

**Minutes of the
152nd Stated Session**

**of the
PRESBYTERY OF SHENANDOAH**

November 8, 2011

**Opequon Presbyterian Church
Winchester, Virginia**

NEXT STATED SESSIONS

**Saturday, February 11, 2012
Mt. Olive Presbyterian Church
Hinton, Virginia**

**Tuesday, May 8, 2012
Lexington Presbyterian Church
Lexington, Virginia**

SHENANDOAH PRESBYTERY IS A COVENANT BODY WHERE:

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

**SHENANDOAH PRESBYTERY
DIRECTORY**

Rev. Jonathan BunkerModerator 2011
pastor-bpresbch@verizon.net
Ruling Elder Paul Dana..... Vice-Moderator 2011
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SHENANDOAH PRESBYTERY CORPORATION
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Current Officers

Don Myers, President
David Witt, Vice President
Garrett Long, Vice President
Philip H. Miller, Secretary
B. Randolph Roller, Treasurer

Advisory Members

Brown, Edwards & Company, LLP

CAMP PADDY RUN
Address: 221 Camp Lane, Star Tannery, VA 22654; Telephone: 540-436-3665

CANDIDATES FOR MINISTRY OF THE WORD AND SACRAMENT

Marie Mainard O'Connell	Home Church – Covenant 638 W. Frederick St., Apt 2 Staunton, VA 24401
Helen “Punker” Robertson	Home Church – Goshen 471 Sunnybrook Rd. Fairfield, VA 24435
Shawn Hevener	Home Church – Tinkling Spring 1509 Ridgeway Dr Staunton VA 24401
Rebecca Siddle	Home Church – Waynesboro First 649 Chestnut Ave. Waynesboro, VA 22980
J. Walter Canter	Home Church – Cooks Creek 1490 Bluewater Rd. Harrisonburg VA 22801

INQUIRERS FOR MINISTRY OF THE WORD AND SACRAMENT

John Craft	Home Church – Tinkling Spring
Emily Peterson	Home Church - Covenant

GOVERNING BODIES

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**PRESBYTERY OF SHENANDOAH
MINUTES OF THE 152nd STATED MEETING
OPEQUON PRESBYTERIAN CHURCH
WINCHESTER, VIRGINIA
NOVEMBER 8, 2011**

The 152nd Stated Meeting of the Presbytery of Shenandoah was held at Opequon Presbyterian Church, in Winchester, Virginia, at 9:30 a.m. on Tuesday, November 8, 2011. The Moderator, Rev. Jonathan Bunker, called the meeting to order with prayer.

WORSHIP

Worship was planned and arranged by the Mountain Valley Mission Community, members of which led the service of worship. The sermon was preached by the Rev. Tariku Tollossa, President of the Illubabor Bethel Synod. The worship included the commissioning of the General Presbyter Search Committee.

QUORUM AND ENROLLMENT

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

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

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

P	Allen, Donald R., Jr.	HR		
P	Arnold, Timothy	P	Sherando	Barbara Stickley
A	Barner, Ann Elizabeth	HR		
A	Barner, Fred Thomas	HR		
E	Baxter, John A.	HR		
P	Bethard, John T.	P	Charles Town	Absent
A	Biggs, Thomas T.	HR		
E	Boyer, Grace Jones	HR		
A	Brandon, Joseph C.	HR		
E	Bridgman, Larry Ann C.	HR		
E	Bridgman, Stewart G.	HR		
A	Bromhead, Jonathan	ML		
P	Brownlee, J. Malcolm	HR		
A	Bucy, Ralph D.	HR		
P	Bunker, Jonathan W.	P	Berryville	Jim Green
E	Burton, Rufus T., III	P	Martinsburg First	Lewis Rinker
E	Caldwell, Clifford D.	HR		
A	Cardot, Guy Richard	P	Petersburg	Jane Bensenhaver
E	Carlsson, Charles M., Jr.	HR		
A	Carr, Phillips L.	HR		
P	Chapman, George W.	P	Buena Vista	Absent
E	Coffman, Donna B.	ML		
E	Cole, William A., Jr.	HR		
P	Coleman, Glenn M.	P	Hot Springs	Absent
P	Conrad, Scott A.	P	Glen Kirk	Naomi Moran
A	Coppedge, Gary L.	ML		
P	Corder, William "Lee"	ML		
P	Cornfield, Keith A.	P	New Providence	Betsy Reid
A	Cornish, Homer T.	HR		
P	Cox, C. William	HR		

P	Cranford, April H.	Assoc	Tinkling Spring	
E	Crumley, Rachel	Assoc	Front Royal	
E	Cushman, James E.	HR		
P	Cushwa, John W.	P	Falling Waters	Ernest Weidman
E	Davis, Curry W.	HR		
P	Dax, Betty G.	IP	Broadway	
P	Dent, William H., Jr.	HR		
E	DeSarro-Raynal, Clark	ML		
E	DeSarro-Raynal, Donna	ML		
P	Dietrich, Richard S.	P	Staunton First	Absent
E	Dobyns, Sharyl A.	ML		
P	Donohoe, Patricia A.	HR		
A	Douty, Horace D.	HR/IP	Oxford	
E	Earl, John B., Sr.	HR		
P	Evans, Caroline B.	Assoc	Warrenton	
P	Evans, George W.	P	Cooks Creek	Nancy Myers
P	Everhart, William G.	Supply	Bunker Hill	
P	Farthing, Stanley H.	Supply	Zetta	
E	Field, Robert F.	HR		
E	Fisher, Merle L., Jr.	HR		
E	Fisher, Otis L.	HR		
E	Forbes, Richard A., Jr.	HR		
P	Foster, M. Kerry	P	Bridgewater	Jim Enterline
E	Franklin, John S.	HR		
E	Garrison, John D.	HR		
E	Garriss, K. Braxton	HR		
E	Goodman, William R., Jr.	HR		
A	Goshorn, Robert D.	HR		
E	Guthrie, James E.	HR		
P	Hahn-Campanella Kitty	Supply	Highland-Memorial	
P	Hand, Kevin L.	P	Franklin Ruddle Upper Tract	Kimberly Kline Absent Absent
E	Haney, John H.	P	Goshen Millboro Rocky Spring	Excused Excused S. A. Lockridge
E	Haney, M. Olivia Kincaid	ML		
P	Harmon, Melissa L.	P	Beulah Monterey Pisgah	Donna Hooke Absent Absent
E	Harrison, L. Randolph	HR		
P	Hastings, John R. "Skip"	P	Collierstown	Absent
E	Hay, Thomas D.	Adm		
E	Hayter, J. T., Jr.	HR		
P	Held, Ann Reed	P	Trinity	Judith LePera
E	Hellmuth, Barton L.	HR		
A	Hendy, Susanna	ML		
P	Heyward, William B., Jr.	P	Smyrna	Millie Hiner
E	Hill, Robert S., Jr.	HR		
P	Hill, Sarah L.	ML		
P	Holbrook, Fred A.	Adm		
P	Holden, Thomas J., III	HR		
P	Holman, Glen A.	P	Waynesboro First	Randall R.
P	Hopkins, E. Reed	P	Loch Willow	Absent
P	Howard, Carl D.	SS	Hedgesville & Little Falls	
P	Howard, David D.	P	Strasburg	Absent
A	Hunt, Patricia	ML		
P	Hunter, Tully J.	P	Tinkling Spring	Charles Cook Lyle Moffett
E	Inglis, J. Leslie	HR		
E	Jackson, James R.	HR		

E	Jackson, Katherine C.	P	Moorefield	Excused
P	Jaureguizar, Marcia W.	ML		
E	Johns, Harry E.	IP	Olivet	
P	Johnson, Barbara R.	P	Romney	Linda Shriver
E	Jones, Donald D. M.	HR		
E	Kennedy, J. Whitner	HR		
P	Key, Kyle W.	Assoc	Harrisonburg First	
E	Klein, Deborah H.	ML		
E	Klein, William M.	P	Lexington	Mary Ward Absent Absent
P	Lanaghan, Patrick R.	P	Burnt	
E	Langdon, J. Bradford	ML		
A	LaPrade, Lester N., Jr.	HR		
P	LaRue, H. Donald	P	Finley Memorial	Jenny Coyner
P	Leggett, John P.	P	Massanutten	David R.
P	Lewis, Elizabeth	Chap	Westminster-Canterbury	
E	Lewis, Herbert T.	HR		
E	Lindsey, James E., Jr.	HR		
P	Long, Karen J.	IP	Keyser	
E	Lowe, Emory G.	HR		
E	Macbeth, Bruce A.	HR		
A	McClintock, Lynn	ML		
P	McCoig, Dan M., Jr.	Assoc	Winchester First	
P	McCrary, Elizabeth L.	P	Augusta Stone	Absent
P	McDermott, F. Lee	ML		
E	McDonald, Carlyle A.	HR		
P	McDonald, John L.	P	Waynesboro Second	Mary Strickler
P	McFarlin, Charles A.	P	Spring Hill	Judy Harman
A	McLean, Karen E.	ML		
E	Miles, Larry C.	HR/SS	Shenandoah Parish	
A	Moore, G. Carl	P	Fairfield Timber Ridge	Absent Absent
E	Moore, William L.	OM		
E	Muncy, Robert L.	HR		
E	Neel, Donald E.	HR		
P	Newman, Howard A.	P	Mt. Horeb	Michael Bryant
A	Nickels, George E.	HR		
E	Norville, Charles K.	HR		
E	O'Gorek, Paul A.	Chaplain	Sunnyside Community	
P	Osborne, Robert S.	P	Berkeley Springs	Adrienne North
P	Owen, Jan G.	ML		
E	Painter, William L., Jr.	HR		
A	Pancake, Joseph S.	HR		
E	Perkins, P. Parker, Jr.	HR		
E	Peterson, John C.	P	Covenant	Joan Sayers John Sayers
E	Pettit, Ann R.	Supply	Massanutten	
P	Pettit, Patrick S.	P	Mossy Creek	Pat Campbell
A	Poland, Ernest L. Jr.	ML		
A	Pollock, Richard	Adm		
P	Potter, Ronald R.	P	Sunnyside	Mary J.
E	Price, Norman G.	HR		
P	Pyles, Elizabeth	P	McDowell	Sarah Samples
P	Reed, Charles K.	P	Warm Springs	Absent
P	Reifsnnyder, Richard W.	P	Winchester First	Valera Belcher Susan Kagey Absent
E	Reller, Charles K.	HR		
E	Rhyne, C. Thomas	P	Front Royal	Sandra Lehr
A	Robinson, John A., Jr.	Adm		
P	Robinson, Sally O.	IP	Parish of Valleys	

P	Ross, Anne M.	P	Elkton	Richard Wurst
P	Schmahl, Carl	P	Warrenton	Absent
				Absent
E	Sefcik, Joseph T.	HR		
A	Sherman, H. Wray	P	Hermitage	Absent
A	Sherrard, Robert L.	P	Windy Cove	Absent
P	Sieck, Philip L.	ML		
P	Slider, C. Richard II	HR		
P	Sloop, John F.	P	Harrisonburg First	Donald Hylton
				Absent
				Absent
E	Snelson, Andrew L.	HR		
P	Sommer, Philip W.	HR		
P	Sonstegard-Spray, Maren	Assoc	Winchester First	
E	Stanley, Arthur L.	HR		
E	Stephens, Millard M.	HR		
P	Stokes, Martin L.	P	New Monmouth	Absent
P	Summers-Minette, Amy	Assoc	Covenant	
A	Swezey, Charles M.	HR		
E	Symons, Charles D., Jr.	HR		
E	Thornton, Joel P.	P	Bethel	Excused
P	Tremba, Randall W.	P	Shepherdstown	Absent
P	Tutterow, Christina B.	P	Bethesda	Karin Cron
P	Unger, Philip E.	ML		
E	Vernon, Joseph H. J.	HR		
A	von Oeyen, Jr., Robert	HR		
E	Watkins, John M.	HR		
P	Webb, Lisa M.	P	Woodstock	Ann Grisdale
P	Webb, Randall E.	Supply	Nineveh	
P	Whiteley, Nancy S.	HR		
E	Wilkens, Jack B.	P	Staunton Third	Excused
E	Wilkinson, Donald S.	HR		
P	Williams, Daniel S.	P	Staunton Second	Bob Ridle
P	Wilson, Joan M.	Supply	Mt. Storm	
E	Wilson, Stanton R.	HR		
P	Witt, David R.	P	Opequon	Tim Heishman
E	Woodworth, Robert B.	HR		
P	Wyche, Frank	P	Hebron	Martha Sieck
E	Young, Betty Jean	HR		
E	Young, Philip H.	HR		
A	Young, Richard O., Sr.	HR		

CHURCHES WITHOUT INSTALLED PASTORS

Ben Salem	Absent
Bethany	Absent
Bloomery	Absent
Broadway	Absent
Buckton	Greg Stiles
Buffalo Gap	Absent
Bunker Hill	Janice Nolan
Burlington	John Huffman
Cedar Creek	Virginia Gruver
Circleville	Absent
Clearbrook	Geraldine Cline
Craigsville	Absent
Elk Branch	Absent
Gerrardstown	Harriet Kopp
Halltown	Absent
Hedgesville	Absent
Highland Memorial	Absent

Immanuel	Absent
Ivanhoe	Absent
Kearneysville	Absent
Keyser	Janice Clem
Little Falls	Lawrence Massie
McCutchen	Absent
Middletown	Absent
Mount Carmel	Linda Koogler
Mount Hope	Pauline Sydnor
Mount Joy	Absent
Mount Olive	Absent
Mount Storm	Absent
Nineveh	Sandra Ey
Olivet	Absent
Oxford	Clinton Anderson
Piedmont	Kermit Becker
Pines Chapel	Absent
Round Hill	Patricia Smith
Second Opequon	Polly Nail
Seneca Rocks	Absent
Slanesville	Suzanne Riley
Springfield	Gerald Wagoner
Tabler	Henry Hogmire
Tomahawk	David Parrill
Tuscarora	Karen Thatcher
Union	Absent
Wardensville	Absent
Westminster	Kathryn B.
Williamsville	Absent
Zetta	Excused

VOTING ELDERS:

Commissioned Lay Pastors

P Bill Barnett	P James Boyette	P Michele Elliott
P Tom Forbes	P Judy Hensley	A Isca Mitchell
A William Moore	A Alan Morrison	P Linda Reece
P Alvin Russell	A Bobby Spurgeon	E Ron Wilkes
A Paul Wolverton		

Voting Elders of Presbytery Staff or Presbytery Council:

P Dot Bowers, Council	P Doug Sensabaugh, Staff Ruling Elder
P Sandi Ey, Council (also Nineveh rep)	P Heather Carter, Staff Ruling Elder
P Paul Dana, 2011 Vice-Moderator of Pby	P Sally Hinchman, Interim Presbyter
P Karen Thatcher, Council, (also Tuscarora rep)	P Lisa Hedrick, Staff Ruling Elder
E Richard Johnson, Council	P Lucille Gohdes, Staff Ruling Elder
A Phil Zirkle, Council	

NON-VOTING VISITORS:

Shenandoah Presbytery Corporation

Don Myers	Phil Miller	Randy Roller
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Visiting Ministers

David McKee, Synod Executive	David Duckworth
Tariku Tollossa, President of IBS	

JIMMA Visitors

Kes Mulugeta Sebesibe Weldemariam
Ato Solomon Shiferaw Arega

Kes Sime Befikadu Belata
Ato Sisay Tesfaye Kebede

Presbytery Staff

Kim Stroupe

Visitors

Judy Adams
Pat Burslem
Mary Lou Cox
Ethel Hornbeck
Trish McFarlin
Hugh Robertshaw
Jean Steidel

Debi Barnett
Colleen Cash
Emerson Deitz
Charlotte Hott
Edith McIntire
Denise Rouse
Travis Wirt

Frances Becker
Donne Cook
Nellie Flanagan
Barbara Ann Jenkins
Ken McNulty
Ray Snyder
Edna Wood

Voting Teaching Elders = 77 Voting Ruling Elders = 75 Other = 32 TOTAL = 184

WELCOME AND ANNOUNCEMENTS

The Moderator welcomed all visitors and elder commissioners were recognized for this being their first Presbytery meeting. Welcomed four Ethiopians from the Jimma Church in the IBS who are in a partnership with the Harrisonburg First Church. The Rev. David Witt, pastor of Opequon Church, welcomed the commissioners and gave a brief history of the Church celebrating its 275th anniversary. The Presbytery Office Staff gave brief verbal reports and the Rev. David McKee, Synod Executive, was seated as a corresponding member.

APPOINTMENTS

The Moderator appointed the following: Assistant Clerks: Rev. Patrick Lanaghan, Rev. Joan Wilson, and Ruling Elder Susan Kagey of Winchester First Church. Parliamentarian – Rev. Fred A. Holbrook

MINUTES OF AUGUST 27, 2011

The Body approved the minutes of the stated session held August 27, 2011, as distributed.

DOCKET

The docket was adopted as presented. See page 114

COMMUNICATIONS AND REPORT OF STATED CLERK

Ruling Elder Sally Hinchman, Interim Stated Clerk, gave the following report, *which was approved*:

I. FOR INFORMATION:

- A. Administrative Commission for Poplar Hill Church
Initiated by presbytery action: July 22, 2006, *“to consult with the members of the Poplar Hill Presbyterian Church and to dissolve the church in response to a request from a congregational meeting on July 9, 2006.”*
Recent actions: The Administrative Commission has transferred the title and deed of the church property to the New Beginnings Church.
- B. Synod of Mid Atlantic Review of Presbytery Minutes: the stated clerks from the presbyteries in the synod reviewed each other’s minutes. The minutes of the Presbytery of Shenandoah were approved with no exceptions.
- C. The Stone’s Chapel First Annual Homecoming was held on Saturday, October 15, 2011. The presbytery is in process of transferring the title and deed to the Stone’s Chapel Memorial Association.

II. RECOMMENDATION:

That Presbytery receive the following minutes:

- A. Commission to Ordain and Install Patrick R. Lanaghan as found on page 115
- B. Commission to Ordain Joan M. Wilson as found on pages 115-116
- C. Commission to Install Tully J. Hunter as found on page 116

OMNIBUS MOTION

The Moderator moved the following omnibus motion, *which was approved*:

From the Stated Clerk:

- A. Excuse from attendance of all or part of this stated meeting those ministers who submit such a request.
- B. Receive and enter into the record the auditor's report ending December 31, 2010, as found on pages 117-122.
- C. To dismiss with thanks Tom Rhyne, Richard Creasy and Jana Howard who served on the task force for the disposal of the Stone's Chapel Church.
- D. To dismiss with thanks the Administrative Commission for Round Hill Presbyterian Church.

GREETINGS FROM IBS

Kes Tariku Tollossa, President of the Illubabor Bethel Synod, brought greetings from Ethiopia which included a carved wooden plaque.

GRACIOUS SEPARATION POLICY PRESENTATION

Rev. Dan Williams, Presbytery Council Chair; and Ruling Elder Paul Dana, member of the Policy Task Force, led the Body through the proposed policy as found on pages 123-128. After much discussion, a motion was made, seconded and approved to have a called meeting of Presbytery in 2012, after Easter, to bring the policy to the Body for a vote.

PROFESSIONAL DEVELOPMENT

Rev. Maren Sonstegard-Spray, Chair, circulated a survey inquiring of the interest in upcoming seminars in the Presbytery.

COMMITTEE ON MINISTRY

Rev. Richard W. Reifsnnyder, Chair, gave the report for the Committee, *which was approved as follows*:

I. FOR INFORMATION:

Received written reports from visits to Hot Springs and Staunton Second churches.

II. ACTIONS TAKEN:

- A. Approved the supply contract between Nineveh Church and the Rev. Randy Webb September 1-December 31, 2011.
- B. Renewed the Commissioned Ruling Elder contract between Pines Chapel and Isca Mitchell September 1, 2011-September 1, 2012.
- C. The following titles and descriptions were approved:

Interim Pastor: When a church is searching for an installed pastor. Contract is for one year and renewable.

Supply Pastor: When a church is not searching for an installed pastor. Contract is for one year and renewable. May be part-time or full-time.

Temporary Supply Pastor: When a pastor is providing occasional pastoral service. Examples: during a sabbatical or when a teaching elder is unable to perform their pastoral duties such as a medical leave of absence or maternity leave. Contract usually less than one year.

- D. Dissolved the pastoral relationship between Harrisonburg First and Jonathan Bromhead effective July 31, 2011, and moved Jonathan to at-large status.
- E. Recognized that Harrisonburg First Church will no longer be seeking an installed pastoral relationship in the position of Associate Pastor for Youth and College
- F. Approved using the language from the former *Book of Order* (G-14.0520) in determining how and when an installed pastor may be called to a designated term.

A designated pastoral relationship, full or part-time, is a call to a minister of the Word and Sacrament established by the presbytery for a term of not less than two nor more than four years. The congregation and the minister must both have agreed to be considered for a designated relationship. The congregation's pastoral nominating committee shall nominate to the congregation for its consideration and vote, only from among those ministers designated to it by the presbytery's committee on ministry. The minister is installed by the presbytery and is a member of the session.
- G. Approved the interim contract between the Keyser Session and the Rev. Karen J. Long from October 9, 2011 to October 8, 2012.
- H. Approved renewing the stated supply contract between the Bunker Hill Session and the Rev. William G. Everhart from April 1, 2011 to March 31, 2012.
- I. Approved renewing the CRE contract between the Buckton Session and Mr. James Boyette from January 1, 2012 to December 31, 2012.
- J. Approved renewing the CRE contract between the Tabler Session and Mr. William D. Moore from January 1, 2012 to December 31, 2012.
- K. Approved the interim contract between the Westminster Session and the Rev. Carol Seaman from November 9, 2011 to November 8, 2012.
- L. Gave permission to Olivet Church to form a pastor nominating committee.

III. RECOMMENDATIONS:

- A. The COM is recommending a change in the Manual 4.3.3.5 D. whereby the responsibilities of the Salary Committee will now become the duties of the Pastoral Care and Wellness subcommittee. The Salary Committee would be dissolved and that section of the manual deleted. Appropriate amending of the Pastoral Care and Wellness subcommittee responsibilities would incorporate the work of the Salary Committee.
- B. After reviewing proposed changes/updates to the Lay Pastor Policy, the COM is recommending the Presbytery approved the revised policy as found on pages 129-131
- C. Concerning the Rev. Karen J. Long:
 - 1. Sustain the examination of Ms. Long following the statement of her Christian experience and an opportunity for questions from the floor. (See pages 132-133)
 - 2. Enroll her as a member of Presbytery (transferring from the Presbytery of Eastern Virginia) to be the interim pastor of Keyser Church following the examination and the signing of the Book of Obligations.

- D. Recommend the status of honorably retired be granted to the Rev. Jan G. Owen, effective October 1, 2011.
- E. Recommend the status of honorably retired be granted to the Rev. Philip L. Sieck, effective November 8, 2011.

RULING ELDERS COMMISSIONED

Presbytery approved the re-commissioning of the following ruling elders for service in the specified field and the Moderator of the Presbytery commissioned them for service:

- 1. Concerning Michele Elliott:
 - a. Ms. Elliott be commissioned as ruling elder of the Slanesville Church through December 31, 2014.
 - b. That Ron Potter continue as mentor to Ms. Elliott.
 - c. That Ms. Elliott be authorized to perform the functions of the Book of Order 2.1001 at the Slanesville Church.
- 2. Concerning Linda Reece:
 - a. Ms. Reece be commissioned as ruling elder of the Burlington and Springfield churches through December 31, 2014.
 - b. That Barb Johnson continue as mentor to Ms. Reece.
 - c. That Ms. Reece be authorized to perform the functions of the Book of Order 2.1001 at the Burlington and Springfield churches.
- 3. Concerning James Boyette:
 - a. Mr. Boyette be commissioned as ruling elder of the Buckton Church through December 31, 2014.
 - b. That David Howard continue as mentor to Mr. Boyette.
 - c. That Mr. Boyette be authorized to perform the functions of the Book of Order 2.1001 at the Buckton Church.

HONORING THE REVEREND JAN G. OWEN

The Rev. Jan Owen was recognized upon his retirement on October 1, 2011. Ruling Elders Emerson Deitz and Mary Lou Cox voiced their appreciation of Jan and his years of service to the Presbytery.

HONORING THE REVEREND PHILIP L. SIECK

The Rev. Philip Sieck was recognized upon his retirement on November 8, 2011. The Rev. Thomas Holden voiced his appreciation of Philip and his years of service to the Presbytery.

MOFFETT FOR MISSION

Ruling Elder Carole Witt and Rebecca Witt reported on their mission trip to Appalachia. Grant money from the Moffett Fund helped make this trip possible.

GENERAL PRESBYTER SEARCH COMMITTEE

The Rev. Lisa Webb reported that the Search Committee is working on the church information form and has requested each congregation to lift the committee up in prayer.

OFFICE AND PERSONNEL COMMITTEE

The Rev. Skip Hastings directed the Body's attention to the written position descriptions for part-time interim general presbyter and part-time treasurer, as found on page 134.

The Committee honored Treasurer Lucille Gohdes and Interim General Presbyter/Stated Clerk Sally Hinchman with flowers and certificates.

RECESS

The Body adjourned at 12:25 to the fellowship hall to enjoy a wonderful meal prepared by Opequon. The Body reconvened at 1:25

INTERCESSORY PRAYERS

Rev. Elizabeth Lewis led the body in prayer remembering the many persons and causes that members of Shenandoah Presbytery had called to our attention in written concerns during the morning.

SHENANDOAH PRESBYTERY CORPORATION

President Don Myers and Treasurer Randy Roller presented the report for the Corporation.

The Corporation's fiscal year is from July 1st to June 30th. All income from interest and dividends will be available for use/distribution at the end of the current calendar year pursuant to directions on file. Funds will be available only on a quarterly basis and must be requested in writing prior to the end of each quarter. This is necessitated because the funds invested with the Corporation are long-term investment funds and not available on a demand basis. All funds are invested in the same manner as a mutual fund and a valuation of all investments will be made at the end of each quarter to determine the value of principal and income for each fund held by the Corporation.

Total assets of the Corporation on June 30, 2011, totaled \$8,223,454 up from \$7,344,881 on June 30, 2010. \$790,006 is in non-income producing real estate. For fiscal 2010-2011 income on investments (interest and dividends) totaled \$208,377 compared to \$209,028 in the last fiscal year.

Members approved for the Class of 2014 are: Lowell Lemons, Richard Kauffman, Garland Dever, Donald Myers, and Dennis Snyder.

See page 135 for full written report

ADMINISTRATIVE COMMISSION TO ROUND HILL CHURCH

Rev. Phil Sommer gave a report for the Commission referring to the written report found on page 136. The following were approved:

1. The Presbytery of Shenandoah approve the dissolution of the Round Hill Presbyterian Church, Winchester, Virginia effective November 8, 2011; and affirm that it will become a Chapel of Second Opequon Presbyterian Church, Winchester, Virginia.
2. That all records of the Round Hill Presbyterian Church will become the property of Second Opequon Presbyterian Church.
3. That the membership rolls of Round Hill Presbyterian Church shall be transferred to Second Opequon Church.
4. That all real and personal property, financial records, equipment and insurance shall be transferred to Second Opequon Presbyterian Church and arrange for transfer of title to Second Opequon Presbyterian Church of all accounts and real property.
5. To assert claim of the Second Opequon Presbyterian Church to any property of the Round Hill Presbyterian Church not known at this time or property which may come to the Round Hill Presbyterian Church as beneficiary of a will or trust not known at this time.
6. That on November 27, 2011, 3:00pm, the Administrative Commission shall lead the congregation and the Presbytery in celebrating the witness of the membership, past and present, of the Round Hill Presbyterian Church.

See page 137 for a written covenant between the Round Hill and Second Opequon churches.

PRESBYTERY COUNCIL

Rev. Dan Williams, Chair, gave the report for the Council, *which was approved as follows*. See page 138 for additional material.

I. INFORMATION:

- A. Council heard a report from Will Heyward about Google Apps, which is offered free to churches, about its potential for a unified and highly inclusive approach to communication.
- B. Council received a report of the auditors for fiscal year 2010, which can be found on pages 117-122
- C. The BIG Event, held on September 10, 2011, at Massanetta Springs, was attended by over 270 people.

II. ACTIONS TAKEN:

- A. Council voted to create a working group consisting of the Council chair and vice-chair, Presbytery moderator and vice-moderator, and Interim Stated Clerk to make recommendations to the next Council meeting relating to the new Form of Government the Manual of Presbytery.
- B. Council acted to empower the Office and Personnel Committee to retain the services of a part-time acting General Presbyter beginning January 1, 2012.
- C. Council acted to empower the Office and Personnel Committee to develop a list of persons to cover tasks within the General Presbyter position, should there be a need between December 31, 2011, and the retention of someone to serve as part-time acting General Presbyter.
- D. Council acted to authorize the General Presbyter Search Committee to use a salary range of \$65,000 to \$75,000 for the position, and clarified that the search is for a General Presbyter only, and not the position combined with the office of Stated Clerk.

Council's action to approve a top range of \$75,000 conflicts with its policy to present annual budgets that are balanced between anticipated income and proposed expenditures. The 2012 budget is balanced for a General Presbyter at the \$65,000 range. However, as there will not be a called General Presbyter for the entire year 2012, this will not be an issue until the 2013 budget year. Approving the top range of \$75,000 both grants flexibility to the search committee when the time comes to negotiate terms of call with the GP candidate, as well as places a challenge before Shenandoah Presbytery to fully fund this (and all) budgetary needs.

- E. Council voted to create a special committee of Council to review the staffing priorities of Shenandoah Presbytery. The committee will consist of Patrick Pettit, Beth Pyles, and Karen Thatcher from Council; Melissa Harmon and Alex Banks from Office and Personnel.
- F. Council received a report from its Facilities Task Force which recommended selling the Presbytery Office property at 1111 N. Main Street, and seeking alternate office arrangements. The report made two suggestions involving possible office space at Sunnyside or Massanetta Springs. Council voted to postpone making this recommendation to presbytery and to create a new task force to develop a more detailed proposal of alternatives for Presbytery office space, the task force to be named by the Council Chair, Interim General Presbyter, and Presbytery Moderator, and to include as many members of the old task force as wish to continue.
- G. Council voted that upon adjournment, it adjourn to meet in a special meeting on Tuesday, November 29, 2011, in order to take up items that time did not permit to be considered on October 11: the Shenandoah 2010 items presented as a first reading at the August 27, 2011, presbytery called meeting, and proposed nominations for the Nominating Committee.

III. RECOMMENDATIONS:

- A. That Presbytery approve the 2012 Budget as found on pages 139-144. It is noted that the 2012 Budget recommendation includes a 1% COLA for all Presbytery staff, and the inclusion of a \$3,000 line item for the Virginia Chaplaincy Services.

- B. That Presbytery elect Lucille Gohdes to serve as Treasurer through February 29, 2012.
- C. That Presbytery elect Dan Williams to serve as acting Stated Clerk beginning January 1, 2012. [Karen Thatcher, Vice-Chair of Council, handled this matter from the floor.]

There were no nominations from the floor for either treasurer or stated clerk.

NOMINATIONS COMMITTEE

Rev. John McDonald, Vice-Chair, gave the report for the Committee, *which was approved as follows*:

RECOMMENDATIONS:

- A. That Presbytery approve the following to serve on committees:

Permanent Judicial Commission – Class of 2014: Rev. Frank Wyche, Rev. David Howard, and Elder Creigh Deeds of Millboro.

Committee on Representation - Class of 2014: Rev Merle Fisher
Rev. Richard Slider to continue as chair

Committee on Ministry – Class of 2014: Rev. George Evans, Rev. George Chapman, Rev. Richard Reifsnnyder (also continue to serve as chair), Rev. Barbara Johnson, Elder Lucy Lindsay of Warrenton and Elder Charles Blair of Mossy Creek. Class of 2013: Elder Lucy T. Gay of Shepherdstown and Elder Mary Hannah Bush of Hebron.

Committee on Examinations – Class of 2014: Rev. John Cushwa; Elder Neeley Young of Lexington

Committee on Professional Development – Class of 2014: Elder Rose Marie Wilson of Shepherdstown and Elder Tony Wilson of Woodstock (also to continue as vice-chair). Rev. Maren Sonstegard-Spray to continue to serve as chair.

Committee on Sessional Records – Class of 2014: Elder Nancy Swisher of Staunton Second, Elder Ruth Berg of Falling Waters, and Elder Kathryn Ruddle of Ruddle. Rev. Ann Pettit continue to serve as chair.

Committee on Preparation for Ministry – Class of 2014: Elder Gary Edlind of Harrisonburg First, Elder Bill Lawrence of Winchester First, Rev. Kitty Hahn-Campanella. Rev. Amy Summers-Minette to continue to serve as chair.

Budget & Finance Committee – Class of 2014: Elder Gerald Wagoner of Springfield, Elder Linda Whitesitt of Berkeley Springs, Rev. Joan Wilson. Rev. Beth Pyles continue to serve as chair.

Communications Committee – Class of 2014: Rev. Glenn Coleman. Rev. Tom Holden to serve as chair

Committee on Church Development – Class of 2014: Rev. Kerry Foster, Rev. Keith Cornfield, and Rev. Rufus Burton. Elder Joe Higgs to continue to serve as chair

Funds Administration – Class of 2014: Elder Jim Youngblood of Opequon; Elder Diane McKinley of Falling Waters. Rev. Wray Sherman to serve as chair

Office & Personnel – Class of 2014: Elder Grace Mitchell of Tuscarora; Elder Malinda Johnston of Woodstock; Rev. Skip Hastings (also continue to serve as chair). Class of 2013: Elder Anna Lee Wilkes of Bloomery.

Resource Committee – Class of 2014: Elder Mary Jane Romig of Keyser; Rev. Sarah Hill. Rev. Will Heyward to continue to serve as chair.

World Wide Ministries – Class of 2014: Elder Martha Sieck of Hebron; Rev. Homer Cornish. Rev. Randy Webb to continue to serve as chair.

- B. That Presbytery approve the following to serve as Presbytery moderators:
Elder Paul Dana of Tinkling Spring from 2011 Vice-Moderator to 2012 Moderator
Rev. Olivia Haney to serve as 2012 Vice-Moderator
- C. That Presbytery approve the following to serve as Presbytery Council chairs:
Elder Karen Thatcher of Tuscarora from 2011 Vice-Chair to 2012 Chair
Rev. Patrick Pettit to serve as 2012 Vice-Chair
- D. That Rev. Bob Osborne serve another term on the Synod Nominating Committee in the Class of 2014.
- E. That Presbytery elect the following to serve as commissioners to the 220th General Assembly June 30-July 7, 2012, in Pittsburgh, Pennsylvania:

PRINCIPAL TEACHING ELDERS

- 1 – Robert Osborne of Berkeley Springs
- 2 – Sally Robinson of Parish of the Valleys
- 3 – Patrick Pettit of Mossy Creek

PRINCIPAL RULING ELDERS

- 1 – Mary Lou McMillin of Trinity
- 2 – Jim Johnston of Nineveh
- 3 – Linda Koogler of Mt. Carmel

YOUNG ADULT ADVISORY DELEGATE

Logan McDonald of Waynesboro Second

ALTERNATE TEACHING ELDERS

- 1 – Anne Ross of Elkton
- 2 – Tim Arnold of Sherando
- 3 – Charlie McFarlin of Spring Hill

ALTERNATE RULING ELDERS

- 1 – Ellen Blose of Massanutten
- 2 – Janet Scott of Collierstown
- 3 – Linda Ritchie of Waynesboro First

There were no nominations from the floor.

PRESBYTERIAN CAMPUS MINISTRY

Rev. Kerry Foster reported on plans for individuals to attend the Collegiate Conference at Montreat following Christmas.

SYNOD COMMISSIONER REPORT

Ruling Elder, Hugh Robertshaw, Shenandoah's Commissioner to Synod, gave a brief report.

ADJOURNMENT

The meeting adjourned at 2:57 p.m. with prayer led by the Moderator Jonathan Bunker. Presbytery will meet in stated session on Saturday, February 11, 2012, at Mt. Olive Presbyterian Church in Hinton, Virginia.

Jonathan Bunker, Moderator

Sally Hinchman, Interim Stated Clerk

Kimberly Stroupe, Recording Clerk

DOCKET

(Members of Presbytery are urged to be registered and seated by 9:30 a.m. If not yet registered, please do so right after worship)

Rev Jonathan Bunker is the Presbytery Moderator for 2011

Elder Paul Dana is the Presbytery Vice-Moderator for 2011

Maren is chair of Prof Dev. and assoc. pastor of 1st Winchester

Rich is chair of COM and pastor of 1st Winchester

Lisa is chair of GPSC and pastor of Woodstock

Skip is chair of O & P and pastor of Collierstown

Dan is chair of Council and pastor of 2nd Staunton

John is vice-chair of Nominations and pastor of 2nd Waynesboro

Kerry is pastor of Bridgewater

- 8:30 a.m. REGISTRATION BEGINS
- 9:30 a.m. Call to Order with prayer
Worship – Arranged by the Mountain Valley Mission Community
- 10:15 a.m. Determining a Quorum
Welcome and Introduction of Guests
First time commissioners
Seating corresponding members
Appointments by the Moderator
Correction and Approval of Minutes
New Business
Adoption of the Docket
Communications and Report of the Stated Clerk
Omnibus Motion
Presbytery Staff Reports
Representative of host church
- 10:45 a.m. Greetings from IBS
- 10:55 a.m. Graceful Separation Guidelines Presentation
- 11:15 a.m. Professional Development, Maren Sonstegard-Spray
- 11:20 a.m. Committee on Ministry, Rich Reifsnnyder
- 12:00 p.m. Moffett for Mission, Carole Witt
- 12:05 p.m. General Presbyter Search Committee, Lisa Webb
- 12:10 p.m. Office & Personnel Committee, Skip Hastings
- 12:25 p.m. Lunch
- 1:25 p.m. Intercessory Prayer
- 1:30 p.m. Shenandoah Presbytery Corporation
- 1:50 p.m. Administration Commission to Round Hill Church
- 2:00 p.m. Presbytery Council, Dan Williams
- 2:30 p.m. Nominations Committee, John McDonald
- 2:45 p.m. Presbyterian Campus Ministry, Kerry Foster
- 2:50 p.m. Synod Commissioner Reports
- 3:00 p.m. Anticipated Adjournment

MINUTES OF COMMISSION TO ORDAIN AND INSTALL THE REV. PATRICK LANAGHAN as pastor of the Burnt Presbyterian Church. The following commission members met at the Burnt Church, on Sunday, June 5, 2011, at 3:00 p.m.

Commission members present: Teaching Elders: Rufus T. Burton, Thomas J. Holden, John W. Cushwa, Fred A. Holbrook, and Marcia W. Jaureguizar; Ruling Elders: Chester Renner of Burnt Church, Doug Sensabaugh of Massanutten Church, Heather Carter of Slanesville Church, and Michele Elliott of Bunker Hill Church

A quorum was present.

Rev. Rufus Burton, Convener, called the commission to order and led in prayer. The commission elected Rev. Rufus Burton, Moderator, and Rev. Fred Holbrook, Clerk.

The congregation was called to worship. Rev. Rufus Burton preached the sermon on the subject of "How Beautiful" from Romans 10:5-17.

Rev. Marcia Jaureguizar stated the proceedings of the Presbytery preparatory to the ordination and pointed out its nature and importance and then Rev. John Cushwa asked the questions of the candidate.

Rev. John Cushwa asked the questions of the congregation. These being answered in the affirmative, the candidate knelt and with prayer led by Rev. Rufus Burton and the laying on of hands, the commission ordained him to the office of minister of the Word and Sacrament and installed him as pastor of the Burnt Presbyterian Church. The members of the presbytery and others welcomed the newly ordained and installed pastor into their fellowship in the ministry of the Word and Sacrament.

Rev. Marcia Jaureguizar delivered the charge to the congregation and Ruling Elder Michele Elliott delivered the charge to the pastor.

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

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

The commission read and approved their minutes. The commission adjourned with prayer led by the Rev. Patrick Lanaghan.

Rufus T. Burton, Moderator
Fred A. Holbrook, Clerk

MINUTES OF COMMISSION TO ORDAIN JOAN M. WILSON, as minister of the Word and Sacrament. In accordance with the appointment of the Presbytery of Shenandoah, the commission convened at the Woodstock Presbyterian Church, Woodstock, Virginia, on Sunday, September 18, 2011, at 3:30 p.m.

Commission members present: Teaching Elders: Rev. Randall Webb and Rev. Lisa Webb Ruling Elders: James Collette of Mt. Storm Church, Ann Grisdale of Woodstock Church, Sandi Ey of Nineveh, and Doug Sensabaugh of Massanutten Church. Rev. Kevin Hand was absent due to illness.

A quorum was present.

Others invited by the Presbytery were Ruling Elder Tony Wilson of Woodstock Church.

Rev. Lisa Webb, Convener, called the commission to order and led in prayer. The commission elected Lisa Webb as Moderator, and Ruling Elder Ann Grisdale as Clerk.

The congregation was called to worship. Rev. Randy Webb preached the sermon on the subject "It's About Time" from Genesis 18:1-15 and Mark 1:14-15.

Rev. Lisa Webb stated the proceedings of the Presbytery preparatory to the ordination and pointed out its nature and importance and then asked the questions of the candidate. These being answered in the affirmative, the candidate knelt and with prayer led by Rev. Lisa Webb and the laying on of hands, the commission ordained her to the office of minister of the Word and Sacrament. The members of the Presbytery and others welcomed the newly ordained teaching elder into their fellowship in the ministry of the Word and Sacrament.

Ruling Elder Ann Grisdale delivered the charge to the teaching elder.

At the conclusion of the service the newly ordained teaching elder made a brief statement and pronounced the benediction.

After the ordination service, appropriate expressions of cordial reception and affectionate regard were offered to the newly ordained teaching elder by all those in attendance.

The commission then read and approved their minutes. The commission adjourned with prayer led by Rev. Lisa Webb.

Lisa M. Webb, Moderator
Ann S. Grisdale, Clerk

MINUTES OF COMMISSION TO INSTALL THE REV. TULLY J. HUNTER, as pastor of the Tinkling Spring Presbyterian Church of Fishersville, Virginia. In accordance with the appointment of the Presbytery of Shenandoah, the commission convened at the Tinkling Spring Church, on Sunday, September 11, 2011, at 10:15 a.m.

Commission members present: Teaching Elders: Fred A. Holbrook, Karen E. McLean, April H. Cranford, and Merle L. Fisher Ruling Elders: Sally Hinchman of Massanutten Church, Julian Moffett of Tinkling Spring Church, and Branch Hammock of Waynesboro First Church.

A quorum was present.

Rev. Merle Fisher, Convener, called the commission to order and led in prayer. The commission elected Rev. Merle Fisher moderator and Rev. Karen McLean clerk.

The congregation was called to worship. Rev. April Cranford preached the sermon on the subject "The Spiritual Gym" from John 13:12-20. Rev. Fred Holbrook asked the questions of the pastor. Ruling Elder Julian Moffett asked the questions of the congregation. These being answered in the affirmative and with prayer led by Rev. Karen McLean, the commission installed Tully Hunter as pastor of the Tinkling Spring Church. The members of the presbytery and others welcomed the newly installed pastor into their fellowship in the ministry of the Word and Sacrament.

Ruling Elder Sally Hinchman delivered the charge to the congregation, and Ruling Elder Branch Hammock delivered the charge to the pastor.

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

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

The commission then read and approved their minutes.

Merle L. Fisher, Moderator
Karen E. McLean, Clerk

INDEPENDENT AUDITOR'S REPORT

To the Presbytery Council
Presbytery of Shenandoah
Harrisonburg, Virginia

We have audited the accompanying statement of cash receipts and disbursements of the Presbytery of Shenandoah (a nonprofit organization) for the year ended December 31, 2010. This financial statement is the responsibility of the Presbytery's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the statement of cash receipts and disbursements is free of material misstatement.

An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the statement of cash receipts and disbursements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the statement of cash receipts and disbursements. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, these financial statements have been prepared on the cash receipts and disbursements basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the statement of cash receipts and disbursements referred to above presents fairly, in all material respects, the cash receipts and disbursements of the Presbytery of Shenandoah for the year ended December 31, 2010, on the basis of accounting described in Note 1.

Brown, Edwards & Company, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

Harrisonburg, Virginia
September 2, 2011

PRESBYTERY OF SHENANDOAH

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS Year
Ended December 31, 2010

RECEIPTS

Undesignated mission and ministry	\$ 791,037
Designated mission support	41,704
Corporation income	109,391
Committee income	148,925
Interest income	12,991
Pass-thru funds	250,818
Hunger funds	86,975
Other income	<u>3,600</u>
Total receipts	<u>1,445,441</u>

DISBURSEMENTS

Operating budget	1,007,503
Pass-thru funds	346,827
Designated mission support	45,841
Hunger funds	<u>57,542</u>
Total disbursements	<u>1,457,713</u>
Net change in cash	(12,272)
Cash and Investments, Beginning of Year	<u>991,134</u>
Cash and Investments, End of Year	\$ 978,862

RESBYTERY OF SHENANDOAH

NOTES TO FINANCIAL STATEMENTS

December 31, 2010

Note 1. Nature of Activities and Significant Accounting Policies:

Nature of Activities:

The Presbytery of Shenandoah (the Presbytery) receives mission and ministry funds from local churches, which are used to support the local programs and the denomination's local, regional, national and international programs of evangelism, education, outreach and service.

Basis of Accounting:

The Presbytery's policy is to prepare its financial statements on the cash basis of accounting; consequently, revenues are recognized when received and expenses and purchases of assets are recognized when cash is disbursed.

Cash is kept on deposit at one financial institution, the balance of which at times exceeds federally insured limits. Accounts in the financial institution are insured by the Federal Deposit insurance Corporation (FDIC) up to \$250,000 for interest bearing accounts. Effective December 31, 2010, all non-interest bearing accounts are insured by the FDIC without limit.

Income Tax Status:

The Internal Revenue Service, based on information supplied in the application for recognition of exemption, has determined that the Presbytery is exempt from federal income tax under Section 501(c)(3) of the internal Revenue Service Code.

Functional Classification of Expenses:

The Presbytery allocates its expenses on a functional basis among its various programs including administrative activities and support services. Expenses and support services that can be identified with a specific program are allocated directly according to their natural expenditure classification.

Subsequent Events:

Subsequent events have been evaluated through September 2, 2011, the date that the financial statements were available to be issued.

Note 2.

PRESBYTERY OF SHENANDOAH

NOTES TO FINANCIAL STATEMENTS December 31, 2010

Cash and Investments:

Cash and investment balances consist of the following at December 31, 2010:

Cash on deposit:	
BB& T - Checking Account	\$ 465,721
Petty Cash Fund	<u>150</u>
Total Cash	465,871
Presbyterian Investment & Loan Program	<u>512,991</u>
Total cash and investments	<u>\$ 978,862</u>

During 2009, the Presbytery transferred \$500,000 from a money market account to the Presbyterian Investment and Loan Program, Inc. This program will use the funds to provide low-cost loans to churches, governing bodies and related entities of the denomination for capital projects. The Presbytery, in turn, will earn interest on their investment in this program. During 2010, the Presbytery earned interest of \$12,991 on their investment in this program

BROWNE EDWARDS

certified public accountants

**INDEPENDENT AUDITOR'S REPORT ON
ADDITIONAL INFORMATION**

To the Presbytery
Council Presbytery of
Shenandoah
Harrisonburg, Virginia

We have audited the statement of cash receipts and disbursements of the Presbytery of Shenandoah for the year ended December 31, 2010, and have issued our report thereon dated September 2, 2011, which contained an unqualified opinion on the statement of cash receipts and disbursements. Our audit was performed for the purpose of forming an opinion on the statement of cash receipts and disbursements. The supplemental statement is presented for purposes of additional analysis and is not a required part of the statement of cash receipts and disbursements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the statement of cash receipts and disbursements, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Brown, Edwards & Company, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

Harrisonburg, Virginia
September 2, 2011

PRESBYTERY OF SHENANDOAH

SUPPLEMENTAL STATEMENT

Year Ended December 31, 2010

RECEIPTS

Undesignated mission and ministry	\$	791,037
Designated mission support		41,704
Corporation income		109,391
Committee income		148,925
Interest income		12,991
Pass-thru funds		250,818
Hunger funds		86,975
Other income		<u>3,600</u>
Total receipts		<u>1,445,441</u>

DISBURSEMENTS

Operating Budget

Presbytery salaries & benefits		378,541
Committee expenses		276,006
Per capita		118,401
Shared mission support		68,250
Office expenses		52,524
Mission communities		9,189
Occupancy		29,236
Presbytery meeting expenses		4,045
Support payments		42,390
Other		<u>28,921</u>
Total Operating Budget		<u>1,007,503</u>

Pass-thru funds		346,827
Designated mission support		45,841
Hunger funds		<u>57,542</u>
Total Disbursements	\$	<u>1,457,713</u>

1 **Proposed Guidelines for Shenandoah Presbytery**
2 **to Consider a Request from a Congregation to be**
3 **Dismissed to Another Denomination**
4 **First Read**
5 **November 8, 2011**

6
7 **Preamble**
8

9 These guidelines begin with fervent prayer that they will never be needed. If they should
10 be, then both the congregation making the request and Shenandoah Presbytery (“presbytery”)
11 will have failed in their shared responsibility to achieve the reconciliation and the unity to which
12 scripture calls us. Nevertheless, in a time of uneasiness, rumors, and strongly held convictions,
13 we may find ourselves faced with the unpleasant and tragic necessity of negotiating a separation
14 between sisters and brothers in Christ. Should that time come, we would have also failed our
15 vows if we did not carry out that process “decently and in order” with as little dishonor to the
16 Church of Jesus Christ as possible. These guidelines are a means for the presbytery to consult
17 with the congregation about what is best for the mission and strategy of the congregation and the
18 presbytery. To that end, the following guidelines have been prepared.
19

20 In all cases when a congregation or some of its members express unhappiness with the
21 presbytery, or with other parts of the denomination, the goal shall be loving, honest,
22 compassionate reconciliation, so that harmony may be restored and mission strengthened. It
23 shall be the policy of the presbytery to treat decisions of congregations considering or seeking
24 dismissal as a matter for pastoral care and not for discipline. We acknowledge that such a matter
25 is sensitive and needs to be treated with compassion as Christ has compassion upon all children
26 of the covenant.
27

28 We believe and affirm as a basic principle of our unity that the *Book of Order* G-4.02
29 (Church Property) is not the basis of our unity, nor is it to be used as an opportunity to accentuate
30 division among us. Our *Book of Order* reminds us that the civil power of the state should be
31 used to enforce the provisions of a religious constitution (F-3.0101b).
32

33 As a presbytery, we recognize that the *Book of Order* G-4.02 provides that congregations
34 may leave the Presbyterian Church (U.S.A) to join with a
35 Reformed denomination in which the Presbyterian Church (U.S.A.) is in correspondence with in
36 accordance with *Book of Order* G-5.0201. We are reminded that the presbytery is the only body
37 empowered to dismiss congregations. The presbytery asks our congregations to defer litigation
38 against the presbytery in civil courts. In the spirit of the Apostle Paul, together we peacefully
39 seek first to discuss and arbitrate any disagreements, as brothers and sisters in Christ, before
40 seeking any civil remedies afforded by law.
41

42 We recognize that this process is not an easy one and defining what is best for the
43 mission and strategy of the church falls into the following areas, concern, ministry, and pastoral
44 care.

- 45 1. Consideration that reconciliation be the first desire of both of the congregation and
46 presbytery
- 47 2. If reconciliation is not possible, work toward a gracious separation of the
48 congregation from the presbytery.
- 49 3. The disposal, dispersion, or distribution of the church property, both real property and
50 liquid assets. Real property may include manses, cemeteries or additional properties
51 owned by the church. Liquid assets may include bonds, certificates, of deposits,
52 stocks, endowed funds and loans. (page 123)

- 53 4. The relationship of the presbytery with the teaching elders and congregation
54 considering dismissal.
55 5. Congregation members who choose to stay with the Presbyterian Church (U.S.A).
56

57 **Procedure**

58
59 When it becomes apparent that there is significant desire within a congregation to
60 consider disaffiliation, or when the leadership of the presbytery becomes aware through informal
61 contacts that a congregation is in some degree of turmoil or serious disagreement with either the
62 presbytery or the denomination, the following steps shall be taken:
63

- 64 I. The session of the particular congregation shall contact the general presbyter/stated
65 clerk of Shenandoah Presbytery to request a visit from a Church Review Team
66 (“team”).
67 II. The presbytery will then form a team to work with the session and congregation.
68 The purpose of this team is to engage the session and the congregation as a whole (as
69 circumstances suggest) in a time of prayer and dialogue aimed at understanding the
70 areas of disagreement and conflict and, if possible, the team shall find a way to
71 implement a reasonable and orderly separation process from the Presbyterian Church
72 (U.S.A.). If needed, the team shall be designated as an Administrative Commission
73 by the presbytery (G-3.0109b).
74 A. The team shall consist of seven (7) members, including teaching elders and
75 ruling elders. These persons shall be selected by the general presbyter/stated
76 clerk, chair of Presbytery Council, chair of the Committee on Ministry
77 (“COM”), and the presbytery Moderator. These persons shall be selected for
78 their listening skills and their gifts for mediation and conflict resolution.
79
80 III. The team shall meet with the session with reasonable haste. The purpose of this
81 meeting is to listen to the concerns of the session. If resolution can be reached with
82 the session, the team will report back to the COM (as a whole) and the Committee on
83 Church Development (“CCD”) in writing that a resolution has been reached. The
84 general presbyter/stated clerk will then dismiss the team with thanks on behalf of the
85 presbytery.
86
87 IV. If resolution is not reached, the presbytery shall elect the members of the team to an
88 Administrative Commission. (*Book of Order* G-4.0207). The Administrative
89 Commission shall work with the session to organize and set dates for congregational
90 gatherings. These gatherings will be an open discussion about disassociation from
91 the denomination. The agenda shall be decided by the session and the
92 Administrative Commission. Areas to be discussed may include education about the
93 issues which have brought the congregation to this point, if needed. During the
94 congregational gatherings, if an active church member is unable to attend a
95 gathering, he/she may correspond with the Administrative Commission in writing.
96 These gatherings are for the purpose of seeking input from the congregation and the
97 presbytery, but they are not congregational meetings (*Book of Order* G-1.05).
98
99 V. In the event that the congregational gatherings indicate that the congregation and the
100 session wish to proceed with separation from the denomination, the Administrative
101 Commission will report to the COM and the CCD. The session, along with the
102 Administrative Commission, will then proceed to hold a congregational hearing in
103 which a written ballot will be taken. It will be announced to the congregation that, in
104 accordance with the Authoritative Interpretation of the 218th General Assembly (2008), (page 124)

105 “withdrawal from the Presbyterian Church (U.S.A.) is not a matter that can be
106 considered at a congregational meeting”.

107 A. Congregational Hearing Procedure

- 108 1. The session and the team shall announce the congregational hearing at
109 least twenty-one (21) days in advance of the hearing. The date of the
110 hearing shall be published in the worship bulletins on three (3)
111 consecutive Sundays and letters shall be sent by first class mail to all
112 active members of the congregation. The hearing shall be held at a time
113 mutually agreed upon by the session and the Administrative Commission.
114 2. The quorum for this hearing shall have been set by the congregation. The
115 Administrative Commission shall make record of the church’s quorum and
116 exactly how many congregants attended the hearing. Active members of
117 congregation shall have permission to speak on the floor and vote. The
118 general presbyter/stated clerk and the Administrative Commission shall
119 have permission to speak on the floor.
120 3. The installed pastor of the church shall moderate the hearing. If this
121 hearing seems to be “tense or stressful, ...the presbytery may wish to
122 suggest that the pastor or moderator invite a teaching elder named by the
123 presbytery, in an effort to ensure that the congregational decision to be
124 made is free of undue influence from the installed pastor, protecting both
125 the process and the pastor. But an installed pastor is not bound to act on
126 this suggestion” (Authoritative Interpretation of the 218th General
127 Assembly).
128 4. After opening with prayer, the moderator shall state the purpose of the
129 hearing and present the following question: “Shall the _____
130 Presbyterian Church request Shenandoah Presbytery to dismiss it to
131 _____?” Ample time shall be given to both those who favor and
132 those who oppose such an action.
133 5. After fair and open discussion, a ballot with the following question shall
134 be distributed to the voting members attending:
135 “Shall the _____ Presbyterian Church request Shenandoah Presbytery to
136 proceed with negotiations to dismiss it to _____”.

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139 The three ballot choices shall read:

140 Request dismissal
141 Do not request dismissal
142 Abstain

- 143 6. The votes will be collected by assigned members and given to those who
144 are counting, which will include a member of the Administrative
145 Commission, a member of the session, and a member of the congregation
146 appointed prior to the meeting.
147 7. The Administrative Commission will report the vote to the COM and the
148 CCD, and proceed as directed in sections VII and VIII of the policy.
149

150 VI. Negotiation Topics. If the result of the vote requires separation negotiations, the
151 Administrative Commission and the session shall discuss the following points.

152 A. Property (real and liquid)

153 The session shall provide a list of all assets and liabilities.

- 154 1. The presbytery, in this process of negotiating issues of conscience and
155 property with the congregations, will seek to reflect the presbytery’s (page 125)

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primary concern for the ongoing missions and vitality of Christian witness in the area impacted by the ministry of that congregation.

2. In this regard, the presbytery has an abiding interest in and responsibility for the location and facilities of the member churches, since they are an expression of the mission of the larger Church. (*Book of Order* G-1.0103).
3. Even so, the presbytery will recognize that “the church” in a particular area is not its building or financial assets, but the members of the congregation.
4. The presbytery will be mindful of both of congregation members who, for reasons of conscience, desire that their congregation be dismissed to another denomination, and also those congregation members who wish to remain within the Presbyterian Church (U.S.A.). In the spirit of ecumenism, the presbytery recognizes that when a congregation is dismissed to another reformed denomination Christian ministry does not disappear within this geographical area.
5. If a group within the congregation desires to remain within the Presbyterian Church (U.S.A) and another group within the congregation desires to be dismissed to another Reformed body, the session and the Administrative Commission will make an effort to enable both congregations to be as healthy as possible in the aftermath of separation.

B. Status of the Teaching Elder

As a congregation decides on its future, the teaching elder(s) serving that congregation must decide if they will remain with the Presbyterian Church (U.S.A.) or separate from the denomination to another denomination. The Administrative Commission shall work with the teaching elder(s) in reaching decision. The following guidelines shall be recommended.

1. Teachings elders who decide to stay in the Presbyterian Church (U.S.A.) and not go with the departing congregation shall be provided, by that congregation, a severance package that is in accord with the presbytery’s policy.
2. Teachings elders who request dismissal from the Presbyterian Church (U.S.A.) with the departing congregation shall be dismissed to the receiving denomination upon request from the receiving denomination and when the transfer of the congregation is complete.
3. Ruling Elders, who have been commissioned as Commissioned Ruling elders (CRE) will vote only in the church where their membership is, not in the church where they are commissioned. If the church where they are commissioned requests dismissal, the CRE’s relationship with that congregation will be dissolved. If the church which holds the CRE’s membership requests dismissal, the CRE shall decide whether they will go with their congregation or move their membership to another congregation.

- C. Congregation members who wish to stay in the Presbyterian Church (U.S.A.) shall receive support and care. The amount of the resources to be provided shall be the subject of negotiations and shall involve issues such as, but not limited to: numbers of members wishing to remain, proximity of existing Presbyterian Church (U.S.A.) congregations, and the need for pastoral leadership.

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VII. In the event that the vote for dismissal is 2/3rds or more, the session and the Administrative Commission shall proceed with a Plan of Separation. Once the two groups have agreed on this plan, the Administrative Commission will report the proceedings which led to this point including the Plan of Separation to Shenandoah Presbytery. At the next stated or called meeting of the presbytery, the presbytery will vote on the congregation's request (*Book of Order* G-3.0303b and the Authoritative Interpretation of the 218th General Assembly).

VIII. In the event that the written vote for dismissal is 2/3rds or less, the Administrative Commission will bring to the presbytery a recommendation to consider the request for dismissal, in accordance with the *Book of Order* G-3.0303b. At the presbytery meeting, which may be either a stated or called meeting, to consider a request for dismissal, the presbytery shall proceed in the following manner.

A. Before the vote they shall:

1. Hear from members of the congregation favoring dismissal. If any member of the congregation desires to speak before the presbytery, they shall contact the general presbyter/stated clerk twenty-one (21) days prior to the presbytery meeting.
2. Hear from members of the congregation opposing dismissal. If any member of the congregation desires to speak before the presbytery, they shall contact the general presbyter/stated clerk twenty-one (21) days prior to the presbytery meeting.
3. Hear from members of the Administrative Commission.
4. Hear the recommendations regarding the dismissal.
5. Be informed of any financial contributions or obligations related to this congregation through its relationship with any governing body of the Presbyterian Church (U.S.A.).
6. Hear whether the denomination to which the church wishes to be dismissed is either in correspondence of full communion with the Presbyterian Church (U.S.A.) (*Book of Order* G-5.0201 and G-5.0202).
7. Be informed of how this congregation's dismissal would affect the mission and ministry of the presbytery.
8. Receive a proposal, if any for a financial and other settlement between the presbytery and the congregation.

B. If the session and the Administrative Commission have negotiated a proposed settlement regarding financial and other matters, then following discussion and prayer, the presbytery shall vote by a written ballot on this questions: "Shall the _____ Presbyterian Church be dismissed to _____ based on the following terms and conditions of a settlement between the church and the presbytery?"

C. The ballot choices for the presbytery shall read:

- Yes
- No
- Abstain

D. The terms of dismissal, along with a written report from the Administrative Commission and the vote count shall be recorded in the minutes of the presbytery meeting.

- 260 IX. If the congregation requesting dismissal files suit in any civil court to claim the real
261 property involved in the dismissal, the actions taken by the presbytery regarding the
262 dismissal shall be held in abeyance for possible reconsideration by the presbytery
263 after a determination by the civil court.
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- 265 X. If the title to the congregation's property is not transferred to the congregation at the
266 time of the dismissal, the presbytery may lease
267 the property to the dismissed congregation. The congregation shall
268 maintain the property and have responsibility for liabilities or losses
269 relating to the property that may be incurred during the lease. While the
270 presbytery will be gracious in establishing the lease fees for the property,
271 in no case shall the fees be less than any encumbrances or mortgages
272 upon the property.
273
- 274 XI. In negotiating and discussing any financial arrangements with the representatives of
275 the congregation, the Administrative Commission will consider whether a viable
276 continuing congregation loyal to the Presbyterian Church (U.S.A.) exists which may
277 make use of the property and what provisions have been made for their case if that
278 should not be the case.
279
- 280 XII. The original session minutes and other historical documents related to the church's
281 life as a church in the Presbyterian Church (U.S.A.) or its predecessors will be turned
282 over the presbytery for transmission to the Presbyterian Historical Society.
283
- 284 XIII. Failure to follow these guidelines may result in the presbytery appointing an
285 Administrative Commission in place of the congregation's session and its
286 assumption of original jurisdiction in accordance with the *Book of Order* G-3.0330e.
287
- 288 XIV. The intent in any dispute within the life of the Church is to achieve reconciliation.
289 Shenandoah Presbytery wishes to make clear our intention to continue to seek that
290 goal.
291
- 292 XV. Amendments to this policy shall be reviewed by Presbytery Council. (page 128)

**Authorized Ruling Elders and Commissioned
Ruling Elders Policy**
Presbytery of Shenandoah
(Adopted November 8, 2011)

Background

The Presbytery of Shenandoah acknowledges ruling elders commissioned to particular pastoral services as a source of spiritual gifts suited to meet the needs of God's work among the congregations of this presbytery, and recognizes ruling elders as a source of leadership in the future. These ruling elders have served and continue to be needed in the following situations:

- a) AREs who can be called to lead worship and preach the gospel when the teaching elder cannot be there for one or more Sundays.
- b) AREs who can lead worship and preach the gospel short term (i.e. several weeks) in brief periods between a teaching elder leaving and the arrangement for an interim for the congregation.
- c) CREs who can lead worship and preach the gospel in congregations in a larger parish under the direction of a parish teaching elder.
- d) CREs who can lead worship and preach the gospel in a congregation for an extended period because it has been determined by the Committee on Ministry (COM) in consultation with the session that the congregation, because of size or cost, cannot afford a teaching elder or cannot be grouped in such a way as to share a teaching elder.
- e) CREs who serve a specific task in a congregation under supervision of the installed teaching elder.

It is understood that the ARE/CRE ordinarily will not serve their own congregations in these capacities. Each congregation/CRE relationship will be reviewed on a case by case basis.

Basic Terminology

The level of training received will designate the trained ruling elders and the function they are serving within the presbytery. This is for general knowledge and specific understanding of service and specific capacities.

Terminology is Authorized Ruling Elder (ARE) and Commissioned Ruling Elder (CRE).

*Authorized Ruling Elders (ARE) are ruling elders who have received the approved training prior to being given permission to be available to preach on a temporary supply basis.

*Commissioned Ruling Elders (CRE) are ruling elders who have received the approved training and who are commissioned by the presbytery to serve in a specific congregation for a specific amount of time.

The Oversight Committee (ARE/CRE)

Presbytery will establish a permanent committee to deal with the oversight of AREs/CREs and to provide for the annual evaluations of CREs. The Ministerial Relations Committee of the COM will provide oversight to this committee. The name of this committee will be the Oversight Committee. *Book of Order G-2.1004*

This committee will be composed of:

- 1 from Ministerial Relations Committee
 - 1 with former Committee on Ministry service
 - 1 ARE
 - 1 with current CRE experience
 - 1 with mentor experience (current or past)
- Balance will be attempted for ruling and teaching elders and male/female ratio.

Training

Qualification for admission will be an ruling elder who has ordinarily served at least one full term, has received recommendation of the session and its teaching elder or moderator, submits two (2) letters of reference from the congregation's membership and one (1) letter of reference from outside of the congregation's membership, and has a minimum of a high school diploma or G.E.D.

The COM, upon the recommendation of the Ministerial Relations Committee, will establish a Training Committee to have

oversight of these ruling elders who will be enlisted in the training program to be prepared as ARE and will serve at the direction of the presbytery. This committee, under the supervision of the Ministerial Relations Committee of the COM, will be responsible for the period of time from admissions through the examination following course completion. It will plan the curriculum, secure and equip the instructors, and oversee the examination of those who complete the training. Areas of training will include but not be limited to, Bible, Reformed Theology & Sacraments, Presbyterian Polity, preaching, leading worship, pastoral care and teaching. A two-year program will be offered. Those who successfully complete the first year of the program, receive the recommendation of the instructors and Training Committee, and are properly examined by both the Training Committee and the Oversight Committee, will be given the designation of ARE.

There is no implication that finishing the two-year program will lead to a commission from presbytery. At the end of training the Ministerial Relations Committee will examine the elders to determine suitability for receiving a commission to serve as a CRE.

When an Authorized Ruling Elder becomes a Commissioned Ruling Elder

When an ARE has been granted a commission, it shall be valid for a period up to three (3) years in duration, as determined by the COM. The first year will be probationary. Following the probationary year, the COM will visit the church session, mentor, and the CRE to determine if renewal is appropriate. The commission may be for leading worship, preaching the gospel, provision of pastoral care, moderating the session and administration of the sacraments. In West Virginia they may also officiate at marriages. The commission may be renewed at expiration or terminated at any time at the discretion of the presbytery. Annual review of the CRE will be in written form and will include a report from the mentor, session, and the CRE. It is encouraged that the CRE who has served six years at the same church take a sabbatical of six weeks at his/her regular salary.

In order to maintain the commission, the CRE shall attend a continuing education event annually. For all commissions established after January 1, 2008, attendance and participation shall be required in one of the following:

1. An Oversight Committee sponsored event,
2. A seminary sponsored event,
3. An on-line sponsored event approved by the committee, or
4. An alternative continuing education experience upon prior approval of the committee.

The Role/Responsibility of the Mentor with a CRE

The CRE will work under the guidance of a mentor. A mentor is a teaching elder approved by the COM. The mentor will not be the CRE's home pastor.

The guidelines for the Mentor/CRE relationship are as follows:

1. The mentor should be a good role model for the CRE. The mentor shall demonstrate the openness and caring that the CRE should develop.
2. The mentor should be an teaching elder of the presbytery but may not be the CREs pastor.
3. The mentor should be accessible for meetings and phone conversations.
4. The mentor should be approachable and non-judgmental, should listen before giving advice, and present constructive criticism in a positive way.
5. Upon appointment, the mentor shall make the initial contact with the CRE, provide contact information (phone numbers, email address, etc.), and set up a first meeting with the CRE.
6. The CRE should attempt to contact the mentor at least monthly and should provide a recorded sermon at least quarterly, seeking feedback from the mentor. If the CRE has not contacted the mentor in several months, the mentor shall make follow-up contact. The Oversight Committee shall be contacted if this problem persists.
7. The Oversight Committee shall be contacted when any issues arise in the mentor/CRE relationship.
8. The mentor should encourage the CRE to pursue his or her own personal growth.
9. The mentor is appointed for one year and is selected by the Oversight Committee. This relationship may be renewed for a longer period upon review by the Oversight Committee.
10. No mentor should have responsibility for more than one CRE.

Service in a Larger Parish Ministry

Persons who serve one or more congregations within the Larger Parish model will need to exercise particular care to understand the unique responsibility they have to enhance the entire ministry of the parish, as well as the particular congregations. The strategy of the Larger Parish requires that the CREs see themselves not only as part of a staff under the supervision of the Parish Pastor but as being deeply committed to a close, collegial working relationship with the Parish Pastor.

The Parish Pastor, in most commissions, will be assigned as the mentor. There will be an annual review of the CRE by the Parish Pastor, session(s) and the COM.

AREs to and from Other Presbyteries

In recognition of the transient nature of our culture, the COM understands that ruling elders who have been trained by other presbyteries, have served in a capacity of commissioned ruling elders, or have received equivalent training and, upon moving into the bounds of our presbytery, may be a resource available to serve the congregations of Shenandoah Presbytery. At those times, when such persons become known or available, the COM, directly or through its oversight committee, will examine these elders as to suitability prior to being placed on the supply list as AREs.

If any of our ruling elders who have been trained by Shenandoah Presbytery to be AREs or have served as CREs relocate within the bounds of another presbytery, the COM will send certification of that training to that presbytery's COM.

Statement of Faith
Karen J. Long

When I proclaim my faith, I affirm:

...that I believe in the One God, who created the heavens and the earth, who was, and is, and is yet to be, who blows breath and life into every being, who provides sustenance for every creature and who continues to act to create in this world each minute of every day;

...that I believe in Jesus Christ, the Son of God who is one with God, who came to earth in human form to live, love, and work among us, whose love for us is unconditional, and whose willing death on a cross accomplished our everlasting salvation. This Savior Jesus came as comforter, friend and great physician, and offers hope to all in need of salvation, no matter what the sin. He hears our prayers, and intercedes on our behalf with God who knows us better than we know ourselves;

...that I believe in the Holy Spirit, the manifestation of God with us, who resides in us, empowering and impelling us as individuals and as the Church, the Body of Christ here on earth, to go witness and serve in the name of God;

...that I believe that God through Christ Jesus has given us two sacraments, baptism and the Lord's Supper, visible signs and symbols of God's presence with us. Though we may never fully understand the meaning of these symbols, as we are finite human beings with language inadequate to fully describe our God and God's actions toward us, we use these signs and symbols to help us understand and interpret the faith to all those called into the Body of Christ.

In baptism, offered to all people, the waters of creation are used by God symbolically to wash away the sins and confirm for the gathered community the promise God has made in each one God calls before he or she is born that he or she is a child of God, named and claimed by grace, that love that will not let us go.

In the Lord's Supper, we hear the call of Christ into the unity that makes us one in him. The bread, symbolizing his body, is broken in remembrance of our Lord and shared among believers; the cup, a sign of the new covenant between God and God's people, is drunk in remembrance of our Lord. We do this in the confidence of our Lord's return;

...that I believe that God speaks to God's people through the Word, Holy Scripture, which we know as the Bible, and that God continues to speak to us today through prophets and preachers and everyday people whose study of God's Word and prayer help to interpret the unchanging Word in a changing world;

...that I believe that God through Jesus Christ has called us into a unique community, the Church, the Body of Christ, to provide us with the community and companionship in which we are created to live. God's Spirit guides and directs this community, calling us to selfless acts of service and witness in the name of God; gathering us for worship, teaching us to love, calling us to care for all God's people, sending us out with the message of salvation and grace and promising that we will never be alone.

...that I am a child of God, wondrously and mysteriously made, saved not by my own actions but by a loving and forgiving God through Christ Jesus who has promised me new life through Him. God's Spirit has acted in my life to call out in me skills and talents which have been confirmed by the Body of Christ that I might lead God's people. I do this joyously, humbly, and thankfully.

Autobiographical Statement

Karen J. Long

I was born in Pittsburgh, PA, grew up in South Charleston, WV, and graduated from Concord College in Athens, WV. The church, specifically Ruffner Memorial Presbyterian Church in Charleston, WV, was an integral part of life for my family. Both parents served multiple terms as elders and deacons, participated in PW and “Men of the Church.” My mother sang alto in the choir and my father served as treasurer for the daycare center the church sponsored for years. My siblings and I were part of every choir and youth group; we attended Sunday school and VBS, served as narrators for Christmas pageants and liturgists in worship. The church was a wonderful, warm, nurturing place to learn and grow. Lifelong friendships were made and sustained to this day.

After college, I worked for four years as a court reporter for the WV Workers Compensation Fund, continued to be involved at Ruffner, and also served at the presbytery level. In the spring of 1979, I had the opportunity to attend a workshop on the campus of Presbyterian School of Christian Education in Richmond. I came home with a strong sense that God was calling me to enroll at PSCE, and I entered there that fall. The two years at PSCE were transformational for me as I began to understand with deepening clarity that God was calling me to ministry in the Church. I finished my MA in Christian Education, then moved to an intern year in a parish-centered CPE program in Greenville, PA. It was during that year, working in several congregations, having the opportunity to preach, caring for an assigned ‘parish’ of congregants, and examining my own call and motivation for ministry that I knew God was calling me to pastoral ministry. I returned to Richmond in the fall of 1982 and enrolled at Union Presbyterian Seminary.

After I completed my M. Div., I spent about 18 months doing a variety of things—working in a Cokesbury bookstore (great for the library, hard on the pocketbook!), serving part-time as a DCE in a church, doing advocacy work in the WV Legislature on behalf of the WV Council of Churches, supply preaching. Finally, in November, 1985, I was called as Stated Supply Pastor of the Spencer Presbyterian Church in Spencer, WV, and ordained on Nov. 17 of that year. I served that small, active congregation, committed to social justice issues and local ministries, for four years. In November, 1989, I received a call from the Rockford Presbyterian Church in Rockford, OH, to be their pastor, and began my time with them in January, 1990. The COM of the presbytery was convinced I was going there to help the congregation close the church. Instead, we worshiped and prayed, worked and played—we served the community in a variety of ways and became known for our generosity and hospitality. I served there until the spring of 2008, when the combination of an aging congregation, challenging economy and the presence of several large non-denominational churches in the area forced us to make some difficult decisions with regard to finances.

I had taken interim training in the fall of 2004, and after praying and seeking guidance about how best to use my skills and that training, God answered my prayers with a call to serve as interim pastor of the Tazewell Presbyterian Church, Tazewell, VA beginning in Sept. 2008. I moved to southwest Virginia and immediately felt at home as the culture was similar to that in which I had grown up. The Tazewell church called their new pastor in Aug. 2009, and I received a call to serve as interim pastor of the Grace Covenant Presbyterian Church of Princess Anne in Virginia Beach that same month. The interim proved to be rewarding, challenging, and faith-deepening for me. I completed my two-year interim at GCPCPA at the end of August, and am excited about returning to a different part of WV as interim at the Keyser Presbyterian Church. I feel I have gifts and skills to lead them through this interim time, and that we can work to strengthen and heal the congregation.

**POSITION DESCRIPTION
TREASURER, SHENANDOAH PRESBYTERY**

Duties:

1. Review monthly financial statements as prepared by the bookkeeper, resolve any questionable account balances, and approve statements for issuance; review quarterly and annual payroll reports and approve for issuance to taxing authorities; initiate wire transfers.
2. Provide support for the Budget and Finance Committee and the Funds Administration Committee and attend their meetings.
3. Work with bookkeeper to administer policy guidelines and review vouchers and reports.
4. Provide liaison with the Shenandoah Presbytery Corporation.
5. Review insurance coverage at least once annually. (This is not to determine the adequacy of coverage, but rather to confirm that all properties are covered.)

Time Commitment:

This position is estimated to require an average of one day per month (probably two half days a month). Also required are meetings days estimated to be an additional day per month in total: two Funds Administration meetings (plus two conference call meetings), three or four Budget and Finance meetings, four Presbytery Council meetings, four Presbytery meetings, and two Shenandoah Presbytery Corporation meetings.

Qualifications:

Basic knowledge of computers, accounting principles, and financial instruments would be helpful.

Accountability:

This person is accountable to the General Presbyter.

Compensation:

\$6,000 annual salary plus FICA

**POSITION DESCRIPTION
ACTING GENERAL PRESBYTER, SHENANDOAH PRESBYTERY**

Responsibilities

The Acting General Presbyter will:

- Lead Shenandoah Presbytery through the period of transition
- Promote unity within the presbytery while emphasizing and celebrating the diversity of Shenandoah Presbytery
- Serve as head of staff, setting and maintaining effective administrative and staffing services and lead weekly staff meetings
- Work in an advisory capacity with the Presbytery Council, Committee on Ministry, and other committees of Shenandoah Presbytery as requested
- Provide pastoral care to congregations and to members of Shenandoah Presbytery and their families

Credentials

A teaching elder or ruling elder of the Presbyterian Church (U.S.A.), grounded in the Reformed tradition

Position

Part-time, 2-3 days per week

Compensation

Negotiable

**SHENANDOAH PRESBYTERY CORPORATION
FINANCIAL REPORT TO THE MEMBERS OF THE CORPORATION
July 1, 2010 THROUGH JUNE 30, 2011**

The Corporation's fiscal year is from July 1st to June 30th. All income from interest and dividends will be available for use/distribution at the end of the current calendar year pursuant to directions on file. Funds will be available only on a quarterly basis and must be requested in writing prior to the end of each quarter. This is necessitated because the funds invested with the Corporation are long-term investment funds and not available on a demand basis. All funds are invested in the same manner as a mutual fund and a valuation of all investments will be made at the end of each quarter to determine the value of principal and income for each fund held by the Corporation.

Total assets of the Corporation on June 30, 2011, totaled \$8,223,454 up from \$7,344,881 on June 30, 2010. \$790,006 is in non-income producing real estate. For fiscal 2010-2011 income on investments (interest and dividends) totaled \$208,377 compared to \$209,028 in the last fiscal year.

1. Funds for Christian Education: Applications for the Brown, Hogshead and Currie Funds, when approved by the Presbytery and signed by the Funds Administration Committee, are to be sent to the secretary or president of the Corporation. Applications for Blue Fund, when approved by Presbytery and signed by the Chair of Presbytery Council, are to be sent to the secretary or president of the Corporation.
2. Funds for Church Development: Applications for Church Development Funds, when approved by Presbytery and signed by the Chair of the Committee on Church Development send to the secretary or president of the Corp.
3. Challenge Funds for Small and Needy Churches: Grants from the Dudley Fund are to be made by the Corporation after consulting with the Committee on Church Development. Funds may be used for capital improvements or operating expenses.
4. Funds for the Education of Candidates: Applications for funds for education of candidates, when approved by Presbytery and signed by the Chair of the Committee on Preparation for Ministry, are to be sent to the secretary or president of the Corporation for funding.
5. Strong Ministers Program (formerly Minister's Grant Fund): Grants of up to \$10,000 are awarded to ministers who are first time homebuyers or who qualify based on need.
6. Global Mission Funds: The Corporation forwards each year the income from Global Mission Funds to the General Assembly for the Ministry Unit on Global Missions. Income from the Sam Ramsey Fund is paid to the World Wide Ministries Committee of Presbytery for use in Global Missions.
7. Harry S. McClung Estate: The income is to be paid to fund mission scholarship requests, camping scholarship requests, and other requests with the aim of a servant ministry.
8. Trust Funds for Churches: Income is disbursed annually unless otherwise requested in writing.
9. Capital Funds for Churches: Income and principal disbursed to the churches as requested. If not requested, income is added to the principal.
10. Trust Funds for Cemeteries: Income and principal disbursed as requested by the Cemetery Committee.
11. History Fund: The History Fund results from income from the sale of Lexington Presbytery Heritage books. Income to be disbursed upon request of the History Committee through the Stated Clerk.
12. Jane Ramsey Fisher Memorial Trust: Pay the income each year to the Council of the Parish of the Pastures (Goshen, Rocky Springs and Millboro Presbyterian Churches) if the Council ceases to exist to Goshen Church.

CURRENT OFFICERS

Donald R. Myers	President
David R. Witt	Vice President
Dr. Garrett Long	Vice President
B. Randolph Roller	Treasurer
Philip H. Miller	Secretary

DIRECTORS

CLASS OF 2011

Lowell Lemons
Richard Kauffman
Garland Dever
Donald R. Myers
Dennis Snyder

CLASS OF 2012

John C. Peterson, III
David R. Witt
Dr. Garrett Long
V. Judd Romaine
Rachel Koeniger

CLASS OF 2013

Philip H. Miller
Alan F. Garrison
Gary M. Moyers
Ronald Hylton
Kenneth H. Miller

Accountant: Brown, Edwards & Company, LLP

**Final Report of the Round Hill Commission
to
Shenandoah Presbytery**

The Round Hill Commission held its organizational meeting on Wednesday, January 12, 2011. The Commission consisted of Minister members: Donna DeSarro-Raynal, Philip Sommer, Daniel McCoig; and Elder members: Margaret Barb - Berryville, Terry Coffman, Opequon, Charles Ruckman - Round Hill, Deborah Bruce - 2nd Opequon. Interim Presbytery Executive Sally Hinchman was present as staff. In July 2011, Donna DeSarro-Raynal resigned from the Commission. Elder Joseph Higgs of Highland-Memorial was elected at the August 2011 meeting of Shenandoah Presbytery to take her place.

It was agreed that Daniel McCoig would be the recorder for the Commission. A process was organized for the engaging in conversation the Round Hill congregation and Session concerning its future. The Commission did meet with the Elders and members of the Round Hill Congregation on Sunday, February 13, 2011. Further conversations were encouraged including meetings between the Sessions of Round Hill and 2nd Opequon. The Commission met on Wednesday, June 29, 2011. A strategy was discussed and adopted to help both Round Hill and 2nd Opequon together to move forward with their work. This included the hiring of an attorney, development of a covenant relationship agreement, actions to be taken to close Round Hill as a congregation, terms under which Round Hill would become a Chapel of 2nd Opequon, transfer of property and money from Round Hill to 2nd Opequon.

The Commission, along with Interim Presbytery Executive Sally Hinchman met with the Sessions of 2nd Opequon and Round Hill churches in a called joint meeting on Wednesday, July 21, 2011. A second Joint Session Meeting was held August 29th with members of the Commission in attendance. Congregational Meetings were held on September 18, 2011 at Round Hill Presbyterian Church; and September 25, 2011 at 2nd Opequon Presbyterian Church with adoption of the following:

1. The Presbytery of Shenandoah approve the dissolution of the Round Hill Presbyterian Church, Winchester, Virginia effective November 8, 2011; and affirm that it will become a Chapel of 2nd Opequon Presbyterian Church, Winchester, Virginia.
2. That all records of the Round Hill Presbyterian Church will become the property of 2nd Opequon Presbyterian Church.
3. That the membership rolls of Round Hill Presbyterian church shall be transferred to 2nd Opequon Church.
4. That all real and personal property, financial records, equipment and insurance shall be transferred to 2nd Opequon Presbyterian Church and arrange for transfer of title to 2nd Opequon Presbyterian Church of all accounts and real property.
5. To assert claim of the 2nd Opequon Presbyterian Church to any property of the Round Hill Presbyterian Church not known at this time or property which may come to the Round Hill Presbyterian Church as beneficiary of a will or trust not known at this time.
6. That on November 27, 2011, 3:00pm, the Administrative Commission shall lead the congregation and the presbytery in celebrating the witness of the membership, past and present, of the Round Hill Presbyterian Church.

The Round Hill Commission of Shenandoah Presbytery adopted the above actions and agreement to be sent to Shenandoah Presbytery meeting at Opequon Presbyterian Church on November 8, 2011 with the recommendation of approval. The Covenant Agreement between the Round and 2nd Opequon Presbyterian Churches is also attached for information.

The Round Hill Commission wished to acknowledge the very helpful work of Interim Presbytery Executive Elder Sally Hinchman for her faithful and insightful research and advise. We also wish to recognize and acknowledge the contributions of Interim Pastor of the Valleys Sally Robinson with this entire process.

A Covenant Agreement
between
Round Hill Presbyterian Church and
Second Opequon Presbyterian Church

In recognition of the ministry and mission of the Round Hill Presbyterian Church, Winchester, VA since 1880, and the long standing relationship with the Second Opequon Presbyterian Church, Winchester, VA this covenant addresses the expectations and commitments to enable Round Hill to become a Chapel of Second Opequon.

Since each of the sessions and the congregations has agreed to move forward to enable this action to occur, we commit ourselves to the following:

That both congregations will endorse this covenant agreement.

That the Round Hill Presbyterian Church will request the Presbytery of Shenandoah to dissolve the church effective November 8, 2011.

That the membership rolls of Round Hill Presbyterian Church shall be transferred to Second Opequon Presbyterian Church.

That all records of the Round Hill Presbyterian Church shall become the property of Second Opequon Presbyterian Church.

That all real and personal property, financial records, equipment and insurance shall be transferred to Second Opequon Presbyterian Church and arrange for transfer of the title to Second Opequon Presbyterian Church of all accounts and real property.

To assert claim of the Second Opequon Presbyterian Church to any property of the Round Hill Presbyterian Church not known at this time or property which may come to the Round Hill Presbyterian Church as beneficiary of a will or trust not known at this time.

That the use of the property of the Round Hill Chapel shall be under the supervision of the session of the Second Opequon Presbyterian Church for worship, education, fellowship and mission purposes.

That at this time it is anticipated that ordinarily Sunday Morning Worship will occur twice a month at the Chapel.

That those individuals who worship at the Chapel will ordinarily have one person serve on the session of Second Opequon Presbyterian Church.

That on November 27, 2011 at 3:00 PM the Administrative Commission for the Round Hill Presbyterian Church that was elected to look at their future ministry as a congregation shall lead the congregation and the presbytery in celebrating the witness of the membership, past and present of the church.

In good faith this covenant shall be signed by the following individuals:

Patricia B. Smith 9/18/11
Clerk of Session of Round Hill Presbyterian Church Date

Joseph M. Kettle 9/25/11
Clerk of Session of Second Opequon Presbyterian Church Date

Sally D. Robinson 8/24/11
Moderator of Round Hill and Second Opequon Presbyterian Churches Date

PRESBYTERY COUNCIL

Presbytery Council met on October 11, 2011, and due to the length and complexity of the items on its agenda, adjourned to meet again on Tuesday, November 29, 2011, beginning at 10:00 a.m. at the Presbytery Office. The next stated meeting of Council is Tuesday, January 10, 2012, beginning at 10:00 a.m., at the Presbytery Office in Harrisonburg.

MORNING REPORT

Gracious Separation Policy Task Force

A Task Force made up of Olivia Haney and Charlie McFarlin (Church Development) and Paul Dana and Charlotte Hott (Committee on Ministry) has been working on a Gracious Separation Policy for Shenandoah Presbytery. This policy is being presented for a first reading at this presbytery meeting. *Council recommends that Shenandoah Presbytery approve a special meeting for Tuesday, January 17, 2012, beginning at 9:30 a.m. at the Massanutten Presbyterian Church in Penn Laird, Virginia. The purpose of the special meeting is to act on the gracious separation policy proposal and the two items from Shenandoah 2010 presented for first readings at the August 27, 2011, stated meeting (Council composition and Nurture/Outreach ministry groups proposals).*

Comments, questions, and suggested changes to the policy should be sent to the task force by December 8, 2011. The task force will consider these responses and will release a final draft of the proposed policy in mid-December. The revised policy will be open for full debate and further amendment at the January 17, 2012, special meeting. [NOTE: lunch will not be served at this meeting.]

(NOTE: the above, during the Policy presentation on the floor, was amended to hold the called meeting after Easter.)

Background

Presbyteries were encouraged to draft such policies by an action of the 218th General Assembly (2008)

Report of the Assembly Committee on Church Polity on Item 04-28, Commissioners' Resolution. On Urging a Gracious, Pastoral Response to Churches Requesting Dismissal from the PC(USA). [The Assembly approved the following resolution, 519-157-8. The text of the resolution has been edited to add the terminology and citations from the new Form of Government.]

1. Directs the Stated Clerk to send this resolution to the presbyteries, synods, and sessions, indicating the will of the assembly that presbyteries and synods develop and make available to lower ~~governing bodies~~ (councils) and local congregations a process that exercises the responsibility and power "to divide, dismiss, or dissolve churches in consultation with their members" (Book of Order, ~~G-11.0103i~~ (now G-3.0101a; G-3.0303b)) with consistency, pastoral responsibility, accountability, gracious witness, openness, and transparency.
2. Believing that trying to exercise this responsibility and power through litigation is deadly to the cause of Christ, impacting the local church, other parts of the Body of Christ and ecumenical relationships, and our witness to Christ in the world around us, the General Assembly urges congregations considering leaving the denomination, presbyteries, and synods to implement a process using the following principles:
 - Consistency: The local authority delegated to presbyteries is guided and shaped by our shared faith, service, and witness to Jesus Christ.
 - Pastoral Responsibility: The requirement in ~~G-11.0103i~~ (now G-3.0101a; G-3.0303b) to consult with the members of a church seeking dismissal highlights the presbytery's pastoral responsibility, which must not be submerged beneath other responsibilities.
 - Accountability: For a ~~governing body~~ council, accountability rightly dictates fiduciary and connectional concerns, raising general issues of property (G-8.0000; now G-4.02) and specific issues of schism within a congregation (G-8.0600; now G-4.0207). But, full accountability also requires preeminent concern with "caring for the flock."
 - Gracious Witness: It is our belief that Scripture and the Holy Spirit require a gracious witness from us rather than a harsh legalism.
 - Openness and Transparency: Early, open communication and transparency about principles and process of dismissal necessarily serve truth, order, and goodness, and work against seeking civil litigation as a solution.

BUDGET WORKSHEET - 2012

2012
BUDGET
WORKSHEET
Request Recommend

	2009 ACTUAL	2010 ACTUAL	2011 BUDGET	Request	Recommend
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Resources Provided by:

Undesignated Mission & Ministry from Congregations	862,371	788,640	800,000	750,000	750,000
Interest Income	1,783	12,991	12,800	12,800	12,800
Grants from GA & Synod		3,600	3,000	3,600	3,600
Corporation Income from Blue Funds	9,000	6,000	5,000	5,000	5,000
Other	3,092	4,311			
TOTAL	876,246	815,542	820,800	771,400	771,400

Resources Used for:

Payments to Governing Bodies:

GA - Per Capita (2011-6.35) (2012 - 6.63)	108,492	105,915	107,785	109,919	109,919
Synod - Per Capita (2011-.725)(2012 - .80)	19,827	12,486	12,306	24,040	13,263
GA - Shared Mission Support	63,000	63,000	60,000	55,588	46,466
Synod - Shared Mission Support	5,250	5,250	5,000	4,632	1,800
Total Payments to Governing Bodies	196,569	186,651	185,091	194,179	171,448

Administration:

Occupancy:					
Major Office Repair	5,298		3,000	3,000	3,000
Bldg & Grounds Maintenance	11,755	6,671	12,000	12,000	8,000
Insurance	13,398	13,014	14,000	14,000	14,000
Janitorial Services	7,119	7,297	7,297	7,384	7,384
Janitorial Services - Taxes	545	561	558		
Utilities	10,735	11,114	14,000	14,000	15,000
Office Expense:					
Telephone	3,179	2,647	3,800	3,800	3,800
Postage	2,093	3,331	3,200	3,200	3,200
Supplies, Paper, Drinks	8,261	8,029	11,000	11,000	9,500
Bank Service Charges	1,445	1,463	1,200	1,200	1,200
Equip Rental & Maintenance	19,868	18,829	18,000	18,000	18,000
Computer & Equip Purchases	2,848	3,150	3,000	3,000	3,000
Subscriptions & Dues	610	326	750	750	750
Audit	8,000	8,670	8,000	8,500	5,500
Personnel Costs	357,295	356,085	358,429	341,695	347,747
Pres. Meeting Expense					
Materials	8	404			
Participants	551	670	600	600	600
Governing Body Responsibilities	1,315	1,677	1,500	1,500	1,500
Vehicle Replacement Escrow		2,250			
Total Administration	454,322	446,188	460,334	443,629	442,181

2012
BUDGET
WORKSHEET

	2009 ACTUAL	2010 ACTUAL	2011 BUDGET	Request	Recommend
Constitutional Committee Expense:					
Committee on Ministry:					
Churches in Transition - Operating Exp			300	300	300
CLP Training	2,971	1,964	1,000	1,000	1,000
Oversight - Ministers & Congregations	500	248	1,000	1,000	1,000
Commission Emergency Fund			2,500	2,500	2,500
Pastoral Care & Wellness	12,768	8,600	5,295	5,295	5,295
Salary Committee - Oper. Expense			-		
Sessional Records Oper Expense	1,135	925	1,050	1,500	1,500
Examination Committee - Expense	277	192	300	300	300
Com on Ministry - Oper Expense	9,968	4,907	6,000	6,000	6,000
Total Committee on Ministry	27,619	16,836	17,445	17,895	17,895
Total Preparation for Ministry	9,498	3,402	5,970	5,970	5,970
Total Nominations Committee	133	558	150	150	150
Total Permanent Judicial Committee	344		- 100	100	100
Total Representation Committee	86	23	100	100	300
Presbytery Council					
Budget & Finance	157	195	500	250	250
Office & Personnel	523	374	920	1,650	1,000
Strong Ministers Program	147	184	100	200	200
Legal Fee Escrow for Misconduct	1,800	1,800	1,800	1,800	1,800
History Committee			- 100		
Disaster Response Team	358	422	1,500	1,500	500
Division Operating Expense	7,894	6,374	2,975	2,975	2,500
Shenandoah 2010	295	43	600		
Total Presbytery Council	11,174	9,391	8,495	8,375	6,250
Moffett Grant Fund Expense	284	70	300	300	300
Funds Administration Expense	276	53	180	180	180
Hunger Resource Team		28			
Search Committee for General Presbyter					
Total Constitutional Committees	49,416	30,361	32,740	33,070	31,145

2012
BUDGET
WORKSHEET

	2009 ACTUAL	2010 ACTUAL	2011 BUDGET	Request	Recommend
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Standing Committees:

Church Development

Ministry Program Grants	4,150	3,000	20,000	15,000	15,000
Churchwide Redevelopment Confer Resources & Administration	1,977	1,793	2,500	2,500	2,500
New Ministry	1,500	-	6,000	6,000	6,000
Emergency Ministry Grants		2,200	2,000	2,000	2,000
Percept Contract	7,040	4,000	8,500	4,000	4,000
Church Consultant Training		293	500	500	500
Mission Study Grant Fund	2,500	2,000	3,000	3,000	3,000
New Church Development	35,200				
CCD Missionary Church Support	23,000	27,500	27,000	22,000	22,000
CCD Operating Expenses	4,952	4,343	4,025	4,000	4,000
Total Church Development	81,519	46,329	73,525	59,000	59,000

Communications Committee

Operating Expenses	869	1,053	800	800	1,000
Dues & Contribution			130	130	600
Computers/Communication (Websites)	3,220	2,629	2,720	2,720	1,500
Communications Conf/Training	484	11	2,000	2,000	1,100
Total Communications Committee	4,573	3,693	5,650	5,650	4,200

World Wide Ministries:

VA Council of Churches	200	200	160	160	160
WVCouncil of Churches	200	200	160	160	160
Operating Expenses	154	744	600	600	600

Annual Mission Conference

				1,000	500
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Total World Wide Ministries	554	1,144	920	1,920	1,420
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Partnership Committee

IBS Evan & Dev Support	6,000	6,000	6,000	6,000	6,000
Visits to & From Ethiopia	4,877	4,114	2,500	3,500	2,500
Partnership Publicity	214				
BSCO Support	8,500	8,500	8,500	8,500	8,500
ESL Program		-	1,150	1,150	1,150
Travel - Ethiopian Network Meets - US	1,074	2,200		1,200	
Operating Expense	184	151	500	500	500
Total Partnership Committee	20,849	20,964	18,650	20,850	18,650

Total Standing Committees

	107,495	72,131	98,745	87,420	83,270
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Total Committee Expenses	156,911	102,492	131,485	120,490	114,415
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2012
BUDGET
WORKSHEET
Request Recommend

2009 2010 2011
ACTUAL ACTUAL BUDGET

MISSION COMMUNITIES

Eastern Panhandle	6,850	4,727	5,575	6,000	4780
Potomac Highlands					
Mountain Valley	5,378	3,474	3,968	4,000	3,180
Central Valley	5,363	2,400	4,700	4,700	3,760
Highlands-Augusta	3,681	4,031	3,968	4,000	3,180
Maury River	5,400	2,600	4,000	6,400	5,100
Total Mission Communities	26,672	17,232	22,211	25,100	20,000

Support Payments

Presbyterian Campus Ministry	15,750	15,750	15,000	10,750	10,750
Massanetta Springs	4,500	4,500	4,000	4,000	3,000
Montreat	540	540	500	500	
Chaplains Service of Virginia	6,000	6,000	3,000	3,000	3,000
Westminster Foundation, Inc.	15,000	15,000			
Subtotal	41,790	41,790	22,500	18,250	16,750

OTHER PAYMENT;

Camp Paddy Run - Personnel Costs	10,006	11,841	11,841	11,841	11,841
Camp Paddy Run - Utilities & Other	2,009	1,811	2,000	2,000	2,000
Presbyterian Women	6,422	4,055	5,000		
Resource Center:					
Acqu - Materials & Equip	1,831	1,994	2,000	2,000	1,900
Audio-Visual Maint & Repair		-	300	300	200
Catalog Revision for Computer	300	300	300	300	300
Operating Expenses	689	-	300	300	200
Subscriptions	1,092	634	800	800	700
Promotions	440	911	300	300	300
Resource Center Operating Cost		324	500	500	400
Subtotal	4,352	4,163	4,500	4,500	4,000

Camp Scholarships	3,000				
Youth Ministries	7,000	6,900	6,000	7,000	7,000
Montreat/Triennium Conference	9,500	9,500	6,000	6,000	6,000
HerStory Conference	403	1,656			
Big Event			3,000	3,000	3,000
Subtotal	42,691	39,927	38,341	34,341	33,841

Subtotal of all other payments	111,153	98,949	83,052	77,691	70,591
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TOTAL PAYMENTS

	918,955	834,280	859,962	835,989	798,635
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DIFFERENCE - TO OR (FROM)

	(42,709)	(18,738)	(39,162)	(64,589)	(27,235)
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RESERVES

OFFICE AND PERSONNEL

ESTIMATED PERSONNEL COSTS FOR 2012

Position	Salary	Matching FICA	Health Ins & Pension	Travel	Con Ed	Total
Gen Pres	\$ 65,000.00	\$ 4,973.00	\$ 20,963.00	\$ 6,950.00	\$ 1,500.00	\$ 99,386.00
Resource Coordinator	\$ 38,354.00	\$ 2,934.00	\$ 12,369.00	\$ 2,500.00	\$ 500.00	\$ 56,657.00
Asst for Constitution	\$ 36,421.00	\$ 2,786.00	\$ 11,746.00			\$ 50,953.00
Communications Coordinator	\$ 38,393.00	\$ 2,937.00	\$ 12,382.00	\$ 3,100.00	\$ 650.00	\$ 57,462.00
Bookkeeper- Off. Coordinat	\$ 35,714.00	\$ 2,732.00	\$ 11,518.00			\$ 49,964.00
Hunger Action Enabler	\$ 5,235.00	\$ 401.00	\$ 1,688.00	\$ 550.00	\$ 150.00	\$ 8,024.00
Temporary Office Help	\$ 1,200.00	\$ 92.00				\$ 1,292.00
Support Staff				\$ 3,650.00	\$ 1,500.00	\$ 5,150.00
Stated Clerk	\$ 7,675.00		\$ 2,475.00	\$ 2,000.00	\$ 250.00	\$ 12,400.00
Treasurer	\$ 6,000.00	\$ 459.00				\$ 6,459.00
TOTAL	\$233,992.00	\$17,314.00	\$73,141.00	\$18,750.00	\$4,550.00	\$347,747.00

NOTES TO ACCOMPANY 2012 BUDGET

1. The Synod of the Mid-Atlantic reduced the per capita from \$1.45 to \$.80. This is saving the Presbytery \$10,777 for 2012.
2. The Council has agreed to have a financial review rather than an audit for 2012. This is estimated to save \$3,000. This savings was budgeted to the Virginia Chaplaincy Prison Ministry.
3. Personnel Costs:
 - a. Council recommends parsing out the Stated Clerk position from the General Presbyter position on both an interim basis and for the search process for a permanent General Presbyter. Thus the expense for a Stated Clerk is included as a new line item from the first reading of the proposed 2012 budget on the floor of the Presbytery in August.
 - b. Lucille Gohdes will retire as Treasurer not later than February 29, 2012, necessitating the hiring of a new Treasurer. Last year Lucille filled the position without a salary. With her retirement, Presbytery must fill the Treasurer position. The personnel line item for this position is the same as her starting salary in 2006.
 - c. Council recommends that the search committee seeking to fill the General Presbytery position be authorized to offer a base salary of \$65,000 - \$75,000 plus benefits, for a total at the top level of \$113,376, which is \$13,990 more than shown in the current budget. Because that position will not be filled early in 2012, we estimate that the amount budgeted will adequately cover the acting General Presbyter and permanent General Presbyter for 2012.
4. Presbytery previously authorized the withdrawal of up to \$50,000 per year from reserves to meet budgeted expenses for calendar year. The proposed budget for 2012 exceeds the \$50,000 limit in that the 2012 budget as shown shows a deficit of \$27,235 and Council has also recommended setting aside an additional \$25,000 for the search and relocation process for a new General Presbyter. If all the approved line items are expended in 2012, the Presbytery will have to withdraw a total of \$52,235 from reserves, which is \$2,235 in excess of the \$50,000 limit previously set by Presbytery. Council makes this recommendation in the belief that: (1) the monies budgeted will not actually be expended in 2012 in total, in that a new General Presbyter will not be hired early in the year; (2) Office and Personnel hopes to hire an Acting General Presbyter in the meantime at less than the amount funded for a full-time General Presbyter; and (3) Council voted to suspend the policy of bringing into balance the 2012 budget with the top figure of the negotiating range for the General Presbyter position, as this will not be an issue until 2013 and Council views this as a challenge towards congregational giving in the upcoming budget years.

Beth Pyles, Chair of Budget & Finance

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