



Special Meeting • August 9, 2022 • via Zoom

Note: ALL participants (Ministers, Commissioned Pastors (CREs), Certified Christian Educators, Ruling Elder Commissioners, and guests) will be required to register in advance. We will need to know the names of Ruling Elder Commissioners (those elected by session to represent their congregations) in advance.

Ministers and Clerks of Session: We will need to know the names and contact information (email and phone number) for your commissioners ahead of time. Please email this information to Barbara Espigh at barbara@presbyteryofthejames.org, or if you do not have internet access, please leave a message: 804-262-2074 ext. 301.

All attendees: Please use the link below to access registration on our website. You will be asked for your name, phone number where you can be contacted the day/time of the meeting, your church's name and city, and whether you are a Ruling Elder Commissioner (a ruling elder who was elected by the church session to represent the congregation), ruling elder serving as moderator of a POJ committee, minister member, commissioned pastor (CRE), Certified Christian Educator, or guest. It is important that all information is filled out. Once you have registered, information regarding virtual meeting access links, numbers, and passwords will be emailed to you from Zoom. Please save that email to use on August 9.

Please be sure to register prior to the deadline (Monday, August 8 at 12:00 noon). Only those who have voice and vote and have registered by the deadline will receive the document with information about the candidates ahead of the meeting. That information will be sent via email around 7:00 p.m. on August 8, 2022. Please keep this information confidential until after the presbytery has voted on August 9.

Registration: <https://www.presbyteryofthejames.com/stated-meetings/>

Thank you for your flexibility as we work toward using the format that functions best for each meeting. If you have questions or concerns not covered in the above information, please contact Barbara Espigh at barbara@presbyteryofthejames.org. If you do not have reliable internet access you may leave a message at (804)262-2074 ext. 301.

****Emails and calls will be responded to during POJ office hours Monday – Thursday 8:30 a.m. to 4:00 p.m.****

General Information

Presbytery of the James • Special Meeting • August 9, 2022

Please thoroughly review the information in this packet prior to the meeting to become familiar with the topics that will be discussed and voted on.

Information about the candidates for the two presbyter positions will be emailed on August 8 around 7 p.m. to those with voice and vote who completed registration prior to the deadline (noon on August 8). Please keep this information confidential until after the presbytery has voted on August 9. Due to sensitive issues around current employment we must wait to provide this information until the evening before the special meeting

- ◆ At their earliest opportunity, each moderator or clerk of session is requested to put this packet in the hands of the Ruling Elder Commissioner(s) representing their church.

- ◆ **Presbytery convenes promptly at 7:00 p.m.**
- ◆ **To participate, you must have completed registration before the deadline (August 8 at 12:00 noon).** The Zoom link will open at 6:30 p.m.

- ◆ **Excused Absences:** All ministers and sessions are reminded that email excuses are required for absences to be approved. Please plan to stay logged in for the entire meeting and attend to all matters. Send excuses to Franklin Reding, assistant to the stated clerk, at franklinr@presbyteryofthejames.org.
- ◆ **Motions/Amendments:** Please raise your virtual hand by using the “Raise Hand” icon in the participants window or by using *9 if you are participating by phone. Once you have been recognized, you will be asked to unmute using the “Mute/Unmute” icon – phone users may unmute by using *6. Please state your motion or amendment, which will be typed out by presbytery staff and read back to the body.
- ◆ **Overture Deadline:** Overtures must be at the presbytery by noon eight (8) weeks prior to a meeting. For the October 15, 2022 meeting, the deadline will be noon on August 18, 2022.

Upcoming Stated Meetings

October 15, 2022.....	Invitation needed
February 18, 2023	Invitation needed

Agenda

6:30 Pre-meeting Preparation and Instructions for Virtual Meeting

7:00 Call to Order, Prayer, & Welcome.....Ruling Elder Dan Jordanger
POJ Moderator, Providence Church, Gum Spring

Welcoming of First-time Commissioners, Corresponding Members, and Guests

Evening Prayer.....Teaching Elder Flo Barbee-Watkins,
Lead Presbyter for Vision and Collaboration, Presbytery of the James
Teaching Elder Keli Shipley Cooper
Minister for Faith Formation, St. Paul's Episcopal Church

Adoption of the Agenda.....Ruling Elder Kenna Payne
Mission Council Moderator; Westminster Church, Richmond

Presbyters Search Committee.....Certified Christian Educator Barbara Flynt
Presbyters Search Committee Co-Chair, The Brandermill Church, Midlothian
Teaching Elder Jess Cook
Presbyters Search Committee Co-Chair, Every Table, NWC

Adjournment and Closing Prayer.....Ruling Elder Dan Jordanger
POJ Moderator, Providence Church, Gum Spring

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A Brief Guide and Reference Sheet to *Robert's Rules of Order*

Robert's Rules of Order is a guide for conducting meetings and making decisions. In order for the Presbytery to carry out its responsibilities in the most fair and orderly fashion, it is helpful for teaching and ruling elders to understand the rules of order which will be followed. Familiarity with the *Book of Order* is very helpful and, where our constitution is silent, we have the following:

“Meetings shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*, except when it is in contradiction to this Constitution. Councils may also make use of processes of discernment in their deliberations prior to a vote as agreed upon by the body.” [*Book of Order*, G-3.0105]

With this in mind, the following brief overview of parliamentary procedure is provided for you. It will serve as the basis for the handling of the Presbytery's business. Your familiarity and attention to these basic rules of order will be most appreciated.

PRECEDENCE ORDER	DESCRIPTION	Second Required?	Debatable?	Amendable?	Vote Required?
MAIN MOTIONS					
1	Main (Principal) - to present a recommendation for consideration by the body	No – if coming from a committee Yes – if coming from the floor	Yes	Yes	Majority
SUBSIDIARY MOTIONS In order of precedence					
2	Postpone indefinitely	Yes	Yes	No	Majority
3	Amend - substituting, inserting, striking out, or striking out and replacing	Yes	Yes	Yes, but only one at a time	Majority
4	Refer / Commit to a Committee	Yes	Yes	Yes	Majority
5	Postpone - to a subsequent meeting	Yes	Yes	Yes	Majority
6	Limit or Extend Debate	Yes	No	No	2/3 vote
7	Call for the Previous Question - to end debate	Yes	No	No	2/3 vote
8	Lay on the table until later in the meeting - to take up more urgent business	Yes	No	No	Majority
PRIVILEGED MOTIONS					
9	Order of the Day	No	No	No	Chair decides
10	Question of Privilege	No	No	No	Chair decides
11	To Recess	Yes	No	Yes	Majority
12	To Adjourn	Yes	No	No	Majority
13	To Fix a Time to adjourn	Yes	No	Yes	Majority
INCIDENTAL MOTIONS					
	Point of order	No	No	No	Chair decides
	Request for Information	No			
	Parliamentary Inquiry	No	No	No	No vote taken
	Question a Voice Vote	No	No	No	No vote taken
OTHER MOTIONS					
	Reconsider - can only be made by a person on the prevailing side and for a decision of the same day	Yes	Yes - if the motion being reconsidered is debatable)	No	Majority

NOTE – the above list does not include all possible motions or actions included in *Robert's Rules of Order*.

Report From The Presbyters Search Committee for the Called Presbytery Meeting August 9, 2022

Your Presbyters Search Committee has remained diligent to our task and are happy to present a candidate for the Presbyter for Relational Care and a candidate for the Presbyter for Congregational Life positions at the Special Meeting of the Presbytery of the James on Tuesday, August 9, 2022. Each of these positions is a $\frac{3}{4}$ -time position as stated in the Strategic Plan. Therefore, the compensation is $\frac{3}{4}$ of that of the Lead Presbyter for Vision and Collaboration.

For the position of Relational Care, we received applications/PIFs from twenty-one individuals. The committee used the same system as we did for that of the Lead Presbyter position by stating yes, no or maybe for an interview. Of those twenty-one, we invited six to have a Zoom interview with the committee. Those interviews were held on Wednesday, May 11 and Friday, May 13. Of those six, there were three male and three female candidates. The committee then asked two candidates for an in-person interview. It is necessary to note that both of these candidates are currently members of the POJ. Those in-person interviews were held on Thursday, June 2 at the Presbytery office. The committee felt that both candidates were highly qualified and made the decision to offer the position to one of them.

For the position of Congregational Life, we also received twenty-one applications/PIFs. Again, using the same system of identifying who we each felt should be offered an interview, five candidates rose to the top. All five of them were female. After contacting all five, two had just recently accepted new positions - within the previous month. Therefore, we conducted a Zoom interview with three candidates on Wednesday, May 11 and Friday, May 13 (That was a total of nine interviews in two days). One candidate truly had the experience and knowledge that we, as a committee, felt would serve the POJ best. We asked that candidate to come to the presbytery for an in-person interview. This candidate arrived in Richmond on the evening of June 16, interviewed in person with the search committee on Friday, June 17, and even had a wonderful visit to Camp Hanover that afternoon. Our decision was so strong about this candidate that the position of Presbyter for Congregational Life was offered that evening.

We, your Presbyters Search Committee, have worked continually, meeting every two weeks, to search for the best of the best and are happy to present in nomination these two people for Presbyter of Relational Care and Presbyter for Congregational Life.