

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

**of the  
PRESBYTERY OF SHENANDOAH**

**February 28, 2026  
Via Zoom  
9:30 a.m.**

**NEXT STATED SESSIONS**

**Tuesday, May 19  
Charles Town Church  
Charles Town, West Virginia  
9:30 a.m.**

**Saturday, August 22  
Via Zoom  
9:30 a.m.**

**Tuesday, November 17  
Augusta Stone Church  
Fort Defiance, 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 leaders and members are nurtured and strengthened for service,**
- » **open communication and information are used constructively and creatively to keep us connected.**

**SHENANDOAH PRESBYTERY  
DIRECTORY**

Teaching Elder James Yao ..... Moderator 2026  
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Teaching Elder Kate Rascoe..... Vice-Moderator 2026  
[katerascoe@yahoo.com](mailto:katerascoe@yahoo.com)

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

Current Officers

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

Advisory Members

Brown Edwards & Company, LLP,

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

Candidate Deborah Romano	Home Church - Shepherdstown
Inquirer Sandra Hayslette	Home Church - Lexington
Inquirer Ell Miller	Home Church - Winchester First

## **GOVERNING BODIES**

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

Physical Address:  
1102 Westwood Ave #202  
Richmond, VA 23227

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3401 Brook Rd  
Richmond VA 23227

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Louisville, KY 40202-1396  
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**PRESBYTERY OF SHENANDOAH  
MINUTES OF THE 208<sup>th</sup> STATED MEETING**

The 208<sup>th</sup> Stated Meeting of the Presbytery of Shenandoah was called to order at 9:30 a.m. on Saturday, February 28, 2026, via Zoom. Outgoing Moderator Debra Fitzgerald O’Connell opened the meeting in prayer.

**QUORUM AND ENROLLMENT**

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

AP	Associate Pastor	HR	Honorably Retired	Supply	Supply
Chap	Chaplain	ML	Minister-at-Large	T	Teacher
CM	Campus Minister	OM	Overseas Missionary	TM	Tent Making
COP	Co-Pastor	OP	Organizing Pastor	TP	Transitional Pastor
Coun	Counselor	P	Pastor	VM	Validated Ministry
CP	Covenant Pastor	PA	Parish Associate		
DP	Designated Pastor	R	Retired		

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

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CP	Covenant Pastor	PA	Parish Associate		
DP	Designated Pastor	R	Retired		

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

P	Adams, Alan G.	HR		
E	Allen, Donald R., Jr.	HR		
E	Atwood, Roxana M.	HR		
A	Barner, Ann Elizabeth	HR		
P	Bethard, John T.	P	Charles Town	Kathryn Shue
P	Binder, Jeffrey A.	TP	Staunton First	
P	Boswell, Bronwen W.	GP/SC		
E	Boyer, Grace Jones	HR		
E	Brandon, Joseph C.	HR		
E	Bridgman, Stewart G.	HR		
E	Brownlee, J. Malcolm	HR		
P	Bunker, Jonathan W.	P	Berryville	Catherine Dickey
P	Burnett, Dennis D.	HR		
A	Caperton, William G.	HR		
P	Carr, Gwendolyn B.	CP	Buffalo Gap	Absent
			Craigsville	Absent
P	Carrico, Thomas J., Jr.	CP	Finley Memorial	Absent
A	Cecil, Gary D.	Temp	Circleville/Seneca Rocks	
P	Clark, Casey R.	COP	New Monmouth	Absent
P	Clark, Rachel F.	COP	New Monmouth	
A	Coggins, Samantha L.	CP	Waynesboro First	Cynthia Hoover
A	Conrad, Scott A.	Supply	Hot Springs & Millboro	
A	Corder, William “Lee”	ML		
E	Cornish, Homer T.	HR		
E	Cox, C. William	HR		
P	Craft, John K.	P	Bethany	
P	Cranford, April H.	CP	Westminster	Bethany Popelish

A	Crannell, J. Scott	ML		
P	Crumley, Rachel	P	Tuscarora	Lawrence Hitt
A	Daniel, F. Harry	R		
A	Dax, Betty G.	HR		
A	Dent, William H., Jr.	HR		
P	Dewey, Mark W.	Chap	UVA	
E	Dietrich, Richard S.	HR		
A	Ditzel, Andrew J.	P	Lexington	Absent
E	Donohoe, Patricia A.	HR		
E	Douty, Horace D.	HR		
P	Edwards, Karen S.	ML		
E	Ellis, Vanessa M.	P	Hedgesville	Malcolm McLetchie
P	Ennis, Susan L.	R		
E	Evans, George W.	HR		
P	Everhart, William G.	Chap	Westminster-Canterbury	
A	Farthing, Stanley H.	P	Augusta Stone	Absent
A	Fetterman, Amy	Supply	Waynesboro Second	
E	Fisher, Merle L., Jr.	HR		
P	Forbes, Thomas H.	HR/CP	Bunker Hill	Gwen Huff
E	Franklin, John S.	HR		
E	Goodman, William R., Jr.	HR		
E	Goshorn, Robert D.	HR		
P	Greenawalt, Karen J.	P	Gerrardstown	Mary Campbell
P	Hamburger, Rachel E.	CP	Smyrna	Donna Marshall
P	Harmon, Melissa L.	ML		
A	Hay, Kevin W.	P	Middletown	Absent
E	Hay, Thomas D.	HR		
P	Held, Ann Reed	HR		
A	Hendy, Susanna	ML		
P	Hill, Richard H.	HR		
E	Hill, Robert S., Jr.	HR		
P	Hill, Sarah L.	HR/CP	Mt. Carmel	Mary Jane Mutispaugh
P	Holben, Sara A.	HR		
E	Holden, Thomas J., III	HR		
P	Hopkins, E. Reed	P	Loch Willow	Marie Masincup
E	Howard, Carl D.	HR		
P	Howard, David D.	P	Strasburg	Absent
A	Hoy, Caitilin R.	ML		
A	Hunt, Patricia	HR		
P	Hutcheson, Fletcher, Jr.	HR/CP	Petersburg	Beth Hannum
P	Johns, James E.	HR		
P	Kave, Jacob R.	ML		
P	Keyes, B. Brinton Pratt	TP	Tinkling Spring	
E	Klein, Deborah H.	HR		
E	Klein, William M.	HR		
E	Lanaghan, Patrick R.	HR		
E	Lane, Brittney M.	P	Woodstock	Jane Runyon
E	Langdon, J. Bradford	HR/CP	Tabler	Hank Hogmire
A	LaPrade, Lester N., Jr.	HR		
E	Lawton, James S.	HR		
E	Lown, John W.	HR		
E	Lowrance, William J.	HR		
E	Macbeth, Bruce A.	HR		
A	Martin, Tracie E.	PA	Opequon	
E	McCoig, Dan M., Jr.	HR		
A	McDonald, John L.	Supply	Mt. Horeb	
A	Mitchell, Loren T.	P	New Providence	Marguerite Guilford
A	Moore, William L.	R		
E	Newman, Howard A.	HR		
E	Newquist, Gusti L.	P	Shepherdstown	Absent

A Osborne, Robert S.	HR		
A Ott, Daniel J.	VM		
E Ott, Teresa M.	VM		
E Owen, Jan G.	HR		
P Patman, Jacqueline Smith	TP	Front Royal	
A Pattison, Carl F.	HR		
P Peterson, John C.	P	Covenant	Thomas Brooks Bob Stripling
E Pettit, Ann R.	Chap	Virginia Mennonite Retirement Community	
P Pettit, Patrick S.	TP	Warrenton	
A Phillips, Keith A.	P	Massanutten	David Allen
A Poland, Ernest L. Jr.	CP	Second Opequon	Absent
E Pollock, Richard	HR		
E Potter, Ronald R.	HR		
E Price, Norman G.	HR		
P Pyles, Elizabeth A.	R		
P Rascoe, Clayton T.	VM	Massanetta Springs	
P Rascoe, Kathryn R.	TP	Bridgewater	
E Rhyne, C. Thomas	HR		
P Robertson, Helen	CP	Fairfield	Casey Cash
A Sale, Meriwether Anderson, Sr.	HR		
P Segars, J. Kyle	P	Oxford	Absent
A Sherman, H. Wray	HR		
A Sieck, Philip L.	HR		
P Skinner, Erin A.	VM		
E Slider, C. Richard II	HR		
P Smith, Alexa A.	ML		
A Smith, Evan R.	P	Staunton Second	Absent
A Smith, James M.	P	Mossy Creek	Absent
A Smith, Nancy A.	HR		
A Sommer, Philip W.	HR		
P Sorge, Stephanie	P	Trinity	Lauren Strawderman
E Stanley, Arthur L.	HR		
E Stephens, Millard M.	HR		
A Sterrett, J. Douglas, III	HR		
A Summers-Minette, Teresa L.	HR		
A Symons, Charles D., Jr.	HR		
P Thomas, Aaron Lee	P	Olivet	Absent
A Thomas, Amanda M.	ML		
A Thornton, Joel P.	P	Ivanhoe Wardensville	Absent Absent
E Tremba, Randall W.	HR		
P Vaughan, Robert C.	P	Romney	Penny Maphis
E Vernon, Joseph H. J.	HR		
A von Oeyen, Jr., Robert	HR		
A Watkins, John M.	HR		
P Watson, Rachel	AP	Covenant	
E Wilkers, Jack B.	HR		
E Wilson, Joan M.	HR		
E Wilson, Stanton R.	HR		
E Wing, Andrew P.	VM		
P Witt, David R.	P	Opequon	Ben Brooks Absent
P Yao, James C.	P	Moorefield	Serene Moyers
P Yao, Nancy Meehan	AGP		
P Young, James M.	HR		

CHURCHES WITHOUT INSTALLED PASTORS

Ben Salem	Absent
Berkeley Springs	Adrienne North
Bethesda	Absent

Beulah	Absent
Bloomery	Brenda Omps
Bridgewater	Joe Crockett
Broadway	Absent
Buckton	Lisa Schlosser
Buena Vista	Absent
Burlington	Excused
Burnt	Absent
Circleville	Absent
Clear Brook	Absent
Collierstown	Absent
Cooks Creek	Mark Williams
Elk Branch	Excused
Elkton	Sarah Smith
Falling Waters	William Berg
Franklin	Absent
Front Royal	Marta Steane
Glen Kirk	Absent
Goshen	Absent
Hebron	Hannah Bush
Hermitage	Ronald Brower
Highland Memorial	Absent
Hot Springs	Absent
Immanuel	Absent
Keyser	Absent
Little Falls	Absent
McCutchen	Absent
McDowell	Absent
Millboro	Absent
Monterey	Laura Warner
Mount Hope	Absent
Mount Horeb	Absent
Mount Joy	Absent
Mount Olive	Absent
Mount Storm	Absent
Nineveh	Thomas Van Meter
Piedmont	Lori Evans
Pines Chapel	Absent
Rocky Spring	Absent
Ruddle	Absent
Seneca Rocks	Absent
Slanesville	Denise Rouse
Staunton First	Sherry Cox
Staunton Third	Absent
Sunnyside	Absent
Timber Ridge	Arthur Kuehne
Tinkling Spring	Vicky Conyers
Tomahawk	Brad Noll
Union	Absent
Warrenton	Molly Sullivan
Waynesboro Second	Patricia Myers
Williamsville	Absent
Winchester First	Absent
	Absent
Zetta	Sharon Doyle

**OTHER VOTING MEMBERS:**

Commissioned Ruling Elders

- |                  |                    |                   |
|------------------|--------------------|-------------------|
| A Melissa Avey   | P Deborah Beam     | A Michele Elliott |
| A Tina Glenn     | A Stephanie Harris | P Judy Hensley    |
| P Mark Johnson   | P David Omph       | E Linda Reece     |
| A Bobby Spurgeon | A Susanne Taylor   | A Paul Wolverton  |

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

- |                                   |                         |
|-----------------------------------|-------------------------|
| A Eric Hulett, CPC                | P Donna Lanaghan, Staff |
| P Debra Fitzgerald O’Connell, CPC | P Dave Thalman, CPC     |

**NON-VOTING VISITORS:**

Candidates

Deborah Romano

Visiting Ministers

Bill Reinhold, Cooks Creek Transitional Pastor

Presbytery Staff

Kim Stroupe

Visitors

- |                 |               |                 |
|-----------------|---------------|-----------------|
| Mark Facknitz   | Suzan Hamill  | William North   |
| Elizabeth Ruehl | Bob Schminkey | Colleen Stearns |
| Lucas Taylor    | Rebekah Witt  |                 |

Teaching Elders = 49    Voting Ruling Elders = 51    Additional Guests = 11    TOTAL = 111

**WELCOME**

Outgoing Moderator Debra Fitzgerald O’Connell welcomed everyone to the Zoom meeting and provided instructions on how to vote and ask questions. Teaching Elder William Reinhold was recognized as a corresponding member.

**DOCKET**

The docket was approved as circulated; see page 10.

**STATED CLERK REPORT**

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

- I. FOR INFORMATION:
  - A. See page 30 for information only reports from the following committees: Mission and Outreach, New Congregational Development, and Coordinating and Planning (Commission).
  - B. PJC Reserve List. The roster of former members of the Permanent Judicial Commission (PJC) who may be called when necessary to constitute a quorum (see Book of Order D-3.0602b):
    - Class of 2025: Kathy Baker (RE) and Bruce Patterson (RE)
    - Class of 2023: Ann Massie (RE) and Karen Thatcher (RE)
    - Class of 2021: William Everhart (TE) and Andy Sale (TE)
    - Class of 2019: John Peterson (TE) and Beth Smith (RE)
    - Class of 2017: David Howard (TE) and Creigh Deeds (RE)

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 November 15, 2025, Presbytery Meeting as distributed.
- C. The Bunker Hill congregation requests the approval of their application to the Presbyterian Investment and Loan Program (PILP) of \$100,000 for sanctuary ceiling replacement and all that it entails; and for the Presbytery to authorize the General Presbyter to co-sign the loan on behalf of the Presbytery. The Session has done their due diligence thoroughly filling out the application and shown that they are fiscally responsible for the project.
- D. That Presbytery receive the financial summary for the year ending December 31, 2025, as found on pages 11-12.
- E. That Presbytery receive the financial review for the year ending December 31, 2025, as found on page 13.
- F. It is the policy of Shenandoah Presbytery to allow resident retired minister members who for good reason decide that they will not be participating in the Presbytery’s voting for the year to remove themselves from the need to attend and the need to be counted in the Stated Clerk’s recommendation for balancing minister/elder voting.

While the Presbytery strongly encourages participation in the full life of the Presbytery, the following have by signed request asked to be automatically excused from Presbytery meetings for the year 2026 indicating they will not be voting and will be “inactive participants” for Presbytery business: (If you are a resident retired minister member of Presbytery and did NOT sign such a form for 2026, you are counted and expected to attend Presbytery.)

Roxanna Atwood	Joseph Brandon	Malcolm Brownlee
William Cox	Richard Dietrich	Patricia Donohoe
Horace Douty	Merle Fisher	Deborah Klein
William Klein	John Lown	William Lowrance
Dan McCoig	C. Thomas Rhyne	Randall Tremba
Jack Wilkers		

- G. Membership and Attendance Balance. Each year the Stated Clerk is required to recommend to Presbytery a way of balancing the representation of ruling elders and ministers (Manual 5.2.2.). The following is the analysis for 2025 (for ministers as of 12/31/25 and church membership as of 12/31/2024):

**TEACHING ELDERS:**

Total Enrollment of Teaching Elders, 12/31/2025 .....	136
<b>Active Participants</b>	
Installed Pastors .....	31
Covenant, Transitional, and Supply Pastors.....	20
Serving in other validated ministries.....	11
Parish Associates .....	1
Members at Large .....	5
Resident Retired (not inactive or infirm) .....	28
<b>Total Active Participants</b> .....	<b>96</b>
<b>Non-participants for 2026</b>	
Resident Retired requesting to be inactive.....	16
Resident Retired who are infirm .....	4
Retired living outside the bounds of presbytery.....	20
<b>Total Non-Participants</b> .....	<b>40</b>
<b>TOTAL TEACHING ELDERS PARTICIPATION</b> .....	<b>96</b>

**RULING ELDERS: (12/31/2024)**

Ninety-three congregations send one ruling elder.....	93
Three congregations send two ruling elders: Covenant, Opequon, Winchester 1 <sup>st</sup> .....	6
Commissioned Ruling Elders for Particular Pastoral Services .....	12
Certified Christian Educators serving .....	0
Presbytery staff .....	1
Ruling elders serving on Coordinating and Planning Commission.....	3
<b>TOTAL POTENTIAL RULING ELDERS PARTICIPATION .....</b>	<b>115</b>

**CONCLUSION:** *No imbalance exists for 2026*

- H. On behalf of the Coordinating and Planning Commission, I recommend approval of the Presbytery Manual revisions for the Committee on Ministry and the Committee on Preparation for Ministry as found on pages 16-18.

**ASSOCIATE GENERAL PRESBYTER**

Teaching Elder Nancy Meehan Yao shared a few upcoming events: Small Church -BIG Hearts led by Teaching Elder Erin Skinner via Zoom March 5 and in-person March 7 at Massanetta Springs. Boundary Training is required every 36 months for pastoral leaders and sessions. Upcoming Zoom trainings will be March 19 and March 21.

**COMMITTEE ON MISSION AND OUTREACH**

Ruling Elder Dave Thalman, Co-Chair, reminded the Body of two upcoming mission trips this summer: Summerlee and Baja. Details can be found on page 30.

The offering taken today is designated to Open Doors in Harrisonburg, located at the former Presbytery Office. Their mission is to provide safe shelter for the unhoused, as well as compassionate support and access to services for all in the Harrisonburg-Rockingham community. For more information, visit <https://www.valleyopendoors.org/>

**WORSHIP**

Today’s Worship was prepared by Teaching Elder Kate Rascoe and centered around serving the Lord of grace and peace with joy. Special music included *I Want Jesus to Walk with Me, I Was There to Hear Your Borneing Cry, and O Master, Let Me Walk with Thee.*

**NECROLOGY REPORT**

The names of those ruling and teaching elders who passed in 2025 were presented during Worship. The written report can be found on pages 19-20.

**INSTALLATION OF 2026 MODERATOR**

Outgoing Moderator Debra Fitzgerald O’Connell led the installation of the 2026 Moderator, Rev. James Yao. Moderator Yao presided over the remainder of the meeting.

**RECOGNITION OF OUTGOING MODERATOR**

Teaching Elder Bronwen Boswell, Stated Clerk, took a moment to recognize Ruling Elder Debra Fitzgerald O’Connell who served the Presbytery diligently as Moderator for 2025. Bronwen presented Debra with an engraved Celtic cross along with a personal gift.

**COMMITTEE ON MINISTRY**

Teaching Elder Patrick Pettit, Chair, referenced their written report on pages 21-26.

***The following recommendations were approved:***

- A. That Presbytery approve the revised Salary Policy as found on pages 23-26.

B. That Presbytery approve the formation of an Administrative Commission to Mt. Olive Church.

### INTRODUCTION OF NEW TEACHING ELDERS

Teaching Elder Jonathan Bunker introduced Retired Teaching Elder Alan Adams as a new member of Shenandoah Presbytery. Rev. Adams was asked to provide a brief sense of call to ministry and his experience as a presbytery executive. Rev. Adams was asked by a member of the Body to expand on his faith statement.

Teaching Elder Jonathan Bunker introduced Retired Teaching Elder Susan “Susi” Ennis was introduced as a new member of Shenandoah Presbytery. Rev. Ennis was asked to provide a brief sense of call to ministry and her experience of a mid-career move to ministry. Rev. Ennis was asked by a member of the Body of anything she has learned or experienced that wasn’t taught in seminary.

### RECOGNITION OF RETIRED TEACHING ELDER ELIZABETH PYLES

Teaching Elder Stephanie Sorge recognized Beth’s work since her installation at McDowell Church in the fall of 2006. We wish Beth many blessings following her retirement December 31, 2025.

### COMMITTEE ON EDUCATIONAL RESOURCES

Teaching Elder Rae Watson, Chair, referenced their written report as found on page 27 that includes information for college scholarships and the third annual youth retreat.

### EDUCATIONAL TIME

Teaching Elder Nancy Meehan Yao, Associate General Presbyter, led a presentation regarding Artificial Intelligence (AI) Within the Church. The Body broke into Zoom groups to discuss/generate ideas using AI in congregations.

### COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION

Teaching Elder Jaci Smith Patman, Chair, reminded the Body of the purpose of CCVT: *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.*

The Committee has been working diligently to help congregations have meaningful conversations regarding vitality, transformation, and spiritual growth. Ideas and links can be found in the written report on page 28.

Teaching Elder Nancy Meehan Yao, Associate General Presbytery, gave a brief presentation of what vitality means within a congregation.

### COMMITTEE ON NOMINATIONS

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

RECOMMENDATION:

*That Presbytery approve the following to serve:*

Committee on New Congregational Development (CNCD)

Class of 2028 – Mark Dewey, TE, Member-at-Large

Committee on Presbytery Administration (CPA)

Class of 2028 – Kyle Segars, TE, Oxford Church

Permanent Judicial Commission (PJC)

Class of 2031 – Deidre Lenderking, RE, Massanutten Church

Class of 2031 – Deborah Fitzgerald O’Connell, RE, Tinkling Spring

Class of 2031 – Phil Sommer, TE, Retired

*There were no nominations from the Body.*

## COMMITTEE ON PREPARATION FOR MINISTRY

Teaching Elder Tom Forbes, Co-Chair, referenced their written report as found on page 29.

Shenandoah Presbytery is asked to provide four readers total (2TE, 2RE) for reading ordination exams. Reading week for the Spring exams is May 5-9, 2026. Please contact John Bethard, TE Charles Town PC, [jbethard@ctpres.org](mailto:jbethard@ctpres.org)

### ADJOURNMENT

The meeting adjourned at 11:57 a.m. with prayer by the Moderator. The Presbytery will meet on Tuesday, May 19, 2026, beginning at 9:30 a.m., at Charles Town Church, Charles Town, West Virginia.

James C. Yao, Moderator

Bronwen W. Boswell, Stated Clerk

Kim T. Stroupe, Recording Clerk

Teaching Elder James “Jim” Yao of Moorefield Church serves as the  
Presbytery Moderator for 2026

DOCKET

- 9:30 a.m. Call to Order & Prayer
- 9:35 a.m. Determining a Quorum  
Procedural Rules  
Introduction of Guests and Seating of Corresponding Members  
Adoption of the Docket  
Report of the Stated Clerk – TE Bronwen Boswell  
Report of the Associate General Presbyter – TE Nancy Meehan Yao
- 9:50 a.m. Committee on Mission and Outreach – RE Dave Thalman  
QR code for online giving to *Open Doors*
- 9:53 a.m. Worship  
2025 Necrology of Ruling and Teaching Elders
- 10:50 a.m. Installation of 2026 Presbytery Moderator
- 10:55 a.m. STRETCH BREAK
- 11:00 a.m. Committee on Ministry – TE Patrick Pettit & TE Jonathan Bunker  
Introduction of retired teaching elders Alan Adams and Susan Ennis  
Recommend Revised Salary Policy  
Recommend Administrative Commission to Mt. Olive Church
- 11:20 a.m. Committee on Education and Resources – TE Rae Watson
- 11:25 a.m. Education Time – Breakout Rooms
- 11:55 a.m. Committee on Church Vitality and Transformation – TE Jaci Smith Patman
- 12:10 p.m. Committee on Nominations – TE David Witt
- 12:15 p.m. Committee on Preparation for Ministry – TE John Bethard  
Exam Readers Needed
- 12:20 p.m. Anticipated Adjournment



	Actual Twelve Months December 31, 2025	2025 Twelve Month Budget	Remaining Budgeted Funds	% Used
<b>Resources Provided by:</b>				
		\$ (447,149.15)		
Acceptances from Congregations	\$ 431,465.70	\$ 508,053.78	\$ 76,588.08	85%
Sup Corp - Operating Endowment	\$ 114,800.00	\$ 114,800.00	\$ -	100%
Sup Corp - sale of 1111 N Main St	\$ 23,200.00	\$ 23,200.00	\$ -	100%
Total	\$ 569,465.70	\$ 646,053.78	\$ 76,588.08	
<b>Resources Used for:</b>				
Church Vitality & Transformation CCVT	\$ 230.38	\$ 1,000.00	\$ 769.62	23%
Educational Resources CER	\$ 254.84	\$ 9,500.00	\$ 9,245.16	3%
Mission and Outreach CMO	\$ 10,909.00	\$ 13,300.00	\$ 2,391.00	82%
Presbytery Administration CPA				
GA - Per Capita	\$ 96,129.12	\$ 96,129.12	\$ -	100%
Synod - Per Capita	\$ 10,198.20	\$ 10,198.20	\$ -	100%
GA - Shared Mission Support	\$ 4,000.00	\$ 4,000.00	\$ -	100%
Synod - Shared Mission Support	\$ 200.00	\$ 200.00	\$ -	100%
Total to GA and Synod	\$ 110,527.32	\$ 110,527.32	\$ -	100%
Occupancy	\$ 38,699.39	\$ 34,950.00	\$ (3,749.39)	111%
Office Expenses	\$ 24,236.96	\$ 29,000.00	\$ 4,763.04	84%
Presbytery	\$ 1,326.16	\$ 3,500.00	\$ 2,173.84	38%
Personnel Expenses	\$ 430,306.49	\$ 431,726.46	\$ 1,419.97	100%
Total CPA	\$ 494,569.00	\$ 499,176.46	\$ 4,607.46	99%
Preparation for Ministry CPM	\$ 930.46	\$ 1,000.00	\$ 69.54	93%
Cmte on Ministry COM	\$ 4,542.48	\$ 6,550.00	\$ 2,007.52	69%
New Congregational Development CNCD	\$ 5,000.00	\$ 5,000.00	\$ -	100%
Total	\$ 626,963.48	\$ 646,053.78	\$ 19,090.30	97%
	\$ (57,497.78)	\$ -		
	\$ 6,838.33	collected after 2025 closed		
	\$ (50,659.45)			

<b>Restricted Net Assets as of December 31, 2025</b>	
Cmte on Church Vitality & Trans	
Innovations in Worship Grant	5,355.26
<b>Total Cmte on Church Vitality &amp; Trans</b>	<b>5,355.26</b>
Cmte on Educational Resources	
Campus Ministry - Ukirk	11,471.36
Blue Funds	14,958.89
Brown & Hogshead	1,077.00
Thomas & Martha Grafton	723.00
Harry S McClung	5,032.16
Peacemaking ShenPres 2025	17,770.33
Women in Community(SacremeLife)	3,553.68
<b>Total Cmte on Educational Resources</b>	<b>54,586.42</b>
Cmte on Mission & Outreach	
Baja Mission Trip	
2026 Baja Mission Trip	14,609.89
<b>Total Baja Mission Trip</b>	<b>14,609.89</b>
Hunger - Cents-Ability	
2025 cents ability	21,241.98
<b>Total Hunger - Cents-Ability</b>	<b>21,241.98</b>
Moffett Grant	44,874.40
Partnership Committee	
ESL - Project Funds	5,815.14
Female Seminary Student scholar	8,804.88
iCARE Gore Home	
iCARE - 2025 Discretionary	5,604.01
iCARE - 2025 Sponsorship	5,038.66
<b>Total iCARE Gore Home</b>	<b>10,642.67</b>
Ketta Congregation Ethiopia	1,750.00
Metu Congregation in Ethiopia	2,250.00
<b>Total Partnership Committee</b>	<b>29,262.69</b>
Partnership Discretionary	1,227.59
<b>Total Cmte on Mission &amp; Outreach</b>	<b>111,216.55</b>
Cmte on New CongregationalDevel	
2026 CNCD grant to CommunityCup	61,500.00
<b>Total Cmte on New CongregationalDevel</b>	<b>61,500.00</b>
Cmte on Prep for Ministry	
CPM Discretionary	599.87
Res for Educ of Candidate	2,000.00
<b>Total Cmte on Prep for Ministry</b>	<b>2,599.87</b>
Cmte on Presbytery Administrati	
2026 Rent	21,600.00
2026 Pledge paid in 2025	7,550.88
Union PC closing	-5,396.06
2025 Legal Fees	70,133.41
Circleville/Seneca Rocks Manse	36,873.52
Presbytery Training Resources	3,625.33
Continuing Education	
Cont Ed 2026 - Assoc GP	-130.00
Cont Ed 2025 - Support Staff	1,000.00
Cont Ed 2025 - GP/SC	2,295.00
Cont Ed 2024 - Support Staff	684.34
Cont Ed 2024 - GP/SC	2,057.77
Cont Ed 2023 - GP/SC	2,486.06
<b>Total Continuing Education</b>	<b>8,393.17</b>
G.P. Discretionary Acct	4,060.36
2025 Investment Interest	271.10
<b>Total Cmte on Presbytery Administrati</b>	<b>147,111.71</b>
Cmte on Ministry COM	
2026 27 COM BoardOPension grant	35,000.00
2025 Background Checks	-49.50
Boundary Training	3,356.02
CRE Support Fund	26,072.12
COM Discretionary	10,071.81
McClung - CAT WALK Training	3,820.36
Mediation and Conflict Training	5,563.25
Strong Ministers' Program	1,698.85
2025 Strong Ministers Program	142,810.61
The Oasis (Ramkey) Project	30,681.39
<b>Total Cmte on Ministry COM</b>	<b>259,024.91</b>
<b>TOTAL</b>	<b>641,394.72</b>

We conducted a financial review of the 2025 books of the Shenandoah Presbytery on January 28, 2026.

We were impressed by the organization of the records which allowed us to verify proper reconciliation of credits and debits. All records were found to be properly documented.

  
Denise Rouse

  
Sara Holben

## 2025 FINAL ACCEPTANCE REPORT

96 Church	2023 Members	2025 Actual Asking	2025 Accepted	2025 Actual Received	2025 % Paid	per Member by Acceptance
Bloomery	23	1,317.67	zero			
McCutchen	2	114.58	zero			
Olivet	109	6,244.61	zero			
Broadway	35	2,500.00	2,250.00		0%	64.29
Finley Memorial	87	4,984.23	200.00		0%	2.30
Glen Kirk	23	1,317.67	1,317.67		0%	57.29
Pines Chapel	57	5,180.00	5,180.00		0%	90.88
Mt. Carmel	49	4,119.00	2,812.00	1,407.00	50%	57.39
Nineveh	26	1,489.54	1,489.54	975.00	65%	57.29
Second Opequon	37	2,200.00	2,200.00	1,650.00	75%	59.46
Shepherdstown	291	16,671.39	16,671.39	16,320.50	98%	57.29
Ivanhoe	32	1,833.28	1,833.28	1,800.00	98%	57.29
Tabler	25	1,537.76	859.35	859.32	100%	34.37
Buena Vista	85	4,869.65	4,000.00	3,999.96	100%	47.06
Lexington	338	19,364.02	19,364.02	19,363.92	100%	57.29
Cooks Creek	201	11,515.29	10,000.00	9,999.96	100%	49.75
New Monmouth	93	5,327.97	5,327.97	5,327.96	100%	57.29
Union	4	229.16	229.16	229.16	100%	57.29
Goshen	22	1,260.38	250.00	250.00	100%	11.36
Burnt	24	1,374.96	300.00	300.00	100%	12.50
Rocky Spring	11	630.19	400.00	400.00	100%	36.36
Williamsville	12	687.48	400.00	400.00	100%	33.33
Clear Brook	10	572.90	500.00	500.00	100%	50.00
Strasburg	67	3,838.43	500.00	500.00	100%	7.46
Little Falls	9	550.00	550.00	550.00	100%	61.11
McDowell	60	3,437.40	600.00	600.00	100%	10.00
Ruddle	13	744.77	677.46	677.46	100%	52.11
Mt. Joy	10	728.00	728.00	728.00	100%	72.80
Millboro	29	1,661.41	750.00	750.00	100%	25.86
Staunton Third	85	4,869.65	750.00	750.00	100%	8.82
Craigsville	16	916.64	800.00	800.00	100%	50.00
Tomahawk	18	1,031.22	1,000.00	1,000.00	100%	55.56
Mt. Hope	18	1,031.22	1,031.22	1,031.22	100%	57.29
Burlington	18	1,206.98	1,206.98	1,206.98	100%	67.05
Elk Branch	19	1,212.38	1,212.38	1,212.38	100%	63.81
Immanuel	16	1,300.00	1,300.00	1,300.00	100%	81.25
Hedgesville	23	1,500.00	1,500.00	1,500.00	100%	65.22
Buckton	27	1,546.83	1,546.83	1,546.83	100%	57.29
Middletown	28	1,604.12	1,604.12	1,604.12	100%	57.29
Ben Salem	30	1,768.00	1,768.00	1,768.00	100%	58.93
Circleville	29	1,800.00	1,800.00	1,800.00	100%	62.07
Hermitage	39	2,234.31	1,800.00	1,800.00	100%	46.15
Mt. Storm	21	1,500.00	1,800.00	1,800.00	100%	85.71
Seneca Rocks	32	1,833.28	1,831.13	1,831.13	100%	57.22
Mossy Creek	106	6,072.74	1,900.00	1,900.00	100%	17.92
Monterey	31	2,965.68	2,000.00	2,000.00	100%	64.52
Fairfield	36	2,062.44	2,063.00	2,063.00	100%	57.31
Beulah	37	2,119.73	2,120.00	2,120.00	100%	57.30
Sunnyside	27	2,251.72	2,251.72	2,251.72	100%	83.40
Collierstown	89	5,098.81	2,275.00	2,275.00	100%	25.56
Highland Memorial	40	2,362.00	2,362.00	2,362.00	100%	59.05

Wardensville	15	2,500.00	2,500.00	2,500.00	100%	166.67
Gerrardstown	51	2,921.79	2,921.79	2,921.79	100%	57.29
Charles Town	290	16,614.10	3,000.00	3,000.00	100%	10.34
Hebron	74	4,239.46	3,000.00	3,000.00	100%	40.54
Mt. Horeb	120	6,874.80	3,000.00	3,000.00	100%	25.00
Waynesboro Second	53	3,036.37	3,000.00	3,000.00	100%	56.60
Franklin	54	3,100.00	3,100.00	3,100.00	100%	57.41
Romney	75	4,296.75	3,500.00	3,500.00	100%	46.67
Oxford	125	7,161.25	3,580.00	3,580.00	100%	28.64
Piedmont	29	3,600.00	3,600.00	3,600.00	100%	124.14
Smyrna	67	3,838.43	3,840.00	3,840.00	100%	57.31
Keyser	64	3,850.00	3,850.00	3,850.00	100%	60.16
Petersburg	72	4,124.88	4,124.88	4,124.88	100%	57.29
Bethany	73	4,290.00	4,290.00	4,290.00	100%	58.77
Waynesboro First	82	5,096.00	4,697.78	4,697.78	100%	57.29
Bunker Hill	82	4,836.00	4,836.00	4,836.00	100%	58.98
Augusta Stone	94	5,385.26	5,000.00	5,000.00	100%	53.19
Front Royal	69	5,272.32	5,000.00	5,000.00	100%	72.46
Loch Willow	78	5,000.00	5,000.00	5,000.00	100%	64.10
Staunton First	113	6,473.77	5,000.00	5,000.00	100%	44.25
Westminster	213	12,202.77	5,000.00	5,000.00	100%	23.47
Mt. Olive	109	6,244.61	6,244.61	6,244.61	100%	57.29
Bethesda	117	7,000.00	7,000.00	7,000.00	100%	59.83
Woodstock	139	7,963.31	7,500.00	7,500.00	100%	53.96
Tinkling Spring	316	18,103.64	8,000.00	8,000.00	100%	25.32
Berryville	141	9,000.00	9,000.00	9,000.00	100%	63.83
Moorefield	162	9,280.98	9,281.00	9,281.00	100%	57.29
Trinity	169	12,500.00	12,500.00	12,500.00	100%	73.96
Warrenton	373	21,369.17	18,161.00	18,161.00	100%	48.69
Massanutten	330	20,700.00	24,041.00	24,041.00	100%	72.85
Covenant	481	33,000.00	33,000.00	33,000.00	100%	68.61
Opequon	535	32,500.00	33,800.00	33,800.00	100%	63.18
Winchester First	654	37,467.66	37,468.00	37,468.00	100%	57.29
Berkeley Springs	49	2,807.21	2,692.63	2,692.64	100%	54.95
Tuscarora	143	8,192.47	8,192.47	8,192.52	100%	57.29
Falling Waters	94	5,385.26	4,400.00	4,400.04	100%	46.81
Slanesville	11	630.19	630.19	630.20	100%	57.29
New Providence	103	5,900.87	5,900.87	5,901.00	100%	57.29
Zetta	12	687.48	500.00	500.04	100%	41.67
Staunton Second	63	3,609.27	3,609.27	3,610.00	100%	57.29
Timber Ridge	94	5,385.26	2,980.00	2,982.99	100%	31.70
Buffalo Gap	9	549.20	345.76	348.00	101%	38.42
Elkton	44	2,520.76	2,520.76	2,621.00	104%	57.29
Hot Springs	32	1,833.28	750.00	900.00	120%	23.44
Bridgewater	78	4,468.62	3,000.00	4,700.00	157%	38.46
Anonymous donation				1,000.00		
Bethel (closed)	139	7,963.31	7,963.31	7,963.31	closed	57.29
Springfield (closed)	9	515.61	515.61	515.61	closed	57.29
<b>TOTALS</b>	<b>8,734</b>	<b>527,204.74</b>	<b>447,149.15</b>	<b>438,304.03</b>		
		(1)	(2)			
(1) Total asking for churches						
		(2025 budget based on		\$ 646,053.78		
(2) Total amount of returned acceptances			minus corp fi	\$ 138,000.00		
				<u>\$ 508,053.78</u>		

PRESBYTERY MANUAL REVISIONS FOR  
COMMITTEE ON MINISTRY and  
COMMITTEE ON PREPARATION FOR MINISTRY

4.2.3. Committee on Ministry

4.2.3.1. Membership:

Fifteen, in three classes of five, with representation from across the Presbytery. In addition, every effort should be made to maintain parity between teaching and ruling elders.

4.2.3.2. Responsibilities and Authority of the Committee on Ministry:

- A. Consider requests for exemption that ruling elders and deacons be elected for limited terms of active service (G-2.0404)
- B. Act upon the examinations of those called to pastoral positions in Shenandoah Presbytery.
- C. Welcome teaching elders into membership in the Presbytery and present those teaching elders to the Presbytery. (G-3.0306)
- D. Visit regularly and consult with each teaching elder of the Presbytery.
- E. Visit with each session of the Presbytery on a regular basis.

4.2.3.3 Organization:

- A. The committee shall have a chairperson and vice-chairperson elected by Presbytery.
- B. In fulfilling its responsibilities, the committee ordinarily shall organize itself in the following manner:

Administration Committee

- 1. Membership: A convener and additional members appointed annually by the chairperson of the Committee on Ministry.
- 2. Duties:
  - a. Oversee the creation, review and dissemination of forms and policies deemed necessary by the Committee on Ministry.
  - b. Review the contracts of pastors in Temporary Relationships and recommend action to the full committee.
  - c. Review and report to Presbytery annually salaries and other benefits being received by ministers and directors of Christian education of Presbytery.
  - d. Recommend to Presbytery minimum salary standards and changes therein as needed for teaching elders.

Pastoral Transition Committee

- 1. Membership: A convener and additional members appointed annually by the chairperson of the Committee on Ministry.
- 2. Duties:
  - a. Recommend the dissolution of pastoral relationships in cases where the congregation and pastor concur, and the dismissal of teaching elders to other presbyteries, with the provision that all such actions be reported to the next stated meeting of the Presbytery
  - b. Recommend the approval of pastoral calls and contracts for pastoral services.
  - c. Recommend approval of all commissions to ordain and/or install.
  - d. Recommend moderators for session of churches in transition (G- 3.0104 and G-3.0201).
  - e. Assign liaisons for all churches seeking pastors, for those seeking additional pastors, and for all churches whose time of transition includes new models for temporary pastoral services (G-2.0504).
  - f. Recommend to sessions persons suitable for temporary pastoral relationships, including teaching elders, candidates, and ruling elders.
  - g. Facilitate and support transitional studies (such as CAT or Conversations) in congregations in pastoral transition.
  - h. Assist and guide pastor nominating committees in their searches for and call of new teaching elders.

- i. Develop, train, and supervise consultants in conducting transitional studies with congregations in pastoral transition.
- j. Compile, maintain, and make available to each church in transition a list of approved teaching elders, inquirers or candidates, and ruling elders to serve in temporary pastoral relationships (G-2.0504b and G-2.0606).
- k. Maintain an accessible repository of required forms for the use of churches in transition.
- l. Consider and make recommendations regarding any requests under the provision of G-2.0504c regarding whether a teaching elder in a temporary pastoral relationship or an associate pastor is eligible to serve as the next installed pastor, co-pastor, or associate pastor.
- m. Maintain a current list of teaching elders who have received training in interim ministry.

#### Ministerial Relations Committee

1. Membership: A convener and additional members appointed annually by the chairperson of the Committee on Ministry.
2. Duties:
  - a. Counsel teaching elders and churches when conflict or dissension has arisen.
  - b. Receive a report from the Stated Clerk determining the teaching elder members of Presbytery as specified in (G-2.0503), reporting to Presbytery before December 31 of each year and recommending to Presbytery any appropriate actions required by the above provisions and (G-3.0307).
  - c. Review annually sessional records according to G-3.0108 and recommend action to redress whatever a church has done contrary to order.
  - d. Assist teaching elders and/or their families in retirement and crisis situations to draw on all available resources, such as Board of Pensions, Medicare, Medicaid, Veterans Administration, Social Security, etc.
  - e. Receive requests for a teaching elder and/or certified Christian educator's Retirement; and plan an appropriate recognition at a Presbytery meeting.
  - f. Coordinate the annual Necrology and written memorials for teaching elders.
  - g. Plan and implement the orientation for teaching elders new to Shenandoah Presbytery.
  - h. Recommend initiatives to enhance wellness
  - i. Appoint 'Colleagues in Ministry' for each teaching elder who is new to Shenandoah Presbytery
  - j. Review and recommend to Presbytery action when a particular church requests permission to sell, mortgage, lease, or otherwise encumber any of its real property or to acquire real property subject to encumbrance or condition.
  - k. Oversee, administer, and encourage teaching elders to seek professional development assistance from scholarship funds, the West Virginia Grant Fund, and the Strong Minister's Fund.

#### Commissioned Ruling Elder Oversight Committee (CRE)

1. Membership: A convener and additional members appointed annually by the chairperson of the Committee on Ministry, to include at least two teaching elders, two ruling elders and one Commissioned Ruling Elder. The Oversight Committee shall include at least one member of the Committee on Ministry and one member of the Committee on Preparation for Ministry.
2. Duties:
  - a. Supervise the spiritual growth of the candidates, including continuing education opportunities.
  - b. Consult with the Pastoral Transition subcommittee regarding placement of CRE candidates.

#### Committee on Examination

1. Membership: A convener and additional members appointed by the chairperson of the Committee on Ministry.

2. Duties:
  - a. Conduct examinations of all Presbyterian teaching elders {and ministers from other reformed bodies that hold to a Presbyterian form of government (G-2.0505)} who are seeking to receive a call in Shenandoah Presbytery or just seeking to transfer into Shenandoah Presbytery. Candidates shall be examined according to the Book of Order. (G-2.0702).
  - b. Conduct examinations of ordained ministers of other denominations who desire to become Presbyterian pastors and seek to receive a call in Shenandoah Presbytery, or to work as temporary pastors, according to procedures contained in the policies and procedures of the Committee on Ministry.
  - c. Conduct examinations of other individuals who desire to work as temporary pastors in Shenandoah Presbytery, according to procedures contained in the policies and procedures of the Committee on Ministry.
  - d. Report to Committee on Ministry concerning examinations. If the Committee on Examinations has concern about the candidate, then the candidate will be brought to the Committee on Ministry for additional examination. The final approval of the examination can only be given by the Committee on Ministry.
  - e. Participate in the examination of candidates for ministry convened by the Committee on Preparation for Ministry.

COMMITTEE ON PREPARATION FOR MINISTRY (CPM) - (Numbering to be determined)

Purpose: As a commission of Shenandoah Presbytery, the CPM guides and nurtures people in preparation for ministry, including inquirers and candidates for ordination as ministers of the Word and Sacraments (G-2.06), or certification as commissioned ruling elders (G-2.1002) or Christian educators (G-2.1103). CPM selects readers to evaluate the ordination examinations approved by the General Assembly (G-3.0302b). And with the Committee on Ministry (COM), CPM approves the first calls for and examines candidates for ordination as ministers of the Word and Sacrament (G-2.0702). CPM provides a representative to the Commissioned Ruling Elder Oversight Subcommittee of COM.

2025 NECROLOGY REPORT

Augusta Stone	Boyd Helmick Shirley Moran
Ben Salem	Joyce Imogene Vest Milton "Ted" MacDonald Vest, Jr.
Bethany	Diane Forsythe Grant
Buckton	Gary Eaton Wes Keplinger
Buffalo Gap	Erma Burns
Bunker Hill	Stanley Wilke
Charles Town	John "J. P." Burns Jack Huyett Laurence Lloyd
Clear Brook	Julie Baker
Covenant	Betty Bonham Earl Chittum Lou Dolive Richard Esther Mary Huppuch David Stahl
Elk Branch	Elizabeth "Betty" Snyder Lowe
Franklin	Thomas Reon Kline Mary Lea McCoy
Front Royal	Elisabeth "Betty" Eagleson John Huff
Hebron	Jon Arneson Nancy Cook Rayburn Harris, Sr.
Hedgesville	Nancy Burtt Saville Houck
Hot Springs	Bobby Fry Eleanor "Cookie" Fry
Lexington	Mimi Elrod Tom Goodale
Little Falls	Barbara Arndt Lawrence Moose Massey Bertie Mae Stilwell
Moorefield	Renick Williams
Mossy Creek	Don Evers
Mt. Hope	Hazel Hewitt Morrell
Mt. Horeb	George Bailey June Moore
Mt. Storm	Irene Hawk
Olivet	Charles "Sonny" Masincup Phil Phillips Buck Robinson

Opequon	Curtis John Budny Eleanor "Ellie" Bush Cammer William Glenn Heavner Paula Austin McNichols Lance John Pearce
Oxford	Mildred Hotinger Huffman David Edward Yawars
Petersburg	Darlene Hogbin Pallavicini Mary Franklin Van Meter
Rocky Spring	Thomas Duquette
Romney	Mary Catherine Glenn Pamela Jo Eversole-Kizer
Ruddle	Kathryn Ruddle
Shepherdstown	Nancy Wilson
Slanesville	Ormond Hyers
Staunton First	Dr. James Cooke Stephany Morgan
Staunton Second	Steve Kincheloe
Staunton Third	Johnnie Anderson
Tinkling Spring	Paul Dana Bernice Glenn William McElroy Glenn Siron
Tomahawk	Roland Ganano Ilene Smith Frank Stilwell
Tuscarora	Wally Reynolds
Warrenton	Thomas Linwood May
Waynesboro First	Mitch Lawrence
Westminster	Charles Harold Baker, Jr.
Winchester First	Donna Dick Louise Nelson
Woodstock	Loretta Lantz Margaret Nelson Kevin Quinlan

Teaching Elders:

Howard Boswell, Jr.  
Steve Cathcart

COMMITTEE ON MINISTRY (COM)

I. ACTIONS TAKEN:

- A. Sustained the examination of Retired Teaching Elder Alan Adams and enrolled him as a member of Shenandoah Presbytery effective February 12, 2026.
- B. Sustained the examination of Retired Teaching Elder Susan Ennis and enrolled her as a member of Shenandoah Presbytery effective February 12, 2026.
- C. Dissolved the pastoral relationship between the Staunton Second Church and Teaching Elder Evan Smith effective March 1, 2026, pending congregational approval on February 22.
- D. Sustained the examination of Teaching Elder Evan Smith who has received a call to Winchester First Church.
- E. Approved the following terms of call between Winchester First Church and Teaching Elder Evan Smith beginning March 2, 2026:
- |                          |          |
|--------------------------|----------|
| Annual Cash Salary       | \$38,000 |
| Personally Owned Housing | 70,000   |
| Automobile Expense       | 1,200    |
| Books and Subscriptions  | 500      |
| Continuing Education     | 2,500    |
| Major Medical            | 41,100   |
| Pension and Disability   | 10,800   |
| SECA                     | 8,262    |
- 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
- F. Dissolved the pastoral relationship between the Staunton Third Church and Teaching Elder Jacob Singleton effective February 22, 2026, pending congregational approval on February 15.
- G. Approved transferring Jacob Singleton to Great Atlanta Presbytery upon request.
- H. Dissolved the pastoral relationship between Winchester First and Amanda Thomas effective January 29, 2026. (Congregational meeting held January 11)
- I. Approved the following ministry discernment profiles: Front Royal and Warrenton churches
- J. Approved the Commission to Install Teaching Elder Rebecca Lister at Cooks Creek Church May 31, 3:00 p.m.
- K. Approved the transfer of Teaching Elder Dwight McCormick to the Presbytery of Northern New England effective November 10, 2025.
- L. Renewed the following contracts:
- Bunker Hill & Covenant Pastor Tom Forbes through December 31, 2028
  - Hebron & Temporary Pastor Henry Scoggins through July 31, 2026

- Pines Chapel & Derek Almarode through September 30, 2026
- Slanesville & CRE Michele Elliott through December 31, 2026
- Smyrna & Covenant Pastor Rachel Hamburger through December 31, 2026
- Tinkling Spring & Transitional Pastor Brint Pratt Keyes through January 31, 2027
- Waynesboro First & Covenant Pastor Samantha Coggins through December 31, 2026
- Westminster & Covenant Pastor April Cranford through December 31, 2026

- M. Approved the following new contracts:  
Finley Memorial and Covenant Pastor Tommy Carrico through December 31, 2026
- N. Approved the following compensation review:  
Staunton First & Transitional Pastor Jeff Binder
- O. Excused the following sessions who have requested a waiver for elder rotation in 2026: Buena Vista, Burnt, Elkton and New Providence.

SHENANDOAH PRESBYTERY SALARY POLICY  
FOR INSTALLED POSITIONS AND CERTIFIED CHRISTIAN EDUCATORS

Approved by Presbytery February 11, 2017

Revised by Presbytery August 24, 2019

Revised by Presbytery August 22, 2020

Revised by Presbytery February 25, 2025

Revised by Presbytery February 28, 2026

The purpose of this salary policy is to assist pastor nominating committees (PNC) and sessions in negotiating salaries for contracts and terms of call for both installed pastoral positions and Certified Christian Educators. ~~the Covenant Agreement/Terms of Call between~~ A pastor nominee and the PNC ~~and~~ will complete the pastoral call form in accordance with these minimum compensation standards . Contracts between Certified Christian Educators and the session shall adhere to the same minimum compensation standards. Resources used to prepare this policy includes the *Book of Order, Understanding Effective Salary* (published by Board of Pensions), IRS regulations, and policies established by the Shenandoah Presbytery.

Terms of call are prepared as a part of the pastoral calling agreement with a new pastor and as part of an annual review of the terms of call. A PNC negotiates the Terms of Call with a pastor nominee. Once terms are mutually agreed upon, the pastoral call form is completed and submitted to the Committee on Ministry (COM) for review.

All terms of call between churches and pastors or associate pastors, and contracts or covenant agreements between churches and Certified Christian Educators, in the Shenandoah Presbytery shall include the requirement that the financial terms of call be reviewed annually by the congregation. *“The session shall review annually the minister's terms of call...”* (Book of Order, G-2.0804). The terms of call includes compensation paid to the pastor, reimbursable expenses and allowances necessary to carry out the responsibilities of the position, required benefits, as well as vacation and/or other leave. Contracts or covenant agreements between churches and Certified Christian Educators shall follow the same guidelines for minimum effective salaries. The guidelines will describe each of these categories.

Personal Compensation

The Book of Order provides for the presbytery to have the authority to *“establish minimum compensation standards for pastoral calls”* (G-3.0303c). In accordance with this mandate, and encompassing both Board of Pensions calculations and IRS calculations in relation to clergy compensation, the Shenandoah Presbytery, on February 25, 2025, established new minimum effective salary as follows:

Minimum effective salary	Hours per week
\$52,000	40
\$39,000	30
\$26,000	20
\$13,000	10

Calculations for manse value as well as BOP and IRS allowances to be negotiated in the Terms of Call.

Presbytery recommends that the following factors be considered in determining equitable compensation above the minimum:

- Education
- Experience
- Size of congregation served
- Any special needs and exceptional expenses
- Cost of living in the area

“Effective salary”, as defined by the Board of Pensions, is “Any compensation received during a Plan Year, *including*, but not limited to, any sums paid as a housing (including utilities and furnishings) allowance”. Please refer to the guide *Understanding Effective Salary* <http://www.pensions.org/file/what-we-offer/benefits-guidance/forms-documents/Documents/pln-103.pdf> published by the Board of Pensions for more definitive information.

There are two allowances related to housing which are included as part of effective salary:

- *Use of a manse*: When a manse is provided, a utilities and furnishings and appurtenances allowance (to the extent these are paid for by the teaching elder). IRS regulations should be consulted but, generally speaking, any household expense is considered furnishings and appurtenances with the exceptions of food and maid service. This is part of Board of Pensions total effective salary and part of the teaching elder’s compensation package.
- *Provision for personally-owned housing*: The housing allowance includes either the lesser of the actual cost to maintain a home, including mortgage payments, utilities, and furnishings, and appurtenances, or fair rental value for personally owned housing plus utilities, furnishings, and appurtenances.

As defined by the IRS, a “housing allowance” includes: Rental value of both the house and its furnishings, utilities, annual purchases of furnishing, taxes, interest, etc., virtually every household expense except food and maid service. This regulation applies whether or not a manse is provided. The Pastoral Call Worksheet provides very definitive guidance in determining how the Board of Pensions defines housing allowance to be included in total effective salary. The IRS and Board of Pensions differ in their description of housing allowance. (*Refer to IRS publication 517 for income tax requirements related to housing allowance.*)

**IRS rules do not allow church educators to claim a housing allowance. Total effective salary would include cash salary, deferred income, SECA contributions above 50%, bonuses, all of which shall meet or exceed the minimum established in this policy.**

#### Other compensation

Deferred income: Deferred income includes a Housing Equity Fund when a teaching elder is required to live in a manse. The Board of Pensions defines an equity allowance as "sums paid or contributed by an employing organization to a deferred compensation plan or other account on behalf of a member residing in a manse to compensate for equity which the member forgoes by not owning his or her own residence." The policy of Shenandoah Presbytery is that a minimum contribution of \$100.00 a month invested in a Housing Equity Fund shall be included in terms of call when a pastor is required to live in a manse. An amount at least equal to the minimum shall be paid on a monthly or quarterly basis by the church treasurer to an account selected by the teaching elder, subject to approval by COM as appropriate. The purpose of a Housing Equity Fund is to enable a pastor who lives in a church provided manse to build equity for future personally owned housing. Please refer to the Housing Equity Fund Policy on the Presbytery web site for more definitive information.

<http://shenpres.org/wp-content/uploads/2019/04/Equity-fund-policy.pdf>

- Other compensation which would be included as a part of deferred income may be annuities, retirement savings accounts, and other annual contributions. Contributions qualifying as deferred income and made by the church on behalf of the teaching elder are part of effective salary under Board of Pensions.
- Additional SECA (above the 50% required) (*optional*)

#### Reimbursable Expenses and Allowances

Presbytery requires the inclusion of the following in the pastoral call form:

- When the teaching elder owns and maintains an automobile for the performance of professional duties, the church shall provide as a *minimum allowance* an amount equal to that permitted by IRS. Record keeping on mileage is the joint responsibility of the teaching elder and congregation. The minimum amount for this expense is \$1,200 per year.
- Minimum of \$500 per year for business and professional books, and subscriptions. These funds may be accumulated over a period up to three (3) years with approval of session.
- Minimum of \$500.00 per year for continuing education allowance to provide reimbursement to the teaching elder for costs related to professional seminars, classes, etc. Teaching elders shall be granted two weeks’ continuing education annually, with the provision that the teaching elder, after consultation with and approval by the session, may accumulate this leave for up to six weeks. Continuing education provides an opportunity for renewal and growth spiritually and professionally for the teaching elder.

- To sustain the Shenandoah Presbytery's Sabbatical Leave Policy, the calling congregation is required to set aside a minimum of \$500 per year to fulfill the Session Responsibilities as detailed in 13.3, line one of the policy: "13.3.- Session Responsibilities: To 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."
- Moving expenses for a teaching elder's household and professional items to the field of a new call is the responsibility of the congregation.

#### Required Benefits

Terms of call for installed teaching elders "shall include participation in the benefits plan of the Presbyterian Church (U.S.A.), including both pension and medical coverage, or any successor plan approved by the General Assembly." (Book of Order G-2.0804)

The PC(USA) requires:

- All terms of call include the provision of Major Medical and Group Life Insurance for every installed teaching elder as available through the Board of Pensions.
- Congregations assume cost of participation of the teaching elder in the pension and disability program through the Board of Pensions.

Certified Christian Educators working 20 or more hours per week are eligible to be covered under one of three medical plans administered by the Board of Pensions. Congregations can, and are encouraged to, cover the full cost for member coverage, at a minimum, but are required to pay at least 50% of the cost of member-only coverage in the High Deductible Health Plan. If a Certified Christian Educator opts for other health insurance coverage, churches are encouraged to offset the out-of-pocket cost for coverage. Certified Christian Educators working 20 or more hours per week shall also be enrolled in the Covenant Package of the Board of Pensions, providing coverage for Pension, Death and Disability Insurance, and other benefits.

The Board of Pensions has an established effective salary basis on which all computations for benefits shall be based when the effective salary is below that amount.

Churches shall reimburse teaching elders for 50% of their total SECA liability. Teaching Elders are considered self-employed for social security tax purposes and come under the Self-Employment Contributions Act (SECA). This reimbursement is not part of Board of Pensions total effective salary. When a church wishes to provide an additional amount over the 50% of SECA liability, that amount is included in Board of Pensions total effective salary and is part of the teaching elder's compensation package. Certified Christian Educators are considered employees of the church by the IRS, and all applicable employment taxes shall be paid by the church and shall not be included in the Total Effective Salary.

#### Vacation, Leave & Other

It is important for the teaching elder, Certified Christian Educator, session, and the congregation to recognize and respect the need for the ~~teaching elder~~ church leaders to have time away from the responsibilities of ~~pastoral~~ ministerial service. Family vacations and continuing education opportunities give time for renewal of body, mind, and spirit, as well as reflection and relaxation. Terms of call shall include:

- 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.
- Inclusion of opportunity for sabbatical leave at the end of 6 years of service. An amount shall be budgeted annually to enable the session to offset expenses required to provide alternative leadership during the period of the sabbatical.

Shenandoah Presbytery encourages all teaching elders to schedule one day each week as a day off. Sessions and congregations are strongly encouraged to assist the teaching elder in observing this set aside time on a regular basis.

#### Total Disability or Death

The policy of Shenandoah Presbytery in the case of total disability or death of a teaching elder while serving as an installed pastor stipulates that the congregation continue the salary for a period of three months, and either occupation of the manse or other suitable housing rent free for a period of six months, or a continuation of the housing allowance for six months for personally owned housing. Similar provisions shall be made for Certified Christian Educators.

#### Distribution of Pastoral Call Form

- Copy of the form completed by PNC, and agreed to by teaching elder, submitted to COM prior to Exam ( No information on terms of call are shared with session at this stage unless the negotiated effective salary is over and above the maximum effective salary listed on the MIF.)
- After exam and approval by COM, the terms of call are shared with the congregation and session at the congregational meeting called to present information on the candidate, and to vote to approve the PNC recommendation.
- Following the congregational meeting, the pastoral call form is signed by the moderator of the congregational meeting, as shown on the form, and the original submitted to COM; a copy becomes a part of the official minutes of the meeting; and a copy may be sent to the candidate.

## COMMITTEE ON EDUCATIONAL RESOURCES (CER)

**Class of 2026:** Dr. Joseph Crockett, Rebekah Witt, Rev. Rachel Watson (moderator)

**Class of 2027:** Rev. Keith Phillips, Denise Rouse, Sheila Palmer

**Class of 2028:** Dr. Mark Johnson, Suzan Hamill, Colleen Stearns

*Ex Officio* Member: Rev. Dr. 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.

### **For CPC's Records**

CER meets monthly to continue the work of the Presbytery through our commitment to providing for Christian education and resources for Christian formation and congregational leadership development. CER did not formally meet in December.

### **Completed Work**

The committee reviewed the calendar for the coming year, noting workshops to be offered by the Presbyterian Foundation and possible webinars/Zoom gatherings provided by the CER. The committee also reviewed the upcoming plans for education hours at the four Presbytery meetings, including topics to be explored and collaborations with other Presbytery committees, including the CCVT.

The Youth Leaders Network, a subcommittee/task force of the CER (chaired by Rebekah Witt), is beginning to explore the possibilities of a Presbytery-wide group of youth attending Triennium in July 2028. Working well in advance will give time to collect all the pertinent information, educate the Presbytery on the value of Triennium, and allow for collaboration across nearby presbyteries.

## COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION (CCVT)

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

Since the November 2025 Presbytery meeting, the CCVT has met twice (1/5/26 and 2/1/26). Consistent with the revised Committee description and responsibilities, as approved by the Presbytery in November, the committee has continued its work to support churches in the following ways:

- Refining a **list of resources** for churches seeking creative and faithful approaches to bring renewed vitality to their churches and ministries, while maximizing both their financial security and their impact.
  - Click here to access the resource list, along with conversation starters shared earlier: <https://shenpres.org/committees/committee-on-church-vitality-and-transformation-ccvt/>
- Creating a **new grant process** to steward the funds of Presbytery’s Dudley Trust, which was established “for the support and maintenance of small and needy churches.” We are excited to present this opportunity to churches as of this meeting.
  - The application form and grant parameters are available here: <https://shenpres.org/scholarship-grants/> (You will need to scroll down the page until you come to Committee on Congregational Vitality and Transformation.)
- Providing **access to Presbyterian Outlook resources**, thanks to Rev. Teri Ott, Editor/Publisher of the *Presbyterian Outlook*, and member of the CCVT:
  - Download the January 2026 issue that was devoted to Vitality: <https://shenpres.org/wp-content/uploads/sites/81/2026/02/Outlook-Jan-2026.pdf>
  - Current non-subscribers to *Presbyterian Outlook* are invited to consider subscribing to this publication with a first-time subscriber rate, a discount of 86% for the first year – exclusively for ShenPres member churches!: Click here for more info: <https://subscribe.pres-outlook.org/PBO/?f=intro0995NEW&s=I26SHENPBY> Additional help from the presbytery may be available to help with cost for one year.
- Working to offer an educational event for the Presbytery in 2026 that will focus on questions of Vitality and Transformation.
- Being attentive to ways that churches in our Presbytery are already finding new ways to minister within their community, in order to inspire other churches to consider right-sized opportunities that might help them find new vitality and engagement in Christ’s name.

The Committee has changed its meeting to the first Wednesday of every month at 11 am.

Please feel free to be in touch with the Committee if you have any questions.

Rev. Jaci Smith Patman, chair -- [jsmithpatman.presby@gmail.com](mailto:jsmithpatman.presby@gmail.com)

COMMITTEE ON PREPARATION FOR MINISTRY (CPM)

Co-Chairs, Pastors Brittney Lane and Tom Forbes + shenprescpm@gmail.com

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

As of Jan. 14, 2026, Shenandoah Presbytery’s CPM has 3 souls under care.

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

**Deborah A. Romano – Candidate**

Shepherdstown PC  
Pittsburgh Theological Seminary

**Ell Katt Miller (they/them) - Inquirer**

First Winchester PC  
Undergraduate SNHU (expected graduation Summer 2026)

**Sandra Hayslette - Inquirer**

Lexington PC  
Union Presbyterian Seminary—Charlotte

+ CPM is welcoming the Class of 2028 Erin Skinner, Samantha Coggins, and Mary Dugan. And thank David Howard and Kathy Shue for their service.

CPM is implementing new data security and other policies, processes, and procedures to continue to provide excellent service to those under our care, their home churches, and the churches and other organizations who will benefit from those we prepare for ministry.

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

CPM is working with COM to document the policy and procedures for joint commissions for examination for ordination and joint commissions for the service of ordination.

Kim Shank withdrew from preparation for ministry.

We have welcomed Ell Miller as a new inquirer.

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

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

Shenandoah Presbytery is asked to provide four readers total (2TE, 2RE) for reading ordination exams. Reading week for the Spring exams is May 5-9, 2026, and the reporting deadline is March 31, 2026. Please contact John Bethard (TE Charles Town PC, [jbethard@ctpres.org](mailto:jbethard@ctpres.org)) if you are interested.

**+Currently serving on CPM:**

**Class of 2026—Harriet Thompson, Tom Forbes, Brittney Lane**  
**Class of 2027—John Bethard, Mary Lou McMillin, Daniel Ott**  
**Class of 2028—Erin Skinner, Samantha Coggins, Mary Dugan**

**+CPM currently has no vacancies! Contact the Nominating Committee if you or someone you know might be interested in joining our team in the future.**

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

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

## FOR INFORMATION ONLY REPORTS

### 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), Jim Carpenter, Gwen Carr, Frances Craig, Karen Greenawalt, Sara Holben, Ellen Miller, Robin Owens, Amanda Maquire Thomas, Lee Thomas, Nancy Meehan Yao (ex officio).

Planning has begun for two major mission trips this year. Summerlee Mission is led by a collective of PC(USA) churches in the Shenandoah Presbytery and celebrates its 40th anniversary this year. Mark your calendars to serve in West Virginia, July 12–17, 2026. More details will be shared in April 2026, at which time we will invite participants to begin the registration process. Lewis Christian Community Center asks that all registration information be submitted by June 1, 2026. For questions, please contact John and Brenda Bosserman of Mt. Horeb Presbyterian Church. Learn more at: <https://summerleemission.weebly.com>  
Westminster hosted a 2026

Baja Mission is a mission of the Shenandoah Presbytery and celebrates its 25th anniversary this year. Serve with us this summer in Baja Mexico, July 12–18, 2026. Find more details at [shenpres.org/baja](http://shenpres.org/baja), including sign-up forms due by April 1 and what to expect for your weeklong mission experience in Mexico. If you have questions, please contact Keith Folsom or Rev. April H. Cranford at [bajaleadershipteam@gmail.com](mailto:bajaleadershipteam@gmail.com). Our next planning meeting is scheduled for February 22, 2026.

### Committee on New Congregational Development (CNCD)

CNCD for 2026: Gary Cecil, chair; Chris Hamilton, Treasurer; Rick Hill, CC Liaison; Rachel Hamburg, Secretary; Nancy Meehan Yao, Assoc. General Presbytery

The CNCD has been receiving regular updates from Community Cup and the Program Director, Paul Crumley. Community Cup (CC) is currently in the process of developing committees to direct their ministry efforts; outreach into the community is strong, with about 35 attending evening prayer and devotion and interacting with the ministry. A recent health inspection went well. CC is also applying with United Way for help with fundraising. At the recent Covenant Renewal Meeting in October, CNCD authorized sending CC \$5,000 for Professional Allowance, and \$61,500 for salary/travel/coaching, from funds available for these purposes. It was decided to release the funds in quarterly installments. \$30,000 is also to be given to CC from 1001 New Worshipping Communities funds.

CNCD has been reviewing the resource: Starting New Worshipping Communities: A Process of Discernment.

Gary Cecil encouraged the CNCD to review G-3.0301b as it relates to our work.

Planning for 2026-27 is upcoming, with our next meeting scheduled for January 29, 2026.

A very heartfelt Thank You to Kevin Hay for his years of dedicated leadership. He will be missed.

### Coordinating and Planning Commission (CPC)

#### I. FOR INFORMATION:

- A. The CPC met via Zoom on January 27 and received updates from all committees.
- B. The CPC will meet in-person on March 24 for strategic planning.

#### II. ACTIONS TAKEN:

- A. Approved recommending Presbytery Manual revisions for the Committee on Ministry and the Committee on Preparation for Ministry to the February 28 Presbytery Meeting. (See Stated Clerk report)
- B. Approved designating the offering taken at the February 28, Presbytery Meeting to Open Doors of Harrisonburg, Virginia.

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