00	2,000.00
Massanetta Springs	-	1,218.70	1,000.00	1,000.00
Presbyterian Campus Ministry	2,500.00	-	2,500.00	2,500.00
Total CER	4,105.22	1,218.70	9,500.00	9,500.00
Mission & Outreach CMO				
CMO Operating Expenses	-	150.00	300.00	300.00
Disaster Prep Team	500.00	50.00	500.00	250.00
Mission Communities	1,000.00	-	1,000.00	-
Local Mission Partnership				1,000.00
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	2,000.00	-	2,000.00	2,000.00
ESL Program	500.00	-	500.00	-
Seminary Dormatory				500.00
Missionary - Cindy Corell - Haiti	1,000.00	1,000.00	1,000.00	-
Missionary - Doug Dicks - Middle East	1,000.00	1,000.00	1,000.00	-
PC(USA) Global Mission E132192				2,000.00
Total CMO	13,000.00	5,700.00	13,300.00	13,050.00
New Congregational Development CNCD				
CNCD Operating Expenses	-	-	5,000.00	5,000.00
Total CNCD	-	-	5,000.00	5,000.00

	2024	2025	2025	2026
	Actual	Actual as of	Budget	Proposed
		9/30/2025		Budget
Presbytery Administration CPA				
Payments to Governing Bodies: 8,189 - 2024 Membership				
GA Per Capita (2025 - \$10.84 2026 - \$11.26)	90,071.80	72,096.84	96,129.12	92,208.14
Synod - Per Capita (2025 -\$1.15 2026 - \$1.50)	10,569.65	7,648.65	10,198.20	12,283.50
GA - Shared Mission Support	4,000.00	2,998.00	4,000.00	4,000.00
Synod - Shared Mission Support	200.00	146.00	200.00	200.00
Total Payments to Governing Bodies	104,841.45	82,889.49	110,527.32	108,691.64
Occupancy				
Rent	34,000.00	19,600.00	23,200.00	21,600.00
Contracted Office Cleaning	1,800.00	1,500.00	2,250.00	2,250.00
Insurance	12,708.25	245.00	9,500.00	13,000.00
Total Occupancy	48,508.25	21,345.00	34,950.00	36,850.00
Office Expenses				
Breeze Fees	128.41	162.67	300.00	300.00
Technology Service & Purchases	-	2,024.74	3,800.00	3,000.00
Equipment Rental & Technology	9,813.43	-	-	-
Equipment Rental		2,508.30	3,800.00	3,800.00
Internet	2,908.76	1,743.02	3,100.00	2,900.00
Postage	855.90	1,831.18	3,500.00	3,000.00
Software Subscriptions		5,095.44	5,500.00	5,500.00
Supplies for Office	2,881.14	1,314.50	4,000.00	3,500.00
Telephone	2,265.48	1,914.70	2,300.00	4,000.00
Web Site / Domain Expenses	2,112.87	1,081.19	2,700.00	2,800.00
Total Office Expenses	20,965.99	17,675.74	29,000.00	28,800.00
Presbytery				
CPA Operating Expenses	-	-	250.00	250.00
Listening Team	-	-	500.00	500.00
Mileage Reimbursement	-	126.00	750.00	750.00
Presbytery Training Resources				3,000.00
Presbytery Meeting Expenses	1,687.46	445.06	2,000.00	2,000.00
Total Presbytery	1,687.46	571.06	3,500.00	6,500.00
Personnel Costs	369,535.73	319,436.38	431,726.46	454,965.92
Total CPA	545,538.88	441,917.67	609,703.78	635,807.56
Preparation for Ministry CPM				
CPM Operating Expenses	366.44	619.94	1,000.00	1,000.00
Total CPM	366.44	619.94	1,000.00	1,000.00
Committee on Ministry COM				
COM Operating Expenses	590.48	3,830.55	6,550.00	6,550.00
Total COM	590.48	3,830.55	6,550.00	6,550.00
Total Resources Used	564,220.54	453,517.24	646,053.78	671,907.56
Difference - To or (from) Provided Resources	1,473.99	(58,006.10)	-	(671,907.56)

2026 PERSONNEL COSTS 4% COLA										
Position	4.0% COLA	Matching FICA 0.0765	Board of Pensions Medical	Pension 0.085	Death 0.01	Temp Dis. 0.005	Travel	Mileage	Con Ed	Total
Ordained Staff	\$150,340.53	\$11,462.80	\$30,057.62	\$12,778.95	\$1,503.41	\$751.70	\$7,500.00	\$14,000.00	\$3,500.00	\$231,895.01
Support Staff	\$137,560.00	\$10,523.34	\$54,355.80	\$11,587.01	\$1,363.18	\$681.59	\$6,000.00		\$1,000.00	\$223,070.92
Totals	\$287,900.53	\$21,986.14	\$84,413.42	\$24,365.96	\$2,866.58	\$1,433.29	\$13,500.00	\$14,000.00	\$4,500.00	\$454,965.92

COORDINATING AND PLANNING COMMISSION (CPC)

I. FOR INFORMATION:

CPA met in person October 21 and heard reports from all committees during the morning and strategized in the afternoon.

II. ACTIONS TAKEN:

- A. Approved designating Sunday, September 27, 2026, as Shenandoah Presbytery Day for congregations to highlight mission opportunities within their own church.
- B. Approved recommending suggested revisions to the Presbytery Manual. (See Stated Clerk's report)
- C. Approved designating the offering taken at the November 15, 2025, Presbytery Meeting go to the Presbytery Hunger Fund administered by the Committee on Mission and Outreach.
- D. After much discussion and reviewing prior year's meeting attendance records, approved the following dates and locations for the 2026 Presbytery meetings:
 - Saturday, February 28, ZOOM
 - Tuesday, May 19, In person
 - Saturday, August 22, ZOOM
 - Tuesday, November 17, In person

III. RECOMMENDATION:

That Presbytery approve the following to serve on the Committee on Nominations:
TE Ann Held and TE David Witt to serve as Co-Chairs for 2026

Class of 2028 – TE Ann Pettit, Chaplain, Sunnyside Retirement Community

FOR INFORMATION ONLY REPORTS

Committee on Educational Resources (CER)

Class of 2025: John Dull (*chair*) Colleen Stearns,

Class of 2026: Dr. Joseph Crockett, Rebekah Witt, Rev. Rachel Watson

Class of 2027: Keith Phillips, Denise Rouse, Sheila Palmer

Ex Officio Member: Nancy Meehan Yao

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

CER completed workshopping revisions to both the *Camp and Conference Grant* and the *Academic Scholarship* applications. The final draft of these documents is being prepared for Presbytery to publish before year's end.

CER has communicated with and heard a report from our partners in campus ministry at JMU, uKirk/Rise. Many opportunities for worship, service, and fellowship are being provided to the college community there. There is a new Chaplain at Bridgewater College, a Presbyterian Pastor and one originally from the Shenandoah Presbytery (Cooks Creek), Rev. Emily Miller. She and the fine folks at Bridgewater Presbyterian (Rev. Kate Rascoe and CER member Dr. Joe Crockett) are working on campus ministry opportunities for B.C.

The Youth Leaders Network, a subcommittee/task force of the CER (chaired by Rebekah Witt), has worked hard to produce their fall retreat for youth the weekend of Oct. 17-19. Worship and Keynote addresses are led by Rev. Kate Rascoe. A full reflection on this event, along with numbers, will be provided at the meeting of the CPC on October 21.

Work in creating a similar subcommittee for Children's Ministry Workers is ongoing. Rev. Rae Watson is spearheading that task. The Committee maintains its dedication to serving all ages in providing educational resources and opportunities, and is working on special educational opportunities during our upcoming Presbytery meetings to that end.

Committee on New Congregational Development (CNCD)

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

CNCD Committee members: Kevin Hay (Chair), Rachel Hamburger (Secretary), Drew Ditzel, Chris Hamilton, Gary Cecil, Rick Hill - Community Cup Liaison

Vice Chair: ??? Treasurer: ???

Current New Worshipping Communities:

Covenant NWC:

Community Cup & More - Coffee Shop & NWC

<http://communitycupcoffeeandmore.com>

Covenant Start Date: 11/21/21 Renewal Date: May, 2026

Community Cup Coffee & More

On October 15, 2025, CNCD Approved the Renewal of our Covenant through May 2026.

CNCD Approved the Funding Request for 2026 of \$66,500 to support the Program Director/Ministry leader

\$60,000 – Salary & Taxes

5,000 – Professional Allowance

3,000 Training & 2,000 Mileage/Other

1,500 – Coaching Contract

We feel very good about the progress everyone involved has made over this time of transition and are very optimistic about the future for Community Cup. We are working on a Letter of Thanks for everyone who has and is serving in ministry with Community Cup. God is continuing to work through all of the volunteers and staff to do something new and exciting in Martinsburg!

The Covenant Renewal process was delayed significantly during this time of transition, and so we are renewing the Covenant for 6 months and will meet again in May 2026. We are grateful for the work of the Community Cup Board in providing leadership, meeting minutes, and financial reports. Since officially becoming a 501(c) 3 nonprofit, they are making quick progress in fundraising and applying for grants. Paul Crumley has done a great job transitioning from the Coffee Shop Manager to the role of Interim Program Director/Ministry Team Leader. We are asking for the Program Director/Ministry Team Leader to provide a brief monthly written report to our committee in order to continue to improve our communication with one another.

November 16th is the PC(USA) Sunday for Hunger and Homelessness awareness. Since Community Cup serves the needs of this population, we encourage churches and individuals to consider making a donation to Community Cup or any other ministry that seeks to fight hunger and homelessness in our area.

CNCD Committee Leadership - 2026

We have experienced a great deal of change on our committee this year, with several members leaving and the Chair rotating off at the end of this year as well. We have communicated our need for more committee members next year with Nominations Committee and are working through our leadership plans for 2026.

- Chair, Vice-Chair, Treasurer (Chris Hamilton), Secretary (Rachel Hamburger)

Church of the Wild - Two Rivers - Inactive

- After months of discussion and very little communication with Church of the Wild, we have decided to consider them an inactive New Worshipping Community in relation to our committee. We affirm what they are doing and remain open to continuing the relationship in the future if that is desired.

We continue to engage in learning as we work through this resource:

Starting New Worshipping Communities: A Process of Discernment

https://www.pbyutah.org/images/pdfs-doc/SNWC_Discernment_Guide.pdf

Volunteer Service to Shenandoah Presbytery

Name _____

Address _____

Phone: _____ E-mail _____

Congregation _____

___ Ruling Elder ___ Teaching Elder ___ Retired

I am interested in serving God through Shenandoah Presbytery in the following ways:

1. _____

2. _____

3. _____

I am currently serving in Shenandoah Presbytery in the following ways:

1. _____

2. _____

3. _____

Thank you for your willingness to serve!

Opportunities to Serve in Shenandoah Presbytery

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.

Committee on Educational Resources (CER)

Purpose: To provide education and resources in the areas of stewardship, children's ministry, youth and young adult ministry, evangelism, social justice issues, and other areas related to congregational ministry through the use of specialized teams and regional and Presbytery-wide training events.

Committee on Ministry (COM)

Purpose: To fulfill all Book of Order and Presbytery Manual responsibilities related to oversight of and assistance to churches and teaching elders in their ministry. These responsibilities include all matters related to matriculation of new pastors, periodic visits with sessions and pastors, support for clergy wellness and continuing education.

Committee on Mission and Outreach (CMO)

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

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.

Committee on Nominations (CN)

Purpose: To nominate to Presbytery individuals to serve on Presbytery committees, adhering to established norms of committee membership and representation including vacancies, chairs and vice-chairs; and to nominate persons to serve on Presbytery's PJC and as commissioners to Synod and General Assembly meetings.

Committee on Preparation for Ministry (CPM)

Purpose: To oversee the care and examination of inquirers and candidates for ministry, inform sessions of the process for inquiry and candidacy, and conduct examinations of candidates seeking calls within the bounds of this Presbytery.

Committee on Presbytery Administration (CPA)

Purpose: To oversee the management of Presbytery funds, property, and staff.

Committee on Representation (COR)

Purpose: To advise the Presbytery with respect to membership of its committees and to the employment of its personnel per Book of Order G-3.0103.