



113th Stated Meeting • Saturday, February 18, 2023
Hybrid Zoom/Westminster Church, Richmond
4103 Monument Ave. Richmond, VA 23230

Agenda

- 9:15** Pre-meeting Preparation and Instructions for Hybrid Meeting
- 9:30** Call to Order, Prayer, Land Acknowledgment & Welcome.....Ruling Elder Dan Jordanger
 POJ Moderator, Providence Church, Gum Spring
- Adoption of the Agenda.....Ruling Elder Kenna Payne
 Westminster Church, Richmond
- Welcome of First-time Commissioners, Corresponding Members, and Guests
- Welcome of New Minister Members.....Teaching Elder Sarah Schutte
 Milford Church
- Recognition of Honorable Retirements.....Teaching Elder Seth Lovell
 Olivet Church, Charlottesville
- Recognition of Covenant Pastors.....Teaching Elder Seth Lovell
- 10:00** Worship Service.....Teaching Elder Shavon Starling-Louis
 Co-Moderator, 225th General Assembly (2022), PC(USA)
- Installation of 2023 Moderator and Vice-Moderator.....Ruling Elder Dan Jordanger
- Celebration of Every Table New Worshiping Community.....Teaching Elder Jess Cook
 Every Table
- 10:50 Break**
- 11:00** Stated Clerk Report (pp. 3-5).....Ruling Elder Steve Hicks
 POJ Stated Clerk, Mitchells Church
- Consent Agenda (p. 9).....Ruling Elder Steve Hicks
- Presbyters' Report.....Teaching Elder Flo Barbee-Watkins
- Leadership Connections Team (pp. 9-13).....Ruling Elder Natasha Taylor
 Salisbury Church, Midlothian
- Mission & Service Team (pp. 13-15).....Teaching Elder Mary Jane Winter
 Member at Large
- Self-Development of People Grant.....Ruling Elder Lamar Lockhart
 Chester Church
- 12:15 Break**
- 12:45** Camp Hanover (pp. 16-17).....Teaching Elder Kate Fiedler
 Second Church, Richmond
- Commission on Ministry (pp. 18-20).....Teaching Elder Seth Lovell
- Committee on Preparation for Ministry (p. 25).....Ruling Elder Chad Wayner
 South Plains Church
- Examination of Hannah Miller
- Committee on Nominations (pp. 25-26).....Teaching Elder Walter Canter
 Blue Ridge Church
- Mission Council Report (p. 27).....Ruling Elder Kenna Payne
- Trustees of Presbytery of the James, Inc. Report (p. 65).....Ruling Elder Dan Jordanger
- 2:30** Adjournment and Closing Prayer.....Teaching Elder Rosalind Banbury

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 of the Stated Clerk Presbytery of the James February 18, 2023

I. Communications

- A. Readers of presbytery minutes for the stated meeting on October 15, 2023 have made corrections and recommend their approval. Minutes will be emailed to people who request them. The stated clerk will recruit persons present today from Regions A and B to review the minutes.
- B. Each year the stated clerk reports the names of former members of the Permanent Judicial Commission (PJC) who may serve in case members of the current PJC cannot serve due to potential conflicts of interest:

Class of 2021

Teaching Elder Alexander Evans (Richmond Second)
Ruling Elder Michael Reynold (Mechanicsville)
Teaching Elder Archibald Wallace, III

Class of 2019

Ruling Elder Joi Jeter-Taylor (First United)
Teaching Elder Allen Fisher (Honorably Retired)
Teaching Elder Charles Summers (Honorably Retired)

Class of 2017

Ruling Elder Robert Lindholm (Swift Creek)
Teaching Elder Carroll Londoner (Honorably Retired)
Ruling Elder John Rupp (Bon Air)

II. Commission Reports:

- A. The commission of the Presbytery of the James, formed to install Rev. Joshua Andrzejewski as Associate Pastor of First Presbyterian Church in Richmond, Virginia, met at First Presbyterian Church on November 6, 2022 at 4:00 p.m. The commission consisted of the following members, all of whom were present:

Ministers: Carla Pratt Keyes (Ginter Park), Charge to the Minister
Humphrey Muraya (All Nations Presbyterian Fellowship)
Katherine Todd (Tappahannock)

Ruling Elders: Renee Grisham (Cove) Constitutional Questions to the Congregation
Dan Jordanger (Providence Gum Spring), Moderator, Constitutional
Questions to the Minister and Clerk of the Commission
Johnny Walker (All Souls)

Guests: Rev. Trent A. Hancock (Pittsburgh Presbytery), Sermon
Rev. Rachel Pacheco (National Capital Presbytery)
Rev. Elizabeth Smith-Bartlett (Hudson River Presbytery), Charge to the
Congregation

Pursuant to the assignment of presbytery and the provisions of W-4.04 of the *Book of Order*, Joshua Andrzejewski was installed as Associate Pastor of the First Presbyterian Church, in Richmond, Virginia.

- B. The commission of the Presbytery of the James, formed to install Rev. Karen Allamon as Pastor of Madison Presbyterian Church in Madison, Virginia, met at Madison Church on Nov 13, 2022 at 3:00 p.m. The commission included the following members, a quorum of whom was present:

Ministers: Lynne Clements (Westminster Church, Charlottesville), Charge to the Congregation
Kelly-Ann Rayle (River Road Church)
John Storey (Honorably Retired), Charge to the Minister

Ruling Elders: Pratt Cherry (River Road Church)
Rick Jenkins (Culpeper Church)
Dan Jordanger (Providence Gum Spring), Moderator, Constitutional Questions to the Minister and Clerk of the Commission
Heidi Sage (Madison Church), Constitutional Questions to the Congregation

Guests: Rev. Patrick Petit (Shenandoah Presbytery), Sermon
Rev. Floretta Barbee-Watkins (Presbytery of Detroit)

Pursuant to the assignment of presbytery and the provisions of W-4.04 of the *Book of Order*, Karen Allamon was installed as Pastor of the Madison Presbyterian Church, in Madison, Virginia.

- C. The commission of the Presbytery of the James, formed to ordain Leigh Anne Ring, to serve as Presbyter for Relational Care at the Presbytery of the James, met at Salisbury Church on November 20, 2022 at 3:00 p.m. The commission included the following members, a quorum of whom was present:

Ministers: Colleen Earp (Massanetta Springs), Charge to the Minister
Frances Taylor Gench (Union Presbyterian Seminary), Sermon
James King (Salisbury)
Charles Klotzberger (Honorably Retired)

Ruling Elders: Libby Evans (River Road)
Ella Johnson (Salisbury)
Alice Martin (Petersburg Second)
Charles McCutcheon (Swift Creek)

Guests: Ruling Elder Barbara Chalfant (Presbytery of the James)
Rev. Floretta Barbee-Watkins (Presbytery of the James)

Pursuant to the assignment of presbytery and the provisions of W-4.04 of the *Book of Order*, Leigh Anne Ring was ordained as a minister of the Word and Sacrament, to serve as Presbyter for Relational Care at the Presbytery of the James.

III. The Stated Clerk reports the following for information:

- A. A called Zoom meeting for the consideration of the Book of Order amendments generated by the 225th General Assembly will be held after Easter. Proper notice will be given.
- B. The Balancing of Commissioners Proposal for 2023 that was adopted at the October 15, 2022 meeting is included in this packet with corrections as identified during the meeting (pp. 6-7).

IV. The Stated Clerk makes the following recommendation for the Consent Agenda:

- A. That the minutes of the stated meeting on October 15, 2022 be approved.

V. The Stated Clerk makes the following recommendation: None.

Reflections from PC(USA) General Assembly 2022 (225th Assembly)

(This report was received after the deadline for inclusion in the October meeting materials.)

Dear Siblings in Christ,

I, the Rev. Beverly Sherrill Bullock, served as a POJ Teaching Elder Commissioner to the 225th General Assembly of the PC(USA) whose plenaries were held virtually while the committees met in person in Louisville, Kentucky.

I served on the General Assembly Ministry Coordination Committee, whose many responsibilities included bringing to the assembly a model for the 226th General Assembly to be held in Salt Lake City, Utah in 2024. The assembly voted to approve our committee's recommendation that would model virtual committee meetings and in-person plenaries – the reverse of what was experienced during this year's assembly.

The assembly's docket extended from 17 June through 02 July, calling for a deep commitment of time, talents, and service from all of the Children of God.

It was wonderful to be able to meet face to face with siblings in Christ in Louisville, as each and every one sought to work for the Kingdom of God.

As with any General Assembly, the presence of the Holy Spirit held fast amidst the long hours, intense conversations/debates, times of worship, lengthy plenaries and moments of quiet contemplation.

To God Be The Glory!

Teaching Elder, Beverly S. Bullock, Honorably Retired

**The Presbytery of the James
Balancing of Commissioners
for 2023
in accordance with G-3.0301**

1. Ministers of the Word and Sacrament¹		
Validated, serving in a congregation	81	
Validated, serving outside of the congregation	34	
Members at Large	33	
Subtract (normally unable to attend)	-9	
Subtotal		139
Honorably Retired (111), of whom we count 16 for balancing	16	
Subtotal		16
Total		155

1. Ruling Elders		
Elected by 98 sessions as commissioners to presbytery (G-3.0202a)		
4 commissioners from each of 4 congregations having 900 or more members	16	
3 commissioners from each of 3 congregations having 600 to 899 members	9	
2 commissioners from each of 20 congregations having 143 to 599 members	40	
1 commissioner from each of 72 congregations having 142 or fewer members	72	
Subtotal		137
Enrolled by presbytery during terms of elected service to presbytery or its congregations (G-3.0301)		
Moderators ² of POJ, Teams, or Committees	4	
RE's commissioned ³ to do pastoral work in a congregation	5	
Certified Educators ⁴ who are ruling elders and congregation members (G-2.1103b)	9	
Subtotal		18
Total		155

This plan is subject to amendment in the course of 2023, if the Committee on Representation advises changes that will better "fulfill the principles of participation and representation found in F-1.0403 and G-3.0103" (G-3.0301, first paragraph).

¹ Following G-2.0503, we designate three categories of ministers: Validated (includes both those serving in a congregation and those serving in specialized, non-parish ministries), Member at Large, and Honorably Retired. Numbers of minister members are given as they were on September 12, 2021.

² Kenna Payne (Mission Council), Chad Wayner (CPM), Steven Hicks (Trustees), Tessa Shuman (COR).

³ Charles Bagwell, Marvin Daniel, Peggy Fox, Charles McRaven, William Seay.

⁴ Gloria Cauthorn, Carol Dunlap, Marian English, Barbara Flynt, Marcia Hale, Bruce Harvey, Marilyn Johns, Ann Knox, Leigh Anne Ring.

**Ruling Elder Commissioners from Each Session
January 1, 2023 to December 31, 2023**

Four Ruling Elder Commissioners from congregations having 900 or more members:

Charlottesville First, Fredericksburg, Richmond First, Salisbury.

Three Ruling Elder Commissioners from congregations having from 600 to 899 members:

Richmond Second, River Road, Westminster Charlottesville.

Two Ruling Elder Commissioners from congregations having 143 to 599 members:

Bon Air, Brandermill, Chester, Culpeper, Fairfield, Gayton Kirk, Ginter Park, Grace Covenant, Hebron, Lord Jesus, Meadows, Olivet, Providence Forge, Rockfish, Southminster, Summit, Swift Creek, Three Chopt, Tuckahoe, Westminster Richmond.

One Ruling Elder Commissioner from congregations having 142 or fewer members:

Aberdour, All Souls, Amelia, Amptill, Ashland, Bethesda, Bethlehem, Blackstone, Blue Ridge, Bott Memorial, Brett-Reed Memorial, Burkeville, Byrd, Campbell Memorial, Chase City First, Colonial Heights, Concord, Cove, Covenant, Eastminster, Ebenezer, Emporia First, Forest Hill, Genito, Gregory Memorial, Hartwood, Hawkins Memorial, Holy Trinity, Hopewell First, King’s Chapel, Kirk O’Cliff, Laurel, Lawrenceville, Louisa, Madison, Mattoax, Mechanicsville, Milden, Milford, Mitchells, New Hanover, Oak Grove, Ogden, Orange, Overbrook, Petersburg Second, Pine Grove, Praise the Lord, Providence Gum Spring, Providence Powhatan, Pryor Memorial, Rennie Memorial, Richmond First United, Rivermont, Rosewood, Salem, Sandston, Scottsville, South Hill, South Plains, St. Andrews, St. James, Tabor, Tappahannock, Thyne Memorial, Trinity, Village, Waddell Memorial, Westminster Petersburg, Woodlawn, Woodville, Zion Hill.

Average Attendance per Stated Meeting of Ministers & Ruling Elders 2010-22
2022 Figures are averages of attendance at only the Feb and June stated meetings

Year	All Ministers	All R.E.s	R.E.s from Sessions
2010	115	132	124
2011	113	133	125
2012	105	128	119
2013	105	111	104
2014	97	108	104
2015	99	109	103
2016	92	97	91
2017	98	92	86
2018	99	101	92
2019	92	90	83
2020	100	100	95
2021	103	91	83
2022	90	85	76



**The Honor Roll of Clerks
For Diligence in the Submission of 2022 Statistics**

The Presbytery of the James is well known in the Office of the General Assembly for promptly responding to their request for the annual statistical report. The clerks of session of the churches listed below began to enter their statistics in time to meet the deadline for reports to this meeting of presbytery. Thank you, clerks!

Aberdour	Ginter Park	Rockfish
All Souls	Grace Covenant	Salem
Amelia	Gregory Memorial	Salisbury
Amphill	Hebron	Sandston
Ashland	Hopewell First	Scottsville
Bethlehem	King's Chapel	South Hill
Blackstone	Kirk O'Cliff	South Plains
Blue Ridge	Laurel	Southminster
Bon Air	Madison	St. Andrews
Brandermill	Mattoax	St. James
Brett-Reed Memorial	Meadows	Swift Creek
Burkeville	Mechanicsville	Tabor
Byrd	Milden	Tappahannock
Campbell Memorial	Mitchells	The Presbyterian Church, Fredericksburg
Charlottesville First	Oak Grove	Three Chopt
Chester	Orange	Thyne Memorial
Concord	Petersburg Second	Tuckahoe
Cove	Praise the Lord	Waddell Memorial
Culpeper	Providence, Powhatan	Westminster, Charlottesville
Eastminster	Providence, Gum Spring	Westminster, Petersburg
Emporia First	Pryor Memorial	Woodlawn
Fairfield	Rennie Memorial	Woodville
First United	Richmond First	
Forest Hill	River Road	
Gayton Kirk	Rivermont	

Consent Agenda

Presbytery of the James, 113th Stated Meeting
Hybrid Westminster Richmond and Zoom Meeting
February 18, 2023

Any item on the Consent Agenda can be pulled for any reason. Simply make the request at the appropriate time and it will be placed under the appropriate committee report. If there are other nominees for the positions listed in the Consent Agenda, request that the particular election be pulled for nominations from the floor.

I. The Stated Clerk makes the following recommendation for the Consent Agenda:

A. That the minutes of the stated meeting on October 15, 2022 be approved.

Leadership Connections Team (LCT)

The Leadership Connections Team works to connect various ministries that work among, within, and for the congregations of the Presbytery of the James that are seeking to build leaders and leadership skills among individuals and congregations. The nine ministries we work with include Black Caucus, Collegiate Ministries, Community of Ministry and Worship, Older Adult Ministry, Presbyterian Women, Resource Center, Small Church, Stewardship, and Youth. These ministries could all be assisted with your support and prayers - and that of your congregation! Some have shared about their work in this report. More information about all of these ministries can be found on the presbytery website (www.presbyteryofthejames.com/ministries).

Natasha Taylor, Vice-Moderator

Community of Ministry and Worship

The Community of Ministry and Worship (CMW) is in its fifth year as a ministry of the Presbytery of the James and the Presbytery of Eastern Virginia. The cohort is composed of pastors who have recently graduated from seminary and who long to build upon the foundation of their theological education.

The current cohort is composed of eight pastors who have covenanted to meet for one year under the leadership of the Reverends Kate Fiedler and Gary Charles. In this period, members of the cohort read in the areas of biblical studies, preaching, worship leadership, spiritual direction, counseling, family systems theory, administration, and other areas as requested by members of the cohort. They meet monthly either in-person or via Zoom.

Please pray for the Community of Ministry and Worship, its facilitators, and its members as they grow in faith and understanding.

Kate Fiedler & Gary Charles

Older Adult Ministry

The Older Adult Ministry of Presbytery of the James came to a halt when COVID hit in 2020. Several events had been planned, including a spring retreat at Camp Hanover and a half-day workshop in May for small churches in the Tappahannock area featuring a variety of topics including the Five Wishes and end of life issues. Unfortunately, these events had to be cancelled.

Since 2020, Kelley Hope updated our POJ webpage on a regular basis, offering virtual workshops and retreats via POAMN (Presbyterian Older Adult Ministry Network). A lot of free information is available at POAMN.org. Hopefully, ministers and those working with older adults will utilize this valuable resource.

Prior to the pandemic, Rev. Carroll Londoner and Lillian Rhudy had been co-moderators for five years. Rev. Londoner was unable to continue in his leadership role, and Lillian was ready to pass the torch; however, there seemed to be limited interest from churches in moving forward.

Rev. George Whipple contacted Lillian in December 2022 and was most interested in helping to reactivate the OAM of POJ. A meeting was held on January 8, 2023 at the presbytery office at which Rev. Whipple, Executive Director of Camp Hanover Doug Walters, Presbyter for Congregational Life Barbara Chalfant, Evalyn Page, Lillian and Ralph Rhudy were present. A new member has been added to this planning committee for future meetings: Karen Scherling of Three Chopt Church.

Lillian presented a notebook with details of the Older Adult Ministry from the years 2015-2020. Rev. Whipple led a great discussion regarding where we had been and where we needed to go. It was noted that we need to update the resource page for the areas included in POJ. A Zoom meeting was scheduled for February 7, and there are tentative plans for a full-day retreat at Camp Hanover in the fall of 2023.

Lillian Rhudy

The Resource Center

Greetings, Friends, from The Resource Center! We are your resource connection, working in partnership with local theological schools and their libraries, as well as judicatories, local congregations, and affiliated organizations. Nearly 16,000 volumes await your exploration: a wide variety of curricula for all ages, books on Christian education, spiritual formation, and related topics in theology, media resources, art, artifacts, and so much more! Check out our newly updated searchable online catalog to explore the possibilities: www.resourcingchurches.com (there's a link at the bottom of the main page).

Our building, Kingsley Hall, is presently being renovated due to water damage from burst pipes during the extreme cold on Christmas eve. We will reopen to welcome you to drop in soon. In the meantime, we are still ready to help! Whether your congregation is meeting in person, virtually, or hybrid, the pandemic experience has caused congregations to rethink ministries and retool. The Resource Center can help! We provide a session of free consultation for Presbytery of the James member congregations to help explore options and plan strategic next steps. We welcome email requests to borrow resources (info@resourcingchurches.com)! We will even mail or deliver them (contactless if you prefer) in a day or two. If you're not sure what you need, send a note with contact information and we'll call you to help! We are here to be of service to congregations!

Lent is coming! We have resources to help!

Lent is a time when congregations frequently plan a special study or time of gathering. The Resource Center has dozens of options for Lenten studies, whether you prefer to read a book together, use a video series, or want to try something new. We will work with you to find and adapt tools and resources to design a strategy that are just right for your congregation! The Resource Center staff are just a phone call or email away!

A Plan for Ministry Going Forward

The next frontier of resourcing is electronic resources – eBooks, videos, and other tools. Christian publishers have been slow to adapt to these new delivery methods, but they are warming to the idea and producing more options in these areas. In partnership with the Samuel DeWitt Proctor School of Theology where we are physically located, The Resource Center will serve as the resourcing partner for their \$1 million Thriving Congregations grant from the Lilly Endowment. A small portion of the grant budget has been designated to acquire and provide resources in support of the grant's work both virtually in through traditional means. Our hope is that very soon you will be able to borrow an eBook or other resource from The Resource Center much like you do through your public library or an online bookseller. We keep innovating to serve you better with the thriving of your congregation as our first priority.

How to Get Involved

Every POJ congregation has a membership to The Resource Center provided through the POJ budget! You are invited to contact Dr. Denise Janssen, executive director, at 708.955.8913 (cell) or REVDLJ@att.net. Even when we can't gather, the staff of your Resource Center is here to help for consultation and resourcing virtually!

Small Church Ministry

The Small Church Ministry has been meeting regularly and is planning a retreat in March for pastors of small churches. Please reach out to Rev. Jim Moseley or Rev. Albert Connette if you are interested in participating. See the flyer below for more information.

Small Church Pastors Retreat

Thursday, March 2, 3:00 p.m. -
Friday, March 3, 3:00 p.m.

Roslyn Retreat Center
8727 River Road, Richmond



“Being a Small Church Pastor in Challenging Times”

Join other POJ small church pastors (churches with worship attendance of 100 or less) for a day of fellowship, creative reflection, worship, prayer and recreation.

Our time together will be led by a variety of small church savvy leaders. As we tell our stories and reflect upon our shared ministry, our prayer is that the Holy Spirit might bring us to a renewed understanding of what it means to serve God’s people in the small church setting.

The retreat is set at the lovely Roslyn Retreat Center above the James River. The \$100 fee includes Thursday evening dinner through lunch on Friday. Commuter fee is \$55 per person.

To register, visit www.presbyteryofthejames.com. The deadline to register is **Wednesday, February 8**. Only 20 places are available for this special event – sign up soon! Confirmation will be sent upon registration.

A Special Time of Renewal for Small Church Pastors!

Sponsored by the Small Church Group of the Presbytery of the James

For more information, call **Albert Connette at 434-962-0607**
or **Jim Moseley at 302-388-6246**

Tentative Schedule

<p>Sunday</p> <p>3 – 3:30 p.m.</p> <p>4:30 – 5:30 p.m.</p> <p>5:30 p.m.</p> <p>6:30 p.m.</p> <p>7 – 8:30 p.m.</p>	<p>Check-in begins. Enjoy! Relax! Informal Fellowship! Hike!</p> <p>Introducing Yourself</p> <p>Gather in Walker Lounge for Welcome</p> <p>Dinner</p> <p>Workshop Time</p>
<p>Monday</p> <p>8 – 8:45 a.m.</p> <p>9 – 9:15 a.m.</p> <p>9:30 – 10:45 a.m.</p> <p>10:45 – 10:55 a.m.</p> <p>10:55 a.m. – 12:30 p.m.</p> <p>12:30 p.m.</p> <p>1:15 – 2:40 p.m.</p> <p>2:45 – 3:00 p.m.</p>	<p>Breakfast</p> <p>Worship in the Chapel</p> <p>Workshop time</p> <p>Break</p> <p>Workshop time</p> <p>Lunch is served</p> <p>Workshop time</p> <p>Closing</p>

Mission and Service Team Report

While the pandemic and transitions of members have continued to hinder the activity of many of the ministry teams, there is, nonetheless, good news to report and opportunities for you and your congregation. Additionally, each of these ministries welcomes individuals who share a passion for these mission endeavors.

Mary Jane Winter, Moderator, Mission and Service Team (MAST)

World Mission Ministry



World Mission Ministry is excited to announce a joint partnership trip to **Guatemala** with Peaks Presbytery and our Presbyterian mission partner CEDEPCA, **April 17-24**. A special focus is building connections among pastors in both presbyteries as the team travels together, experiencing the rich opportunities for learning, renewal, and engagement with our partners there. A few places remain. Cost: \$1,950.00 Financial support is available. Contact Mary Jane Winter at mjwinter@comcast.net.

Self-Development of People Ministry

The Self-Development of People (SDOP) Ministry began 2022 with the goal of reaching out to ALL churches in the presbytery, to non-denominational churches, to non-profit groups, and to all community leaders working to reduce crime and poverty. Another goal was to identify ways to help the economically poor. While our goals included offering seminars and workshops, the many COVID-19 restrictions limited these in-person meetings.

SDOP Grant: Our 2022 goal to form partnerships with churches in the presbytery was a success. The SDOP Committee received a referral from the Rev. Dr. Gordon Mapes, pastor of Chester Presbyterian Church, to JOINING HANDS TO SUPPORT THOSE IN NEED. This organization submitted an application and received a grant from SDOP funding sources for \$6,000. The contact person was Mrs. Robin White.

Luncheon: The SDOP Ministry concluded their successful year with a luncheon on December 19 at the presbytery office with 23 people in attendance. SDOP grant recipients from 2013-2022 came to share how the SDOP grant had made an impact. The luncheon provided an opportunity for everyone, pastors in the presbytery, community leaders, non-profit groups and non-denominational churches, to share ideas, strategies, and celebrations. The luncheon was a wonderful success.

Special Thanks is extended from presbytery's SDOP Committee to the National Level SDOP Committee, the POJ's new presbyters, MAST Moderator Rev. Mary Jane Winter, and the presbytery staff for their valuable support in 2022.

Looking Ahead: The SDOP Committee is eager to work with all the churches in the presbytery and to continuing to form partnerships. These explorations can begin with one-on-one meetings, with seminars and workshops, breakfast meetings or meetings with a church's Mission or Outreach Committee. Be in touch with Lamar Lockhart, Moderator, at lamarala@yahoo.com.

Disaster Relief Ministry

The Disaster Relief Ministry sponsored a service trip with 13 people departing on October 22 for Little Gasparilla Island, a remote barrier island on the Gulf Coast of Florida near Fort Myers. After a 16 hour drive and a night in a motel, the group arrived at the marina and unloaded everything onto a fishing boat, and crossed the inlet to the island, which had no real streets, stores, offices, or anything-except 400 homes.

Many of these homes constituted the retirement investment of their owners who figured that since they were on the Gulf Coast, and not the Atlantic, they were safe and did not pay full insurance coverage. They were thus caught by surprise when hurricane Ian hit them with wind gusts over 200 mph. The ferocious winds blew in such a way with horizontal rain that it soaked the insulation and drywall in the homes.

The group was given rental cottages to stay in, many still with damage. Spokes of Hope, a disaster relief charity from South Carolina, provided tools and materials and much of the food. The team took on 3 homes to repair. They removed wet insulation and drywall, treated for mold, then replaced and finished the drywall so it would be ready to paint.

In addition to Brown Pearson of Southminster Church, Wade Palmore of Genito Church and Ken Brammer also of Southminster served as project leaders. It was an outstanding group, with enough

seniors for the average age to be 65+. At the end of the week, the group was able “to look at our achievements with pride, knowing we had helped move the island forward a bit toward much needed recovery.” A January date was set for our next trip, and then the group headed home.

Brown Pearson, Moderator

Hunger Ministry

The Hunger Fund of the Presbytery of the James receives designated gifts from churches, largely from the Cents-ability (formerly 5 Cents a Meal) offering, but also from the mission budget of congregations, especially those who no longer receive the Cents-ability offering. This is a critical ministry.

Grants are made to address hunger and its causes. Many grants are within this presbytery, including new efforts that are meeting the increasing need, such as the food pantry begun by All Nations (formerly AFREIM) and the food pantry at the Sacred Heart Center. Both of these serve 200 or more every week.

In addition, grants go to international partners, such as FONDAMA in Haiti helping farmers or CEDEPCA in Guatemala providing chickens and seeds to women, and to those advocating for better policies like Bread for the World, as well as to the Presbyterian Hunger Program addressing hunger worldwide, including places with urgent need like Ukraine.

The funds for these grants do not come from the presbytery’s budget. They come from you, from the churches in this presbytery. If you are not giving to this critical ministry to address hunger and its causes, both for the neighbor close at hand and for the neighbor further away, please make a plan to do so in 2023.

New Church Development and Ministry

A new ministry group is forming to encourage and support the new congregations that are emerging, especially among our immigrant populations, and other new outreach efforts offering worship and building community. Would you be willing to serve on this ministry team? Contact the presbytery office! This is an exciting opportunity where God is at work.

Public Policy Witness

The Charlottesville Coalition for Gun Violence Prevention traveled to Richmond, Virginia on January 16, 2023, Martin Luther King, Jr. Day. We went to Richmond, as we do every year, to participate in a rally/vigil with other like-minded people from across our Commonwealth. But more than that. Besides holding placards, listening to moving speakers, and offering prayers for gun violence victims, we also talked to legislators or their aides who are there for the General Assembly. These past five years, we have secured enough money to rent a bus to take us to the State Capitol. The bus allows maximum participation among Charlottesville residents. This year, because of the tragic shooting of three UVA football players, there was a new urgency among us. UVA students joined with us to make our will heard and known in Richmond.

Gay Lee Einstein, moderator

Camp Hanover, Inc. Report to the Presbytery of the James – February 2023

It is easy to think of Camp Hanover as the place to be in the summer, but as summer fades into fall and fall into winter, activity at Camp Hanover continued to remain steady and strong this year. Fall remained active with outdoor ministry, facility improvement projects, as well as several development opportunities for Camp Hanover staff.

This year, we have been blessed to see the Camp Hanover After School Explorers program (CHASE) continue to grow -- through increased enrollment and children learning and growing through their participation in the program. CHASE is an on-site, after-school program that provides daily after school care for children from two local elementary schools. Students in CHASE have the opportunity to get outside each day at Camp Hanover to discover, play, and just be kids! Their afternoon includes homework time, child-centered nature lessons, daily devotions, and continues to follow Camp's small group structure.

With many thanks Tuckahoe Presbyterian Church for their financial support, renovations have been completed to a structure formerly known as Kirkwood 3. Originally constructed as a simple screened shelter on a bare concrete slab, the newly-named structure has been transformed into comfortable, year-round housing for long term Mission Volunteers. Renovations were completed in January and the current MVP team has now made the Mission Volunteer House their home. The Mission Volunteer Program is an intentional community of young adults who commit to 10 months to a year or more of volunteer service at Camp Hanover, and participate in sabbath practices, discipleship and personal development activities as they discern where God is calling them next in their journey through life. The Mission Volunteer House can house up to 8 MVPs and features beautiful wood floors, energy efficient heating and cooling, LED lighting, internet access, a shared common area, sleeping quarters, a small kitchen, and laundry facilities.

Progress on facility improvements continue with renovations to the interior of Wise Cabins 2 & 3. We anticipate these will be complete this spring and provide better accessibility and updated facilities for our guests.

While COVID remains a concern, we have begun to see an upward trend in people being more comfortable gathering together and spending time at Camp. Retreat and group activities have not reached pre-pandemic levels, but group reservations increased this fall compared to the last two years. In addition, after several years of both pandemic and weather interruptions, we hosted two nights of Hanover Christmas and a three-day Winter Camp in December.

Plans for Summer Camp 2023 are well underway. We are excited and eagerly looking forward to welcoming approximately 600 children and youth who will get to spend time at Camp Hanover this summer. Please pray for our summer staff, the campers, and parents, that God will transform the lives of all those who come to make Camp Hanover their home-away-from-home this summer.

Summer Registration is now open online at <http://www.camphanover.org/register> and we are excited about what the summer of camp ministry will hold this season. The 2023 season will include eight weeks of on-site day camp and overnight camp sessions for children and youth entering first through twelfth grades.

Camp Hanover is fortunate to have great leadership. We celebrated Executive Director Doug Walters's completion of 10 years of service with Camp Hanover in October 2022. The Camp Board continues to be grateful for his creative leadership, boundless energy and endless dedication to

Camp. His leadership is recognized throughout Presbyterian camp ministry. In November, Doug was elected to serve as President-elect on the Presbyterian Church Camp and Conference Association (PCCCA) Board of Directors. In December, Camp Hanover was recognized by the Presbytery Mission Agency through the Office of Camp and Conference Ministry as an innovative and influential ministry with significant impact, and selected to participate in the 2023 “Center of Excellence” forum. The forum was held in January at Stony Point Center in New York. Doug and several Camp Hanover Board members were invited to gather with a small group of other leaders serving in outdoor ministries across the denomination, for conversations focusing on current trends in camp and retreat ministry and how the Matthew 25 movement of the Presbyterian Mission Agency might be applied in camp and retreat settings. Doug is currently on a long-overdue sabbatical and will return to Camp Hanover in early May.

The Board of Directors continues to guide the Camp through its strategic plan, and will focus on succession planning this fall. Accordingly, the Board of Directors elected officers in December 2022 to serve Camp Hanover, Inc. through August 2023 including Board President Jennifer Gwyn, President-Elect John Richardson Lauve, Vice President Robert Fidler (The Presbyterian Church – Fredericksburg), Secretary Kate Fiedler (Second Presbyterian), and Treasurer Everett Reveley (Grace Covenant).

We invite you to join us in our ministry as we strive to fulfill the mission and vision adopted one year ago:

Our mission is to create inclusive community, inspire each other to live in God’s love, and equip all people to live out God’s call.

Our vision is a world where all people know God’s love and embrace beloved community.

We look forward to the many opportunities we have together to share Camp with others:

- **We’re Hiring:** We are looking to hire the very best people for our resident camps, day camp programs, and food service staff. If you know a young person looking for a rewarding summer experience, please refer them to Camp Hanover! Visit <https://www.camphanover.org/work-at-camp/> for more information.
- **Summer Camp Registration is NOW OPEN:** Share the Summer Camp registration materials with your congregation and invite children and youth to experience community at Camp. Summer Camp materials were mailed to churches in late January.
- **Attend Camp Hanover Fun Day:** Join us and invite a friend to attend our annual Camp Hanover Fun Day on Sunday, April 30th.
- **Invite us to Share Camp Hanover with Your Congregation:** We want more people to experience the power of Camp. We would love an opportunity to meet with your mission committee, Session, provide a guest speaker for church events or Pulpit Supply.
- **Help us prepare for summer:** We have identified hundreds of volunteer projects to continue to refurbish and improve Camp Hanover facilities, assist with mailings and more. If you’re interested in giving your time and talent to complete or lead a project, please contact the camp office.
- **Sponsor a Mission Volunteer:** Help us expand and provide additional mission volunteer positions to one of several young adults currently on our waiting list. A sponsorship of \$8,250 opens an opportunity to add a mission volunteer to the program and positively impact the life of a young adult who has chosen to serve others as they explore the next steps in their life journey.

Jennifer R. Gwyn
President of the Board of Directors, Camp Hanover, Inc.,

Report of the Commission on Ministry

Presbytery of the James

February 18, 2023

(Meetings of October, November, December 2022, January 2023)

I. The Commission Reports the Following Actions:

A. Received ministers into the presbytery:

1. Rev. Gary Hatter transferring from the Presbytery of Northern New England, be received as a member at large (pp. 21-22).
2. Rev. Jason Leonard transferring from Presbytery of the Pines, be received to serve as covenant pastor of Blackstone Church (pp. 23-24).
3. Rev. Michael Watson transferring from Presbytery of Greater Atlanta, be received to serve as covenant pastor of Fairfield Church, Mechanicsville (pp. 24-25).
4. Rev. Kimberly Harper Coyle from Trinity Presbytery, be received to serve as chaplain at Bon Secours Mercy Health, St. Francis Medical Center (pp.20-21).

B. Dismissed ministers to other presbyteries:

1. Rev. Michael Clang to Presbytery of Utah.
2. Rev. Jaechul Pi to Presbytery of Eastern Virginia.
3. Rev. Joel Blunk to Shenandoah Presbytery.

C. Approved Terms of Call or Contract for Incoming Pastoral Relationships:

1. Rev. Michael Watson and Fairfield for Associate Pastor.
2. Rev. Jason Leonard and Blackstone for covenant pastor. .

D. Approved change to Terms of Call:

1. Rev. Sarah Schutte and Milford Church

E. Approved Covenant Pastor 1 agreements (up to six months):

1. Rev. Kerra English and Ashland 9/1/2022 – 8/31/2023.
2. Rev. Carson Rhyne and Petersburg Second, 1/1/2023 – 3/31/2023.
3. Rev. James C. Kniseley and King's Chapel, 1/1/2023 – 6/30/2023.
4. Rev. John Grotz and Kirk O'Cliff, 1/1/2023 – 6/30/2023.
5. Rev. Gary Hatter and Meadows, 11/15/2022 – 5/14/2023.
6. Rev. Donald Denton and Rennie Memorial, 1/1/2023 – 6/30/2023.
7. Rev. Daniel Hale and Rivermont, 1/1/2023 – 6/30/2023.
8. Rev. Carson Rhyne and Tuckahoe, 12/1/2022 – 5/31/2023.
9. Rev. Ed Kross and Amphthill, 12/1/2022 – 5/31/2023.
10. Rev. Denny Burnette and Orange, 11/21/2022 – 5/20/2023.
11. Rev. Ulysses Payne and Westminster, Petersburg, 12/28/2022 – 6/27/2023.
12. Rev. Mark James Grussendorf and Salem, 2/1/2023 – 7/31/23.

F. Approved Covenant Pastor 2 agreements (up to twelve months):

1. Rev. Aaron Houghton and Forest Hill 1/1/2023 - 12/31/2023.
2. Rev. Thomas Coye and Milden 11/1/2022 – 10/31/2023.
3. Rev. Cindy Kissel-Ito and Providence Forge 8/28/2022 – 2/28/2023.
4. Rev. Nancy Clark and St. Andrews 11/14/2022 – 11/13/2023.
5. Rev. Rachel Sutphin and Charlottesville First, 9/1/2022 – 8/31/2023.
6. Rev. Jeff Butler and Woodlawn, 1/1/2023 – 12/31/2023.

7. Rev. Mary Newbern-Williams and First United, 11/1/2022 – 10/31/2023.
8. Rev. Karen Stanley and Brett-Reed, 1/1/2023 – 12/31/2023.
9. Rev. Calvin H. Sydnor, IV and Grace Covenant 12/1/2022 - 11/30/2023.
10. Rev. Joanna Sydnor and Grace Covenant 12/1/2022 – 11/30/2023.
11. Rev. Kelly Kaufman and Olivet, 1/15/2023 – 1/14/2024.

G. Approved commission to ordain and/or install:

1. To install Rev. Joshua Andrzejewski as Associate Pastor for Spiritual Development at Richmond First, 11/6/2022.
2. To install Rev. Karen Allamon as Pastor of Madison Church, 11/13/2022.
3. To ordain Candidate Leigh Anne Ring as Minister of the Word and Sacrament, to serve the Presbytery of the James as Presbyter for Relational Care, 11/20/2022.
4. To commission Ruling Elder Scott Jackson to pastoral service at Hawkins Memorial, 2/26/2023.

H. Approved Parish Associate covenant:

1. Rev. Louis Andrews and Olivet, 1/15/2023 – 1/14/2024.
2. Rev. Dale Dealtrey and Olivet, 1/15/2023 – 1/14/2024.

I. Approved Interim Pastor/ Associate Pastor agreements:

1. Rev. Rosalind Banbury and Bethlehem 9/1/2022 – 2/28/2023.
2. Rev. Jewell-Ann Parton and Westminster Charlottesville, 12/5/2022 – 12/4/2023.

J. Approved Commissioned Pastors agreement:

1. Ruling Elder Scott Jackson (Bott Memorial) to be commissioned to serve at Hawkins Memorial Church (pp. 22-23).

K. Approved member at large status:

1. Rev. Stephen Hitchcock (ended service at the Haven)
2. Rev. Gay Lee Einstein (ended service at Madison Church)
3. Rev. Michelle Abel, work has ended at The Presbyterian Church, Fredericksburg.
4. Rev. Brint Keyes, work has ended at Tuckahoe.
5. Rev. Shannon Waite Hendricks, work has ended at Fairfield.
6. Rev. Sandra Shaner, work has ended at Fairfield.
7. Rev. Arch Wallace, work has ended at Petersburg Second

M. Appointed session moderators

1. Rev. Joseph Taber at Orange.
2. Rev. Calvin Sydnor at Westminster, Richmond.
3. Ruling Elder Bruce Harvey at Tuckahoe, 10/19/2022 (G-3.0104).
4. Ruling Elder Barbara Chalfant, as needed.
5. Rev. Leigh Anne Ring at Burkeville.
6. Rev. George Whipple at Concord, 1/1/2023.

N. Arranged exit interviews:

1. Rev. Brint Keyes and Tuckahoe.
2. Rev. Arch Wallace and Petersburg Second.

O. Approved persons preaching in a congregation more than three times in 90 days:

1. Rev. Starke Cauthorn at Hopewell First.

2. Rev. Jess Cook at Westminster, Richmond.
3. Rev. Peter Hawisher-Faul and Rev. Denise Hall, Byrd.
4. Rev. Sandra Collins, Burkeville.

P. Approved persons to be added to the pulpit supply list

1. Rev. Liz Forney

Q. Approved actions:

1. CPR to begin work on a grant application for money to support the implementation of the spiritual parish.

R. Approved documents to help churches:

1. A Last Gift for My Loved Ones, document to supplement funeral planning.

S. Reports for information:

1. That COM's report to presbytery include only the statement of faith from the new ministers' PIFs in order to protect personal information.
2. That COM appointed a listening team to work with a church.

II. Consent Agenda Recommendations: None

III. The Commission Recommends:

- A. That Section Five, Subsection D.4. of the POJ Manual of Administrative Operations, "Commission on Ministry," be amended in the sentence, "It shall consist of a ruling elder and a teaching elder from each nominating region, a moderator and vice moderator, and as many as ~~two~~ **seven** ruling elders and ~~two~~ **seven** teaching elders serving as members-at-large." (If adopted the commission would be comprised of 28 members.)
- B. That the Minimum Compensation Guidelines for 2023 be amended to include the following percentage for dues paid to the Board of Pensions: Pension, 39%, subject to minimums and maximums.

Kimberly Harper Coyle

Rev. Coyle has been received from Trinity Presbytery and is serving as chaplain at Bon Secours Mercy Health, St. Francis Medical Center.

Statement of Faith

I believe in the one true God who created the world and all that is in it. Because of God's great love for us, we respond with the highest reverence, obedience, and love. God exists in three persons: God the Father, he, *Elohim*, God the Son, Jesus Christ, and God the Holy Spirit, she, *Ruah*, all in one being. It is to God that we belong, in life, and in death.

I believe Jesus Christ is the son of God. Because of God's great love for us, God in the fullness of time became man, to reconcile the world to himself: Jesus, God on Earth, fully God and fully human, living a sinless life. Jesus proclaimed the Kingdom of God; he preached good news to the downtrodden, ate with outcasts and sinners, bound the brokenhearted, healed the sick, and called us to be servants of God. He blessed the children and held them up as an example of who will inherit

God's Kingdom. Because of his complete obedience to God, Jesus fell into conflict with his people. He was unjustly crucified for the redemption of our sins, was resurrected, breaking the power of sin, and appeared before his disciples, the totality of which brings us into right relationship with God. God's reconciling act through Jesus Christ has been described in many ways to convey the depth of God's love for us, and yet it is a mystery. Jesus Christ our Savior lives and reigns over all of creation with God the Father.

I believe in the Holy Spirit. She comforts us, bestows spiritual gifts, enlightens us in worship and service, calls us to ministries in the church and helps us grow in Christian character. The Spirit claims us in baptism, marking us as God's own; proclaiming God's initiative in loving us first; demonstrating God's love is a gift, where he calls us by name; joining us to the community of faith across time and across the globe. Through the Spirit, we meet the Risen Christ in the breaking of the bread. As we take the bread and the wine, we take in Jesus, our spiritual food. Just as food brings us nutrients that become our bones and tissues, Christ becomes part of us. This process is iterative and feeds us for eternity. Through the Spirit, we are united with Christ and each other until we sit at the great messianic table set for all of humanity.

I believe the church is the Body of Christ, called together through the Spirit to work and serve our neighbors, to work for reconciliation and against injustice and oppression, following the example Jesus set for us: We work for the common good of all people, being sensitive to their suffering, recognizing man's inhumanity to man and our own complicity in injustice. And yet, we have hope. Through the Risen Christ, we know God's promise of new life and have hope in a new creation. As the church lives and serves, we confess Jesus Christ as Lord.

Through the Spirit, we are called to discipleship. In response to God's great love for us, we use our talents in God's service. God has called me to bear witness to God in the world. By faith, I bear witness to the power of God and the Risen Christ in our midst, grounded in the affirmation that this is God's world and that we are in God's care. As a chaplain, I proclaim a God who loves, listens, comforts, heals, and guides. Wherever I serve, I am on holy ground, knowing that she goes before me.

Gary Chappell Hatter

Rev. Hatter has been received from the Presbytery of Northern New England and is serving as Covenant Pastor 1 at Meadows Church.

Statement of Faith

I believe and trust in God as creator, sustainer and sovereign Lord of all; whose providence is all-sufficient and whose promises are all-encompassing; whose mysteries are many, but whose love is infinite, clear and present; whose enduring covenant of steadfast lovingkindness for us reflects the relational perfection of the Trinity.

I believe and trust in Christ Jesus as the Living Word of God; whose Incarnation is the ultimate expression and enactment of divine love, initiating God's inbreaking kingdom that His return will fulfill; in whose life and ministry we have Exemplar and Guide; in whose death and resurrection we have Redeemer and Savior; who conquered sin and death to set us free for life abundant and eternal, in God's kingdom that is already and not yet.

I believe and trust in the Holy Spirit as the eternal presence of God at work in the world; who illumines the Word read and proclaimed; who convicts, inspires, enlivens and emboldens us in loving service

for God and neighbor; by whom our Baptism and Lord's Supper are sign and seal of the covenant of grace in Christ; who enables us to live into and further the inbreaking of God's beloved community.

I believe humankind is created in God's image and likeness, but prone to sin that separates us from God and others; claimed as children in covenant relationship, named as heirs to God's kingdom; charged by God to serve as caretakers of creation and caregivers for one another as sisters and brothers.

I believe Christians are sinners saved by God's grace in Christ; called as followers of Jesus to worship and serve God; united and transformed as a priesthood of all believers to see and serve humankind as God's new creation; commanded to love God in all we are and do, and to love all others as ourselves; ambassadors of reconciliation for the world, sent with keen concern for the least, lost and last of our neighbors, siblings in God's love.

I believe the church is the body of Christ, God's gift to humankind; a gathering of believers and all who need God's love, established by the presence of Christ in Word and Sacrament; timekeeper for our lives, setting as yearlong standard the Advent foci of peace, hope, joy and love; an oasis of Gospel sustenance, nurturing and sustaining us by the Living Water of God's Word; a means of sharing God's provision for mortal needs and God's promises for eternal souls.

I believe the Bible is God's most reliable revelation, foretelling and fulfilling the story of divine inbreaking; a guide for prayerful stewardship of our personal, interpersonal, societal and global wellbeing, with diligent concern for a greater good and vigilant care for those in greatest need; a wellspring of encouragement and hope, comfort and joy, with the ultimate assurance of God's saving grace in our Risen Lord.

I believe I am called to ministry of Word and Sacrament, to further God's redemptive, reconciling work in the world by serving God's people with energy, intelligence, imagination and love.

John Scott Jackson

Ruling Elder Jackson is a member of Bott Memorial Presbyterian Church and will be commissioned serve as Commissioned Pastor at Hawkins Memorial Presbyterian Church.

Statement of Faith

- 1) I believe in God the Father, Jesus the Son, and in the Holy Spirit, being a triune God who is creator, redeemer, and sustainer, the God of spirit, flesh, and inspiration.
- 2) I believe God, the Father, created the universe and all that it is good in it. I believe that God created humanity in His image, and His plans for us are infinitely good and wise.
- 3) I believe Jesus was the Only Son of God, and He was sent into this world to lead lost peoples to the Kingdom of God. I believe Jesus is the Head of the universal Church. (Colossians 1:17-18a, Ephesians 1:22). Jesus preached salvation (John 3:16-21) to show God's love for us sinners. I believe Jesus' teaching of a specificity of the life after – one spent eternally with God the Father, Jesus his son, and the Holy Spirit.
- 4) I believe in the Holy Spirit as the influencer and motivator in the life of believers. The Holy Spirit as documented in Galatians 5:22-23 is the giver of the gifts of love, joy, peace, patience, kindness, generosity, and faithfulness, gentleness, and self-control. The Holy Spirit inspires us to live a more holy and thoughtful life using these gifts of the spirit.

- 5) I believe in the corrupting power of sin and its ability to separate us from God and one another. I believe that Jesus Christ has died and been resurrected for the forgiveness of sin and to reconcile us to God and one another by grace.
- 6) I believe in the two Sacraments instituted by Jesus, Baptism and The Lord's Supper. These sacraments are outwardly visible signs of inward invisible grace (BOC 7.273).
- 7) The sacrament of Baptism shows that all people can be forgiven of their sins and adopted into the family of God. It is a visible sign of an invisible grace. Just as Baptismal water does not change into the blood of Christ, and does not itself wash away sin, but is simply a divine sign and assurance of these things. (BOC 4.078).
- 8) The Sacrament of the Lord's Supper is an act that brings all believers together. I believe the bread and wine, while not becoming the actual physical body and blood of Christ, are symbolic of a world-wide communion of believers. Jesus (Luke 22:15) "... said to them, 'I have eagerly desired to eat this Passover with you before I suffer'". We do not invite Jesus to be the guest at this meal; Jesus Himself invites us to His table. Indeed, he does not limit who can be at His table. His table is for us, the believers, the broken, the sinful. He calls us to eat our fill and to drink our fill of his overflowing grace.
- 9) I believe the Church is the Body of Christ in the world today. It is called the body of Christ because the faithful are living members of Christ under Christ the Head. (BOC 5.130, 5.131)
- 1) I believe Scripture is the unique and authoritative word, inspired by God's revelations to humanity. I believe that through Scripture the nature and will of God is revealed to us (BOC 9.27).

William Jason Leonard

Rev. Leonard has been received from the Presbytery of the Pines and is serving as Covenant Pastor 2 at Blackstone Church.

Statement of Faith

Scripture is the Word of God to humans in written form. Scripture's authority derives from God. Holy Scripture is God's unique and authoritative witness to Jesus Christ and God's word to me. It is trustworthy and reliable in its witness. Scripture reveals to us God's will for the world. God is triune. God is the Father of our Lord Jesus Christ. God is the eternal and sovereign Creator of the world. God is sufficient in himself and as a miracle of grace created humans for his good pleasure and in accordance with his will. In order to redeem humans from the blight of sin, in an act of freely-bestowed grace, God sent his one and only Son, Jesus Christ, both fully God and fully human, to defeat sin and restore humanity to a proper relationship with God. The Holy Spirit is God's Spirit at work in the world, sent forth from the Father and the Son. The Spirit imparts and calls forth faith from our hearts. We come to understand the Bible as the written Word of God through the testimony of the Holy Spirit. The Spirit transforms us into the image of Christ. Sacraments of the church are baptism and Lord's Supper. Both sacraments are signs and seals of the covenant. In baptism, infants and adults, participate in Christ's death and resurrection. Baptism is a sign of Christ's mediation for us. Baptism proclaims to us that we are saved by the unconditional grace of Christ; that we have been bought by the blood of Christ who has set his seal of ownership upon us. Baptism constitutes the

divinely ordained witness that we are no longer our own but belong to Jesus Christ our Lord and Redeemer. The Lord's Supper is a sacrament in which Christ continues to mediate for us by his grace until the time when he will come again to judge the quick and the dead. The Lord's Supper represents Christ's spiritual presence with us and is spiritual nourishment for the people of God. The Church is the body of Christ, the people of God gathered together in worship and ministry for the sake of the world. Our lives as the peculiar people of God are meant to be a response to the grace in which we now stand. We live out this calling as the church when our entire lives serve as testimony to the power and presence of Jesus Christ, whom alone we worship and serve. I believe grace, God's free gift to humanity, is indispensable to a living and understanding of the Christian life. It is by grace that we are saved through Jesus Christ, the Son, because of this grace that we live, and from God's grace that we are meant to respond to God's love for the world. The gracious call of God in Christ, "Follow me" demands that we live out God's call on our lives for the sake of the world. The church participates in God's mission for the world. The church is sent out into the world to make disciples and obey his commands.

Michael Christopher Watson

Rev. Watson has been received from the Greater Atlanta Presbytery and has been called as the Associate Pastor of Fairfield Church.

Statement of Faith – Michael Watson

A dancing, dynamic, three-in-one, God reveals Godself to us in many ways, in many times and places.

God is the creator and sustainer of all life, who intimately breathed all life into being and continues to sustain us. We experience God as a loving parent, nurturing presence, and strong provider. God reveals God's self to a broken world as both a companion in our struggle and a source of strength and victory.

God is salvation through Jesus Christ. We are a broken people, unable to live up to our full potential as children of God by our own merit. God in Christ dwells in this space, sending God's self through the person of Jesus Christ, that all people would be saved from sin and united with God. Salvation is a beautiful mystery that demands our attention on the present and confidence in God's provision for our future.

Following Christ means loving, caring, and advocating for those rejected by the world, actively embracing all people with the love demonstrated in and through Christ. We are compelled to live lives of grateful obedience, embodying Christ's commandment to "love God and love neighbor," sharing the gospel through word and deed in response to God's gift of grace.

God is the empowering Holy Spirit, which spoke to the early church at Pentecost, and speaks to the church now. The Holy Spirit enlivens all who gather in God's name. The Holy Spirit gives us the words, confidence, and ability to go forth, bearing the transformative and freeing message of the gospel.

We encounter God through the Sacraments, signs and seals of God's grace upon our lives. Communion is a feast acknowledging God's embodiment in humanity and God's bounteous grace, freely given to all people. Baptism is God's mark upon our lives as God's own children. We baptize all, young and old, in the presence of a gathered church community to mark God's grace upon their lives and the promise of the community to love and guide them.

The Holy Scriptures are God inspired testimony, understood most fully through the person of Jesus Christ, Word made flesh. The Bible is written by humans, telling the story of God's continued presence in humanity. The truth of Scripture finds us as words become alive through study, proclamation, and conversation. Scripture becomes an authority and guide for us through the

confessions of our church, as we proclaim how communities declared God’s truth throughout history and in our present.

The church is the outward, expression of God’s love on earth. As a gathered community, the church worships together, loves one another, and stands as witness of Christ’s love in community and demand for justice in the world. The church is guided by the testimony of Christians over time as the Holy Spirit continually speaks to the church and guides it according to God’s ultimate plan.

We live in God’s commonwealth between times. Christ lived, died, and rose again to accomplish salvation, yet we await the final victory of Christ’s return when all will be made whole again. Confident in God’s victory, we live our faith actively in the present, as Christ works in and through us.

Report of the Committee on Preparation for Ministry

PRESBYTERY OF THE JAMES

January 25, 2022

Meeting in January, 2023

I. The committee reports the following for information:

- A. Of the 12 persons under care on January 25, 2022, 8 are inquirers, and 4 are candidates. Of the candidates, 1 is ready to be examined for ordination pending a call.
- B. Ordination: Candidate Leigh Anne Ring, Nov 20, 2022.

II. The committee reports the following actions:

- A. Appointed liaisons: for Inquirer Kendall Cox, Rev. Sandra Goehring; for Inquirer Megan McWilliams, Rev. Robert Johnson; for Inquirer Wendy Steeves, Rev. Carla Pratt Keyes; for Candidate Cassandra Taylor, Chad Wayner; for Inquirer Natasha Taylor, Rev. David Frost.
- B. Approved on the basis of an annual consultation the continuation in the preparation process: Inquirer Hannah Miller (Richmond First).

III. The committee makes the following recommendations in the Consent Agenda: [None]

IV. The committee makes the following recommendation:

- A. That presbytery examine Inquirer Hannah Miller (Richmond First) for candidacy for the ordered ministry of the Word and Sacrament.

When inquirers seek to become candidates, the presbytery examines them in person with respect to their Christian faith and experience of God’s grace, their sense of call and motives for seeking the ministry, and forms of Christian service undertaken.

Report of the Committee on Nominations

February 2023

Recommendations

1. The Presbytery elects the below slate of nominees.

Unless otherwise indicated, these nominees are in the first term of service.

Commission on Ministry

Moderator- Seth Lovell, MWS, Olivet, class of 2024 (2nd term), region: MAL

Vice- Moderator- Kelly-Ann Rayle, MWS, River Road, class of 2025, region: MAL
Joanna Sydnor, MWS, Grace Covenant, class of 2023, region: D
Donna Powell, RE, First United, class of 2023, region: D
Glenna Finnicum, RE, Ginter Park, class of 2023 (2nd term), region: MAL

Mission Council/ POJ Trustees

Kerry Foster, MWS, Amelia, class of 2025, region: F
Dan Jordanger, RE, Providence, class of 2024, region: A

Synod Commissioner

Katherine Jackson, MWS, Bott Memorial, class of 2025, region: MAL

Opportunities for Service

Friends, there are vacancies aplenty across the presbytery. If you feel the wiggle of the Holy Spirit bubbling up in your bones (or tickling your skin... Spirit moves differently for different folks), reach out with an open heart. Contact Walter Canter, canterjw@gmail.com, the moderator of CON, to indicate your interest in serving.

In addition to these *elected* positions, POJ members may serve on Ministry Groups. Please visit <https://www.presbyteryofthejames.com/ministries/> and directly contact a Ministry Group of your choice.

Walter Canter
Committee on Nominations Moderator

**Committee on Representation Report to Presbytery of the James
February 18, 2023**

The Committee on Representation met on November 8, 2022 by Zoom. Committee Members Tessa Schuman and Marjorie Clark were joined by Rev. Franklin Reding and Presbyter Barbara Chalfant in the committee's work.

The team discussed the possibility of expanding the Commission on Ministry with additional membership. Rev. Reding noted that COM wants to increase the number of its members so that COM members can liaise with each church in the presbytery. Adding additional members will allow this liaison responsibility to be shared with many hands, as well as increasing potential for fruitful relationships. Naming these new individuals from across the Presbytery as 'at large' members could potentially increase participation from minority individuals. Many of the POJ minority member churches are located in only a few regions, so limiting membership by region may limit minority representation. If new COM membership were At Large, minority members may be induced to serve even if their region already has a representative. The committee welcomes nominations of individuals to serve in this capacity; contact TessaSchuman@gmail.com for details.

Tessa Schuman
Committee on Representation Moderator

Mission Council
Report to February 18, 2023 Stated Meeting of the POJ
November 16, 2022, January 18 and 23, 2023 meetings

The Mission Council reports this information:

1. Reviewed evaluation results from October stated meeting, and reached out to other congregations to serve as host locations and/or host volunteers.
2. Presbytery harassment policy to be revised with language consistent with current structure and plan for procedure to handle violation situations.
3. The Personnel Policy and Procedures document has been amended to conform to current staffing model.
4. Formed a task force to revise POJ Manual of Administrative Operations (motion to be presented at the 2/18/23 presbytery meeting).
5. Planned for vote on Book of Order amendments generated by the 225th General Assembly.
6. Discussed oversight for New Worshiping Communities.
7. An update was presented by the Trinity Church Administrative Commission.
8. The 2022 Budget to Actual December 2022 financial report which is found on (pp. 28-32).

The Mission Council reports taking the following actions:

1. Approved closing the POJ office for the holidays from December 23, 2022 through January 2, 2023.
2. Approved T.E. Tom Coye and R.E. Jen Rowe (Fredericksburg) serve on the Personnel Committee as the class of 2025.
3. Approved Assistant to the Stated Clerk position to continue ‘as is’ through June 30, 2023. As of July 1, 2023, the position will be changed to a contract position of up to 10 hours per week as needed.
4. Approved Personnel Committee to work with the Synod of the Mid-Atlantic to consider a transition of the Finance/Accounting Consultant position from a contract position to an employee position.
5. Approved including in the proposed 2023 budget a 6% increase in the compensation rate for certain employees of the Presbytery.
6. Approved adding dental coverage for all covered POJ employees. The presbytery will pay only for the employee’s coverage.
7. Approved the concept of a Leadership Innovation Team to look at the current committee, team, and commission structure of the presbytery and suggest a plan that better aligns with the new staffing model created by the Strategic Planning Team (motion to be presented at the 2/18/23 presbytery meeting).
8. Approved entering into a lease agreement for a copier/printer for the POJ office.
9. Approved Westminster Church, Richmond, as the physical location of the hybrid February 18, 2023 Stated Meeting.
10. Approved a called meeting to vote on the Book of Order amendments to be held virtually prior to PC(USA)’s reporting deadline of July 9, 2023.

The Mission Council makes the following consent agenda recommendations: none

The Mission Council makes the following recommendations:

1. That the agenda for the February 18, 2023 stated meeting be approved.
2. That the revisions to the POJ Manual of Administrative Operations be approved (pp. 33-58).
3. That the presbytery approve the Mission Council’s creation of a Leadership Innovation Team (p. 59).
4. That the proposed 2023 Budget be adopted (pp. 59-64).

**PRESBYTERY OF THE JAMES
BUDGET TO ACTUAL
As of December 31, 2022**

PRELIMINARY

DESCRIPTIONS	2022			%
	Jan - Dec	Budget	Variance	Budget Variance
<u>SOURCES OF FUNDS</u>				
<u>Congregational Intentions -</u>				
Undesignated Support (POJ, Synod Per Capita, and G.A.)	533,646.51	615,000.00	-81,353.49	86.8%
Designated Giving to POJ Only	29,871.96	29,100.00	771.96	102.7%
Per Capita \$1.15 for Synod; \$8.98 for G.A.)	17,307.46	13,387.00	3,920.46	129.3%
Designated Giving to Validated Missions thru G.A.	29,583.04	29,100.00	483.04	101.7%
sub-total	610,408.97	686,587.00	-76,178.03	88.9%
<u>Checking Account Interest</u>	46.93	18.00	28.93	260.7%
<u>Other income</u>	6,040.00	6,100.00	-60.00	99.0%
TOTAL - SOURCES OF FUNDS	616,495.90	692,705.00	-76,209.10	3.60
<u>USES OF FUNDS</u>				
<u>Synod and General Assembly</u>				
Synod Per Capita	19,126.00	19,126.00	0.00	100.0%
GA Per Capita	149,346.38	153,729.00	-4,382.62	97.1%
GA Shared Mission Support	23,101.12	29,100.00	-5,998.88	79.4%
Synod & GA/total	191,573.50	201,955.00	-10,381.50	94.9%
<u>Constitutional Committees</u>				
<u>Committee on Representations (Constitutional Comm.)</u>				
COR - /Administration for Committee	0.00	0.00	0.00	
<u>Committee on Nominations (Constitutional Comm.)</u>				
CON - Administration for Committee		500.00	-500.00	0.0%
CON/sub-total	0.00	500.00	-500.00	0.0%
<u>Permanent Judicial Commission (Constitutional Comm.)</u>				
PJC - Administration for Committee		0.00	0.00	
All Constitutional Committees/total	0.00	500.00	-500.00	0.0%

**PRESBYTERY OF THE JAMES
BUDGET TO ACTUAL
As of December 31, 2022**

PRELIMINARY

DESCRIPTIONS	2022			%
	Jan - Dec	Budget	Variance	Budget Variance
<u>Mission Council</u>				
Staff				
Salaries	247,054.94	227,946.00	19,108.94	108.4%
Housing Allowances	80,455.21	90,818.00	-10,362.79	88.6%
Payroll Taxes	23,003.70	21,770.00	1,233.70	105.7%
Auto Expense (Gen'l Presbyter)	2,348.19	3,250.00	-901.81	72.3%
Auto Expense (Relational Care Presbyter)	794.08			
Auto Expense (Congregational Care Presbyter)	512.30			
Pension/Medical	85,080.10	80,889.00	4,191.10	105.2%
403b Contribution Expense	11,769.00	11,769.00	0.00	100.0%
Staff Professional Expenses - Holbrook	1,123.27	3,833.00	-2,709.73	29.3%
General Presbyter Expense	595.95			
Lead Presbyter Professional/Cont. Ed Expenses	1,858.04		0.00	
Relational Care Presbyter Professional/Cont.Ed Expenses	1,922.32		0.00	
Congregational Care Presbyter Professional/Cont Ed Expenses	2,164.57		0.00	
Moving Expenses	34,815.25	24,000.00	10,815.25	145.1%
Medical Reimbursement	3,621.93	10,000.00	-6,378.07	36.2%
Staff/sub-total	497,118.85	474,275.00	14,996.59	104.8%
Presbytery Office				
Utilities	10,234.82	10,900.00	-665.18	93.9%
Insurance	14,294.96	23,204.00	-8,909.04	61.6%
Office Supplies	1,658.45	3,500.00	-1,841.55	47.4%
Postage	1,119.71	400.00	719.71	279.9%
Telephone/Internet	8,239.54	7,000.00	1,239.54	117.7%
Grounds/Building Maintenance	10,480.41	10,000.00	480.41	104.8%
Remote Bank Fees	232.34	275.00	-42.66	84.5%
Audit	13,860.00	4,000.00	9,860.00	346.5%
Payroll Expense	2,266.33	1,400.00	866.33	161.9%
Presbytery Office/sub-total	62,386.56	60,679.00	1,707.56	102.8%

**PRESBYTERY OF THE JAMES
BUDGET TO ACTUAL
As of December 31, 2022**

PRELIMINARY

DESCRIPTIONS	2022			%
	Jan - Dec	Budget	Variance	Budget Variance
Presbytery Operatons				
Lead Presbyter Discretionary Expense	569.61		0.00	
Relational Care Presbyter Discretionary Expense	406.17		0.00	
Congregational Care Presbyter Discretionary Expense	30.18		0.00	
Communications & IT Support	22,658.92	20,250.00	2,408.92	111.9%
Presbytery Meetings	11,514.00	1,600.00	9,914.00	719.6%
Lead Presbyter Office	1,280.67	1,350.00	-69.33	94.9%
Presbyter for Congregational Life Office	596.10	1,350.00	-753.90	44.2%
Presbyter for Relational Care Office	596.10	1,350.00	-753.90	44.2%
Administration	374.66	1,500.00	-1,125.34	25.0%
Search Committee Interviews and Expenses	2,905.15			
Camp Hanover, Inc. (Per Covenant Agreement)	114,000.00	114,000.00	0.00	100.0%
Capital Replacement Transfer	4,000.00	4,000.00	0.00	100.0%
Mission Council totals	718,436.97	680,354.00	26,324.60	12.40
Commission on Ministry (Constitutional Committee)				
COM - Administration for Committee	702.83	1,500.00	-797.17	46.9%
COM - First call ministry Support		15,000.00	15,000.00	0.0%
COM/sub-total	702.83	16,500.00	14,202.83	
Committee on Preparation for Ministry (Const. Committee)				
CPM - Financial Aid	5,375.00	13,000.00	-7,625.00	41.3%
CPM - Psychological Evaluations	1,961.45	1,500.00	461.45	130.8%
CPM - Administration for Committee		500.00	-500.00	0.0%
CPM - Travel		700.00	-700.00	0.0%
CPM - Recruiting		2,000.00	-2,000.00	0.0%
CPM/sub-total	7,336.45	17,700.00	-10,363.55	41.4%

**PRESBYTERY OF THE JAMES
BUDGET TO ACTUAL
As of December 31, 2022**

PRELIMINARY

DESCRIPTIONS	2022			%
	Jan - Dec	Budget	Variance	Budget Variance
<u>Leadership Connections Team</u>				
LCT - Administration for Team		500.00	-500.00	0.0%
LCT - Black Caucus		2,040.00	-2,040.00	0.0%
LCT - Collegiate Ministries	85,050.00	92,050.00	-7,000.00	92.4%
LCT - Community of Ministry & Worship	9,700.00	22,875.00	-13,175.00	42.4%
LCT - Older Adult		2,500.00	-2,500.00	0.0%
LCT - Presbyterian Women		500.00	-500.00	0.0%
LCT - Resource Center	3,600.00	3,600.00	0.00	100.0%
LCT - Small Church	875.00	6,950.00	-6,075.00	12.6%
LCT - Stewardship		2,000.00	-2,000.00	0.0%
LCT - Youth Ministry		6,600.00	-6,600.00	0.0%
LCT/totals	99,225.00	139,615.00	-40,390.00	71.1%

**PRESBYTERY OF THE JAMES
BUDGET TO ACTUAL
As of December 31, 2022**

PRELIMINARY

DESCRIPTIONS	2022			%
	Jan - Dec	Budget	Variance	Budget Variance
Mission and Service Team				
MAST - Administration for Team	35.00	200.00	-165.00	17.5%
MAST - Disaster Relief Team	1,900.00	6,000.00	-4,100.00	31.7%
MAST - Haiti		12,500.00	-12,500.00	0.0%
MAST - Dismantling Racism		500.00	-500.00	0.0%
MAST - Evangelism and Church Growth	51,315.97	47,000.00	4,315.97	109.2%
MAST - Voices of Jubilee	25,000.00	25,000.00	0.00	100.0%
MAST - Coaching for of pastors of NWC	1,900.00	4,500.00	-2,600.00	42.2%
MAST - Public Policy	6,500.00	7,100.00	-600.00	91.5%
MAST - Self Development of People	575.38	1,500.00	-924.62	38.4%
MAST - Social Justice	1,000.00	1,000.00	0.00	100.0%
MAST - World Mission	2,583.54	10,000.00	-7,416.46	25.8%
MAST - Southwood Project Habitat of Great Charlottesville ('21,22,23,24,25)		43,000.00	-43,000.00	0.0%
MAST/totals	90,809.89	158,300.00	-67,490.11	57.4%
TOTAL - USES OF FUNDS	1,108,084.64	1,214,924.00	-88,597.73	91.2%
SUBTOTAL NET INCOME (LOSS)	-491,588.74	-522,219.00	12,388.63	94.1%
SUPPORT FROM EXISTING FUNDS				
Church & Ministries Development Fund	415,681.33	493,059.00	-77,377.67	84.3%
Genesis & Generations Fund	0.00	29,160.00	-29,160.00	0.0%
Use of Existing Funds/total	415,681.33	522,219.00	-106,537.67	79.6%
NET INCOME (Remains/Transfers to POJ Fund)	-75,907.41	0.00	-94,149.04	
Account Balances:				
Bank of America		181,517.00		
RBC		5,077,563.00		

MOTION - The Mission Council recommends the approval and adoption of the revised 'Manual of Administrative Operations,' effective with today's meeting.

COMMENTS - With the new staffing structure now in place at the presbytery, the Mission Council is submitting for the presbytery's approval an updated 'Manual of Administrative Operations' ([last updated in October 2021](#)).

Included in this packet you will find the proposed manual with changes highlighted by the 'track changes' function of Word. Deletions are marked with red strikethroughs (~~deletions~~) and additions are marked in red with underlines (additions). The current version of the Manual can be found on the Presbytery's website, under Resources / Forms and Documents / Presbytery Forms and Documents.

The proposed revisions reflect the following changes:

- 1 Revise references to the three presbyters and stated clerk staff positions and roles / responsibilities,
- 2 Clarify the language for some terminology and provisions of the manual,
- 3 Direct the Committee on Nominations to fill vacancies on commissions, committees, teams and other entities specifically by nominating region, and to consider all other features of representation on an overall basis,
- 4 Allow for payments of honoraria to teaching elders and certified Christian educators for work within the presbytery that would not be in the normal course of duties as a teaching elder or certified Christian educator,
- 5 Allow the Mission Council to solicit sites and host congregations for presbytery meetings,
- 6 Authorize the Mission Council to approve requests from commissions, committees, teams, and other entities to expand their size and membership,
- 7 Authorize the Mission Council to approve the creation of Administrative Commissions between meetings of the presbytery, for emergency and urgent needs, and
- 8 Create a new team, the "1,001 Worshipping Communities Team," to provide guidance to and oversight of those entities formed under the denomination's program and/or are unchartered communities within the presbytery (This will be a function of the Mission Council until team members are elected).

NOTE – should the Commission on Ministry's request to enlarge the Commission (being presented at this meeting) be approved by the presbytery, the Manual will be revised to reflect that approval.

Manual of Administrative Operations



Presbytery of the James
3218 Chamberlayne Avenue
Richmond, VA 23227
Presbyterian Church (U.S.A.)

Amended and Approved: ~~October 16, 2021~~ February 18, 2023

**SECTION ONE
DEFINITION AND ORGANIZATION OF THE PRESBYTERY OF THE JAMES**

A. Definition of the Presbytery; Mission and Vision Statements

This council shall be known as the Presbytery of the James (“presbytery”) of the Synod of the Mid-Atlantic of the Presbyterian Church (U.S.A.). The presbytery shall consist of all teaching elders who have been received into membership and all member churches within the geographic bounds of the presbytery.

The presbytery is established by the authority of the General Assembly of the Presbyterian Church (U.S.A.) and the Synod of the Mid-Atlantic and has those duties, authorities, powers, and responsibilities specified by the *Book of Order*.

We declare our dependence upon God, reliance upon God’s revealed will in Scripture, the grace of Christ in our individual and corporate lives, and the life-giving breath of the Spirit. We reaffirm the *Book of Confessions* as faithful expressions of what Scripture leads us to believe and do.

Therefore, as part of the Church universal, we, the Presbytery of the James, in the Synod of the Mid-Atlantic, of the Presbyterian Church (U.S.A.), hereby declare our mission as disciples of Jesus Christ.

The mission of the Presbytery of the James is to support leaders, congregations, and ministries in growing followers of Jesus Christ who joyfully live out God’s mission in the world.

The presbytery strives to bring the rich history, tradition, faith, and hope of the Presbyterian Church (U.S.A.) to Central Virginians through its congregations and ministries. Under the guidance of the Holy Spirit, Holy Scripture, the Reformed Tradition, and our Confessions, we commit ourselves personally and communally to the Lordship of Jesus Christ. God calls individuals, groups, and congregations to fulfill the Great Commission. God also provides talents and opportunities for people and congregations to fulfill the Great Commission. The presbytery is called to provide ways and means by which individuals and congregations can be faithful beyond their own selves or their own congregation. Our calling is to enable God’s mission to be understood and fulfilled where an individual, a group, or a single congregation cannot fulfill that mission.

To that end, our vision as disciples of Jesus Christ focuses on:

- **Christ-centered Spiritual Growth:** specifically as this relates to presbytery staff resourcing and supporting church leaders, pastors, and ministries.

- **Communication and Coordination:** specifically as these relate to connecting churches and ministries with one another and creating vital partnerships.

The presbytery will fulfill its obligations and responsibilities under the Constitution of the Presbyterian Church (U.S.A.) and be guided by our vision. The following are ways through which we will be faithful:

Mission and Service: seeking ways to be involved in mission and service to Jesus Christ as a presbytery.

Leadership Connections: seeking ways to develop leaders in our congregations and in our presbytery to be more faithful disciples.

Communication and Collaboration: seeking ways to share among our congregations and members the rich resources God has provided and empowering people and congregations to network with one another in our common mission.

Constitutional Committees: seeking ways to fulfill constitutional responsibilities in accordance with the *Book of Order* through the required committee structure (See section Five – D).

B. Policies and Guidelines

1. **Policies:** A policy shall be considered to establish future courses of actions and would apply to all entities of the presbytery. Committees, commissions, constitutional committees, and teams (“entities”) of the presbytery may develop policies. ~~Policies of an entity that apply outside of the entity and within the presbytery~~ Such policies shall must be approved by a majority vote of the presbytery, and may be revised or eliminated. ~~Policies of entities may be altered or changed by~~ with a majority vote of the presbytery.
2. **Guidelines:** A guideline shall be considered to be operational in nature and would apply only to the entity of the presbytery that develops it. Each committee, commission, constitutional committee, or team (“entity”) may develop operational guidelines consistent with the requirements of the *Book of Order*. Such guidelines ~~which~~ do not require ~~necessitate~~ presbytery approval. The presbytery shall be informed of the creation of or substantive changes to any entity’s guidelines.

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C. Articles of Agreement

As a member presbytery of the Synod of the Mid-Atlantic, the presbytery is subject to the covenant commitments of the “Articles of Agreement” for the Presbyteries of Blue Ridge, Fincastle, Hanover, Norfolk, and Southern Virginia approved on February 20, 1988 (see Appendix).

SECTION TWO MEETINGS OF THE PRESBYTERY

A. Time and Date of Meetings

The Presbytery of the James will hold its three stated meetings on dates for the stated meetings of the presbytery shall usually be the third Saturday in February, third Tuesday in June (this date shall be adjusted to avoid conflict with meetings of the General Assembly), and third Saturday in October. Special meetings may be called in accordance with the *Book of Order* G-3.0304. The moderator shall call a special meeting at the request of three teaching elders and three ruling elders from three different congregations.

B. Location of Meetings

Invitations from sessions to host the presbytery should be sent to the stated clerk for presentation to the Mission Council (“MC”) (for duties, see Section Five, D.1.). Additionally, the MC will solicit physical locations and host churches, if necessary. Virtual meetings are permitted using a platform accessible to the majority of the members and commissioners. Hybrid meetings (simultaneously in-person and virtual) are permitted and shall be hosted at a location with strong internet connectivity.

C. ~~Membership~~ Voting Commissioners

The stated clerk shall propose each year the number of ruling elder commissioners required to ensure parity with the number of teaching elder members of the presbytery. Where there is an imbalance between the number of resident teaching elders who are members of the presbytery and the number of ruling elders which the churches are entitled to send as commissioners to presbytery meetings, the presbytery will give priority to sessions of racial/ethnic congregations in the invitation to elect additional elder commissioners (F-1.0403, G-3.0103, G-3.0301).

The voting commissioners for each presbytery meeting members of the presbytery shall be consist of the following:

1. Teaching elders who have been received into membership in the Presbytery;
2. Ruling elders who are:
 - a. Elected by each member congregation’s session in accordance with the *Book of Order* G-3.0301;
 - b. Certified Christian educators who are~~and~~ members of a presbytery congregation;
 - c. Serving as moderator or vice moderator of the presbytery or as moderator of a presbytery committee, commission, team, or constitutional committee;
 - d. Commissioned pastors serving a presbytery congregation or ministry; and
 - ~~d-e.~~ The stated clerk.

Voting commissioners must be in attendance (either physically or virtually) at the meeting to cast a vote.

D. Other Participants

Other participants shall consist of the following all of whom shall have voice but no

vote:

1. Other certified lay employees ~~who shall have voice but not vote at the presbytery meetings;~~
2. Corresponding members (ecumenical representatives, ruling elders who are former presbytery moderators, and teaching elder members of other presbyteries or denominations who are supplying churches of the presbytery), who are invited and encouraged to attend presbytery meetings; ~~have voice but not vote at those meetings;~~
- ~~3. Members of entities (ruling elders and other lay people who are members of entities of the presbytery but not commissioners to the presbytery meeting); shall have voice but not vote.~~

3.

E. Quorum

A quorum shall be twelve teaching elders and twelve ruling elders, assembled at the time, place, and platform appointed, provided that ruling elder commissioners from at least ten congregations are present.

F. Agenda

The agenda for meetings of the presbytery shall be prepared jointly by the MC and stated clerk. The proposed agenda with reports and recommendations of entities shall be distributed to teaching elders, ruling elder commissioners, and Christian educators at least two weeks before the presbytery meets.

G. Overtures

Overtures to the presbytery from sessions shall be submitted to the stated clerk in writing at least eight (8) weeks prior to a stated meeting of the presbytery for inclusion on the agenda. The MC shall consider each overture ~~and make a recommendation with regard to the~~ and recommend action to be taken on the overture by the presbytery at its next stated meeting.

If a session presents an overture to the stated clerk less than eight (8) weeks prior to a stated meeting, the overture may be submitted by the stated clerk and the moderator of the MC to the presbytery for its consideration as an “Overture of the Day” at its next stated meeting. In order for the overture to be added to the agenda as new business, a two-thirds vote of the presbytery is required. Ordinarily the MC shall meet to consider such an overture prior to action by the presbytery.

Requests from other presbyteries to concur with an approved overture of the other presbytery to the General Assembly shall be considered in the same manner as described in the previous paragraphs.

H. Presbyterian Order

Approved: October 16, 2021

Page 5 of 25

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The presbytery shall be governed in its meetings by the *Book of Order*, the *Manual of Administrative Operations* (“*Manual*”), and where neither of these applies, by the latest edition of *Robert’s Rules of Order Newly Revised*.

SECTION THREE OFFICERS OF THE PRESBYTERY

The officers of the presbytery, elected by the presbytery, shall be the moderator and the stated clerk. The presbytery may also elect a Vice Moderator.

A. The Moderator

A moderator shall serve for one calendar year and may concurrently serve on an elected team, commission, or constitutional committee. The moderator shall perform duties according to the *Book of Order* and the *Manual* of the presbytery. The moderator shall be responsible for conducting the meetings of the presbytery. In the absence of the moderator, the vice moderator shall moderate. In the event that both moderator and vice moderator cannot serve, the most recent past moderator being present shall moderate. While serving as moderator, the moderator shall also sit on the MC with voice and vote.

B. The Vice Moderator

A vice moderator shall serve for one calendar year and may concurrently serve on an elected team, commission, or constitutional committee. The vice moderator may perform any duties delegated by the currently serving moderator. While serving as vice moderator, the vice moderator shall also sit on the MC with voice but not vote.

C. The Election of the Moderator and Vice Moderator

At the ~~October~~Fall stated meeting of the presbytery, the Committee on Nominations (“CON”) shall announce nominees for moderator and vice moderator for the following calendar year. After the nominees are announced, the floor shall be open for other nominations. Any person being nominated shall have been notified prior to nomination and shall have given consent to such nomination. The moderator and vice moderator elected at the ~~October~~Fall stated meeting shall be installed and begin serving at the ~~February~~Winter stated meeting. ~~At the completion of the moderator’s year of service, t~~The vice moderator will ordinarily be nominated for election to the office of moderator for the following year.

D. The Stated Clerk

The presbytery shall elect a stated clerk for a term of office not to exceed three (3) years. The MC shall receive applications and present a nominee to the presbytery for election. The stated clerk shall be eligible for re-election by the presbytery upon nomination by the MC. ~~The general presbyter may be elected as stated clerk.~~ The stated clerk shall perform duties according to the *Book of Order*, the *Manual* of the presbytery, and the approved position description. These duties shall include responsibility for the annual

review of the session records and the annual re-balancing of ruling elder commissioners.

The presbytery may elect a recording clerk whose duties shall be performed according to the *Manual* of the presbytery and under the supervision of the stated clerk.

SECTION FOUR THE CORPORATION AND TRUSTEES

A. The Corporation

The name of the corporation is Trustees of Presbytery of the James, Inc. The presbytery shall elect trustees to the corporation which is incorporated under the laws of the Commonwealth of Virginia. Its charter shall be subject to approval and modification from time to time by the presbytery. The members of the ~~MC~~ Mission Council (MC) shall serve as the trustees of the presbytery.

B. Membership

The trustees shall be the same members as the current membership of the MC, nine (9) in number consisting of one (1) member from each nominating region, the moderator and vice moderator of the MC, and the presbytery moderator. Members are elected for three (3) year terms and may serve no more than six (6) consecutive years. The trustees shall elect their own officers at their annual meeting held in January. The stated clerk will generally serve as the secretary, and the lead presbyter shall generally serve *ex officio* and shall ordinarily be elected as secretary /-treasurer of the Board. ~~The executive director of Camp Hanover and the finance and accounting service manager of the presbytery shall serve with voice but not vote.~~

C. Duties

The trustees shall act in accordance with their corporate by-laws~~charter~~. The trustees are empowered by the presbytery to act as a commission between presbytery meetings with the powers of section G-4.0206a and G-4.0206b of the *Book of Order*. The commission powers granted to the trustees shall not include authority to authorize the presbytery's trustees to incur new debt (as guarantor, co-obligor, or otherwise) for amounts in excess of \$50,000 or to sell or encumber presbytery assets not held by particular churches. Such authority is reserved to the whole presbytery. The commission powers granted to the trustees shall only be exercised by the trustees if at least two-thirds of the trustees voting agree that postponing action until the next meeting of the presbytery~~determine that the timing of the presbytery meetings~~ would negatively affect a congregation's property needs significantly and unavoidably. The trustees shall give annually a written account of all assets entrusted to them at a stated meeting of the presbytery.

The trustees may establish sub-committees and task forces as may be necessary to discharge their duties. Currently, standing sub-committees are the Investment Advisory Group and the Property Committee.

**SECTION FIVE
THE WORK AND STRUCTURE OF THE PRESBYTERY**

The work and mission of the presbytery shall be planned and carried out through entities (e.g., committees, commissions, teams, and constitutional committees) which shall be directly responsible to and report directly to the presbytery at regularly stated meetings. Each entity may establish sub-committees and/or task forces to help plan and carry out its work.

A. Election, Quorum, Membership, and Term on Entities

All members of entities [except CON and Committee on Representation (“COR”)] shall be placed in nomination by CON and elected by the presbytery. ~~Each person~~~~All people~~ nominated to ~~and who~~ serve on any entity of the presbytery must be a ~~members~~ in good standing of a presbytery congregation or a teaching elder member of the presbytery. Moderators and vice moderators of entities shall be members-at-large on that entity and not representing specific nominating regions.

Members of the CON and COR shall be nominated by the MC and elected by the presbytery.

Unless otherwise stated, a quorum for entities of the presbytery shall be a majority of its members.

Election to an entity of the presbytery is viewed as a call to service in the church. Elected members are expected to carry out their responsibilities in faithfulness. If a member has an unexcused absence from three (3) consecutive meetings, CON may nominate a replacement if requested by the moderator of the entity.

Each member of an entity of the presbytery shall serve, unless otherwise provided herein, a term of three (3) years and may not serve more than six (6) consecutive years. Service for a part of a calendar year shall be counted as a full year of service. Ordinarily the vice moderator shall succeed the moderator of an entity.

CON shall stagger the terms of entity members so that ordinarily no more than one-third of the membership of the body will be required to rotate off at the same time. CON shall ensure that all nominating regions are represented equally on the entities. Where commission powers are granted to an entity by the presbytery, the entity shall be composed of ruling elders and teaching elders “in numbers as nearly equal as possible” (*Book of Order* G-3.0109b).

Entities may elect co-opted members to assist in their work. Such members will serve one-year terms which may be renewable and are limited to six (6) consecutive years. Co-opted members shall have voice but not vote at the entity level. They may have vote at the subcommittee level.

B. Conflict of Interest Policy

All entities of the presbytery are entrusted by the ~~members of the~~ presbytery with responsibilities which affect the whole of the presbytery. Therefore, it is important that all

people honor that trust. This requires honesty, competence, and care in managing the financial arrangements of the entities. No elected or appointed member of any entity shall accept any gift, gratuity, service, or any special favor from any person or persons, agents, or businesses which provide or receive goods and services or which seek to provide or receive goods and services to or from the entities of the presbytery.

Teaching elders and certified Christian educators who are members of the presbytery will be paid “expenses only” for presbytery sponsored events that are in the normal course of duties as a teaching elder and Christian educator. Non-certified Christian educators and employed professionals within congregations of the presbytery and outside presenters will be paid through negotiations with the appropriate entity.

No ~~elected or appointed~~ members of an entity of the presbytery shall be eligible during the term for which they are elected or appointed to become employees of or otherwise render compensable services to that entity unless approved by the MC and the presbytery. However, members of presbytery entities may apply for staff positions that come open within the presbytery.

C. Nominating Process Regions

The presbytery shall be divided into six (6) nominating regions for the purpose of electing people to entities.

Each committee, commission, team, and other elected entities shall have at least one representative from each of the six nomination regions.

At all times, nominations to committees, commissions, teams, and other entities shall take into consideration appropriate representation of elder status (teaching / ruling), age, gender, ethnicity, race, etc., in filling vacancies and terms of any committee, commission, team, or entity of the presbytery.

D. Entities of the Presbytery

The structural design of the presbytery provides for the following entities: Mission Council (“MC”), Leadership Connections Team (“LCT”), Mission and Service Team (“MAST”), Commission on Ministry (“COM”), and Committee on Preparation for Ministry (“CPM”). In addition, there are mandated constitutional committees: Committee on Nominations (“CON”), Committee on Representation (“COR”), and Permanent Judicial Commission (“PJC”).

1. Mission Council (MC)

The purpose of the MC is to facilitate effective and efficient communication between and among the various teams, ministries, and members of the presbytery and to provide for coordination of the operations of the presbytery.

Members are elected by the presbytery and may serve two 3-year terms.

The MC consists of a representative from each nominating region, ~~and a moderator (“at large” position), and a vice moderator (“at large” positions), the stated clerk, and the presbytery moderator, all of whom shall have voice and vote, and the presbytery vice moderator.~~

 Other participants on the MC shall include the lead presbyter, the presbytery vice moderator, the presbytery’s associate for financial accounting, and a representative from Camp Hanover. These persons shall have voice but no vote.

~~The presbytery vice moderator will have voice but not vote.~~ The responsibilities of the MC include:

- a. Oversight of the presbytery personnel and office operations
- ~~b.~~ b. Budget development and oversight
- ~~b-c.~~ b-c. Determining the site and other arrangements for presbytery meetings
- ~~c-d.~~ c-d. Preparing the agenda jointly with the stated clerk for the presbytery meetings
- ~~d.~~ d. Annual review of session records
- e. Nominating to the presbytery members of the CON and the COR
- f. Nominating to the presbytery the stated clerk ~~for election by the presbytery~~
- g. Receipt and forwarding of overtures to the presbytery
- h. Arranging for votes on matters referred to the presbytery by the General Assembly of the Presbyterian Church (U.S.A.)
- i. Granting to congregations a waiver from the limitations on terms of service for ruling elders and deacons (G-2.0404)
- j. Giving permission for the celebration of the Lord’s Supper for events or programs sponsored by the presbytery and reporting such action to the next stated meeting of the presbytery
- k. Granting approvals for the expansion of presbytery committees, commissions, and teams
- j-l. Nominating to the presbytery members of administrative commissions in response to congregations’ request for dismissal or dissolution and recommending the particular powers to be granted to the commission (NOTE – in no case shall those powers include the sale of real property or the final decision on dismissal or dissolution). See further comments at Section 5 – G.

 The MC may establish sub-committees and task forces as may be necessary to discharge their duties. Currently, standing sub-committees are the Budget Committee, the Personnel Committee, and the Gifts Advisory Committee. —

The MC shall also serve as the trustees of the corporation: ~~the~~ Trustees of Presbytery of the James, Inc.

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2. Leadership Connections Team (LCT)

The LCT will encourage, support, and review progress of ministries that develop leadership skills among people in the presbytery including: teaching elders, lay people, and recognized ministries that are part of the presbytery's strategic plan. The LCT shall consist of a representative from each region and a moderator and vice moderator.

3. Mission and Service Team (MAST)

The purpose of the MAST is to inspire, equip, and connect individuals and congregations with missional ministries, working within all areas of the presbytery, the Commonwealth of Virginia, the nation, and the world. The MAST shall consist of a representative from each region and a moderator and a vice moderator.

4. 1,001 Worshipping Communities Team (WCT)

The 1,001 Worshipping Communities Team provides guidance and oversight to those ministries established by the denomination's '1,001 Worshipping Communities' program and other non-chartered communities within the presbytery.

Proviso: Until the Worshipping Communities Team is elected by the presbytery, oversight of this Team will be provided by the MC.

4.5. Commission on Ministry (COM)

The function of the COM is set forth in G-3.0303 of the *Book of Order*. It shall consist of a ruling elder and a teaching elder from each nominating region, a moderator and vice moderator, and as many as two ruling elders and two teaching elders serving as members-at-large. ~~The general presbyter and stated clerk shall be advisory members.~~ The COM shall maintain a *Manual of Operations* which shall contain all duties and powers delegated to it by the presbytery.

5-6. Committee on Preparation for Ministry (CPM)

The function of the CPM is set forth in G-2.06 of the *Book of Order*. It shall consist of a ruling elder and a teaching elder from each nominating region, a moderator and vice moderator, and as many as two ruling elders and two teaching elders serving as members-at-large.

6-7. Committee on Nominations (CON)

The purpose of the CON is to nominate people for election by the presbytery to the various entities of the presbytery. The responsibilities of the CON include, but are not limited to, nominating to the presbytery, for election: moderator and vice moderator of the presbytery; members of entities of the presbytery; moderators and vice moderators of entities of the presbytery; commissioners to the Synod and General Assembly; and other nominations as may be requested by the presbytery from time to time. The CON shall consist of a representative from each nominating region and a moderator and vice

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moderator.

___ Members of the CON are nominated to the presbytery by the MC. The members of the CON shall also serve as the Committee on Representation~~OR~~.

~~7-8.~~ Committee on Representation (COR)

The purpose of the COR is to ensure that the principles of inclusiveness as outlined in the *Book of Order* G-3.0103 are implemented. ~~The COR shall consist of a moderator, vice moderator, and a representative from each nominating region. Members of the COR are nominated to the presbytery by the MC.~~

The members of the COR shall be the current members of ~~also serve as~~ the CON.

~~8-9.~~ Permanent Judicial Commission (PJC)

The purpose and role of the PJC and its organization are provided for in D-5.0000 of the *Book of Order* "Rules of Discipline" and in G-3.0301c and other relevant sections of the *Book of Order*. The commission shall consist of nine members whose term of office shall be for six (6) years, and they will be nominated by the CON. The PJC shall elect its own moderator and clerk as provided for in the *Book of Order* D-5.0201.

The presbytery's stated clerk shall serve as the staff liaison to the PJC.

E. The Presbytery Budget

The presbytery's budget committee is a standing sub-committee of the MC. It shall consist of the MC's moderator, the presbytery's moderator, the lead presbyter, the presbytery associate of finance and accounting, the moderator of MAST, and the moderator of LCT.

Each year, the budget committee of the MC shall develop a consolidated line-item budget with underlying line-item details, for review, amendment, and action by the presbytery. The budget process is outlined in the presbytery's *Financial Operating Procedures*.

F. Commissioners to the General Assembly and the Synod

Commissioners to the General Assembly and the Synod are elected at the Fall meeting of the presbytery preceding the next meeting of the higher council. Ordinarily people elected as alternate commissioners shall be nominated as commissioners to the following meeting of the higher council. In choosing people for nomination, the CON shall follow the policy established by the presbytery.

G. Administrative Commissions (AC)

Administrative commissions elected by the presbytery shall consist of at least three teaching elders and three ruling elders from three different congregations and shall be authorized by the presbytery with specific powers from the *Book of Order* G-3.0109.

In the event of an extraordinary and urgent need to create an administrative commission between meetings of the presbytery, the Mission Council is authorized to form and otherwise authorize the work of the AC.

SECTION SIX PRESBYTERY STAFF

In accordance with the *Book of Order* G-3.0110, the presbytery may authorize the administrative services of ~~a general~~ presbyters and other staff as needed to ensure that the presbytery's adopted mission, vision, and programs are fulfilled. The role of staff people shall be to facilitate and enable the entire work of the presbytery. Assignment of roles and duties among presbyters are determined by the presbyters and overseen by the MC. Staff are expected to serve in ways that shall enable the parts of the connectional system to work together.

Pursuant to and in the spirit of the "Articles of Agreement" (1988; see Appendix), the presbytery shall employ and maintain an inclusive and diverse staff. If there is more than one staff person at the executive level, there shall be one or more persons of color included in a position at that level. If there is more than one staff person at the office support level, there shall be one or more persons of color included in a position at that level.

Policies and procedures related to the employment, classification, work, supervision, rights, and benefits of all staff members are defined in the *Personnel Handbook: Policies and Procedures* of the presbytery. These policies and procedures can be amended by a majority vote of the MC upon recommendation from the Personnel Committee. Changes are to be reported to the next stated meeting of the presbytery.

SECTION SEVEN AUTHORITY DELEGATED BY THE PRESBYTERY

From time to time, the presbytery delegates authority to various people or entities:

- 1. Appointment of an Investigating Committee Between Meetings of the Presbytery**
Working in conjunction, the stated clerk, the moderator of the presbytery, and the immediate past moderator of the presbytery are authorized to appoint an Investigating Committee ("IC") (D-10.0200) whenever the time before the next stated meeting of the presbytery is so great as to hinder the process of investigating an alleged offense. If one of the persons appointing the IC is being investigated, any past moderator of the presbytery shall take that person's place in the appointment process.

2. Appointment of a Counselor (D-14.0203)

The COM moderator, the COM vice moderator, and the moderator of the presbytery are each authorized to appoint counselors in disciplinary cases when necessary.

3. Appointment of a Committee of Counsel (D-6.0302a)

Between meetings of the presbytery, a Committee of Counsel responding to a remedial case brought against the presbytery shall be appointed by the following people: the moderator of the presbytery, the COM moderator, the MC moderator, and the stated clerk.

4. Discernment Process when Considering Restructure of the Presbytery

Before taking any action that would result in a substantial restructuring of its programs and staffing model, the presbytery must complete a period of discernment. This discernment period shall include a consultative process for developing mission priorities, as well as at least one open hearing that has been initiated by the MC or the presbytery's elected strategic planning team.

**SECTION EIGHT
AUTHORITY, AMENDMENTS, AND SUSPENSIONS**

The *Manual* establishes the basic organization of the presbytery for its functions both during and between meetings of the council.

The *Manual* may be amended as follows: A proposed amendment shall be presented in writing to the stated clerk of the presbytery who shall in turn refer it to the MC which shall submit its recommendation in writing to the next meeting of the presbytery. Proposed amendments shall be approved by two-thirds of those present and voting. Any particular provision of the *Manual* may be suspended for a meeting of the presbytery by a two-thirds vote of members present and voting at that meeting of the presbytery.

ARTICLES OF AGREEMENT (Approved 2/20/88)
for the
Presbyteries of Blue Ridge, Fincastle, Hanover, Norfolk,
and Southern Virginia

PREAMBLE

The Articles of Agreement embody the contractual commitments of five presbyteries: Blue Ridge, Fincastle, Hanover, Norfolk, and Southern Virginia, concerning the means by which the members, officers, institutions, property and mission responsibilities of the five presbyteries shall be and become the members, officers, institutions, property, and mission responsibilities of new presbyteries formed in accordance with Article Seven of the Articles of Agreement of the Presbyterian Church (U.S.A.). These new presbyteries shall be in all ecclesiastical, judicial, legal and other respects the continuing entities of the former presbyteries.

The Articles of Agreement set forth in this document seek to embody the theology and polity of the Book of Order as well as the "Articles of Agreement" adopted by the 195th (1983) General Assembly of the Presbyterian Church (U.S.A.) and by the Synods forming Synod D. We affirm the Life and Mission Statement of the PCUSA (adopted 1985 General Assembly) as the basis for the mission of these new presbyteries and the Book of Order (G-11.0103) as the description of the responsibilities of these new presbyteries.

Each of the presbyteries of the former United Presbyterian Church, U.S.A. and the Presbyterian Church, U.S. bring a rich heritage to the Presbyterian Church (U.S.A.). This heritage is expressed in unique and diverse ways. There are particular concerns in common for all presbyteries and all want to protect, honor and embrace the participation of all constituencies of the preceding governing bodies as they seek to be expressions of the integrity of our new church and to bring that integrity to bear on presbytery boundaries, identities, mission structures and staff models.

ARTICLE I – HISTORICAL INTEGRITY

1.1. The new presbyteries will require understanding, recognition and appreciation of differences which involve cultural, social and economic systems and a whole history of separate existences. We must preserve, enhance and learn from the richness of the former presbyteries, honor and build upon their special gifts, and renounce that which was sinful in our pasts.

1.2. Each preceding presbytery (Blue Ridge, Fincastle, Hanover, Norfolk and Southern Virginia) shall record its history before the beginning date of the new presbyteries approved by the General Assembly. The legal successor presbytery shall preserve the history and the new presbytery will be guided by the history of the preceding presbyteries out of which it was formed as it develops its own mission.

ARTICLE II – THE INTEGRITY OF THE NEW

2.1. Forming new presbyteries is a response to God's call to be a new creation. These new presbyteries will affirm this call for a new creation in at least the following ways:

I. Design for Mission

2.1.1. Each new presbytery in consultation with its sessions and Synod, shall define its mission and then determine a structure, staff model and office location to carry out that mission. Each new presbytery shall be structured, in accordance with the Book of Order, Chapter XI, with sufficient officers, committees and/or divisions to do mission in orderly and effective ways.

2. Name of Presbytery

2.1.2. Each new presbytery shall be responsible for choosing its own name, descriptive of its identity and mission. The name shall be new and may contain the historical name of a current presbytery. The name may either express the traditions of the former presbyteries that are a part of the new presbytery or be a completely new name satisfactory to the new presbytery. The process of selecting a name shall include consultation with sessions and members of the new presbyteries.

3. Representation

2.1.3. In accordance with the Book of Order G-4.0400, G-9.0105 and Articles of Agreement 8.2 and 9.1 of the Presbyterian Church (U.S.A.), each new presbytery shall implement the principles of participation and inclusiveness in the life and work of the presbytery including commissioners to presbytery, synod and General Assembly and membership on committees, divisions, and councils. Where there is an imbalance between the number of resident ministers who are members of the presbytery and the number of elders which the churches are entitled to send as commissioners to presbytery meetings as described in the Book of Order G-11.0101c., each new presbytery will give priority to sessions of racial/ethnic congregations in the invitation to elect additional elder commissioners.

ARTICLE III – RACIAL ETHNIC COORDINATING COMMITTEES AND CAUCUSES

3.1. Racial Ethnic Coordinating Committees are to be a part of the official structure of the new presbytery with the chair being a member of council. The purpose of these coordinating committees shall be to provide support for their respective Racial Ethnic churches within each new presbytery (i.e. Black, Korean, Other Asian, Hispanic, Native American).

3.2. Each new presbytery shall elect a Black Coordinating Committee and shall establish any other Racial Ethnic Coordinating Committee(s) that seem advisable.

3.3. Each new presbytery shall, in addition, allow for the organization and funding of racial/ethnic caucuses. These caucuses, when they exist, shall be responsible for recommending to Presbytery's Nominating Committee, the members and chairs of their respective Racial Ethnic Coordinating Committee (i.e. The Black Caucus would recommend persons to be nominated for the Black Coordinating Committee).

3.4. In addition, the purposes of any racial/ethnic caucus shall include but not be limited to:

- 3.4.1. advising and assisting presbytery in determining priorities for racial/ethnic churches and ministers;
- 3.4.2. advising on strategies for racial/ethnic church development;
- 3.4.3. advising presbytery on ways to insure funding for church colleges which historically have served racial/ethnic groups;
- 3.4.4. advising and assisting in providing persons to serve in the structures of the new presbytery in cooperation with the Committee on Representation.

3.5. Racial Ethnic Caucuses shall report to presbytery through their respective Racial Ethnic Coordinating Committee. Presbytery structures should seek the advice of any racial/ethnic caucus on the matters in 3.4. above.

ARTICLE IV – SUPPORT FOR CONGREGATIONAL MINISTRY

4.0. The new presbyteries shall encourage each congregation to share person and material resources for the upbuilding of all congregations and the Body of Christ. The new presbyteries will organize the structures for mission in such a way that both larger and smaller membership congregations shall receive support and challenge from presbytery. The

flow of solicitation of financial and material resources shall be through the presbytery and not congregation to congregation. (See the Book of Order, G-11.0103 a,b,f, and g.)

1. Smaller Membership Congregations

4.1.1. Each new presbytery will include many smaller membership congregations. The small church continues faithful service to a community of people, offering Christian worship, education and programs of mission outreach, often far beyond its numerical strength. The small church is often the only Presbyterian witness in a given locale or area.

4.1.2. The new presbyteries will develop staffing patterns, program and leadership development resources, and equitable financial resources to strengthen and enhance the unique gifts and witness of smaller churches. The new presbyteries shall insure the full participation of lay and clergy leaders from smaller membership congregations in the decision-making process of presbytery, especially those which affect the life and mission of these congregations. The presbytery shall celebrate the unique contributions smaller membership congregations make to the mission of the whole church.

2. Larger Membership Congregations

4.2.1. The new presbyteries shall work with larger membership congregations in order that they may more effectively respond to opportunities for ministry wherever they exist. In addition, they will work with these congregations to help them see the opportunities for supporting the whole church in its mission, both financial and with personnel.

3. New Church Development

4.3.1. The new presbyteries will seek to establish new congregations including racial ethnic congregations in areas of rapid population growth and where feasible in areas where there is not a Presbyterian church. The new presbyteries shall work with appropriate governing bodies, including ecumenical partners whenever possible, in developing strategies and criteria for location and development of new congregations, with emphasis on racial/ethnic churches. Any new church development already in progress shall be guaranteed the same funding policy it had under the former presbytery following annual review and evaluation of the development by the new presbytery.

4. Church Redevelopment and Revitalization

4.4.1. The new presbyteries shall work with existing congregations to strengthen their ministry and mission and church membership growth where that is possible.

ARTICLE V – SUPPORT FOR CHURCH PROFESSIONALS

5.1. The presbytery shall develop a system of care and support for its ministers and other church professionals who work with its congregations. This shall include pastoral care for these persons and their families as well as challenging and supporting their participation in the mission of the presbytery and the larger church.

5.2. Each new presbytery shall have in its staff model, responsibility for care and support for church professionals as part of the system mentioned in 5.1. above.

ARTICLE VI – SUPPORT MINISTRY BEYOND THE CONGREGATION

6.1. Each new presbytery in consultation with its sessions shall coordinate the work of its member churches, guiding them and mobilizing their strength for the effective witness to the broader community. Each presbytery shall initiate mission through a variety of forms in light of the larger strategy of the synod and the General Assembly. Each new presbytery shall be involved in mission ecumenically wherever possible.

ARTICLE VII – TRANSITIONAL STEERING COMMITTEE

7.0. Each new presbytery shall have a Transitional Steering Committee to develop plans for the presbytery. This committee shall function until the adjournment of the first stated meeting of the new presbytery. (See 15.3 below.)

1. Organization

7.1. Members of Transitional Steering Committees shall be elected by each of the current presbyteries according to the following formula: Presbytery I – 6 from Blue Ridge, 6 from Fincastle and 6 from Southern Virginia; Presbytery II – 6 from Blue Ridge, 6 from Hanover and 6 from Southern Virginia; Presbytery III – 9 from Norfolk and 9 from Southern Virginia.

7.1.1. The Transitional Steering Committees shall be convened as follows: Presbytery I by the chair of the Hanover Boundaries Committee; Presbytery II by the chair of the Southern Virginia Boundaries Committee; Presbytery III by the chair of the Fincastle Boundaries Committee. Each Convener will preside until the Transitional Steering Committee elects its own chair from their membership.

2. General Responsibilities

7.2. Each Transitional Steering Committee shall be responsible for developing a mission statement, design and organizational pattern for mission, staffing model based on design, budget and finance patterns, office location, calling transitional conventions, and the new name. It shall consult with sessions and synod in the development of mission statements, organization patterns and staffing patterns in accord with the Book of Order G-9.0404.

7.2.1. It is empowered to organize itself in the most efficient way to accomplish its task, including appointing additional persons to serve on ad-hoc task forces, employing consultants, and requesting the services of existing staff through the appropriate channels in existing presbyteries. It is understood that existing staff will be responsible for maintaining existing programs during this time of transition.

7.2.2. Each Transitional Steering Committee shall design and implement a plan for helping congregations and ministers get to know one another and appreciate one another with particular emphasis on congregations and ministers who have not previously been together in a former presbytery.

3. Fiscal Matters

7.3.1. Each Transitional Steering Committee shall develop a funding plan for the new presbytery which shall include every attempt to honor existing patterns of funding directly bearing on the viability of smaller congregations.

7.3.2. Each Transitional Steering Committee shall develop recommendations on funding patterns, fiscal procedures and budgeted mission giving, including "per capita," to General Assembly, Synod and Presbytery. It shall recommend the first fiscal year budget for the presbytery.

4. Transitional Nominating Committee

7.4. Each Transitional Steering Committee will nominate to the first meeting of their Transitional Convention a Transitional Nominating Committee composed of 12 persons; 1/3 ministers (2 male and 2 female), 1/3 laywomen, 1/3 laymen, one half from the former PCUS Presbytery(ies) and one half from Southern Virginia Presbytery.

5. Staff for New Presbytery

7.5. Each Transitional Steering Committee shall nominate to their Transitional Convention a Staff Search Committee with a designated chair. The committee shall have representation from all previous presbyteries in the new presbytery. In the process of

nomination, the Transitional Steering Committee shall consult with nominating committees of the current presbyteries.

6. Office Location

7.6. Each Transitional Steering Committee shall recommend to its Transitional Convention a location for presbytery's office or offices. Office location will be determined after definition is given to the nature and function of the office(s) and its purpose in carrying out the mission of the presbytery. Care will be taken to provide adequate working conditions for the size of staff required by the staffing pattern and the work they are asked to do. Office location should be determined prior to the selection of staff.

7. Calling of Transitional Conventions

7.7. Each Transitional Steering Committee shall issue the call for Transitional Conventions and have the authority to set the date, time and place.

8. First Meetings of new Presbyteries

7.8. Each Transitional Steering Committee shall recommend to its Transitional Convention the date, time and place for the First Stated Meeting of the new presbytery.

9. Cost of Transitional Committees, Conventions, etc.

7.9. The cost of the work of the Transitional Steering Committee, its ad-hoc committees and task forces, other Transitional Committees including the Staff Search Committee and Transitional Conventions shall be borne by funding sought from the whole PCUSA and by the current presbyteries on a proportional basis of active membership in the new presbytery.

ARTICLE VIII – TRANSITIONAL COMMITTEE ON REPRESENTATION

8.1. Each new presbytery shall have a Transitional Committee on Representation elected by the current presbyteries at the same time that they elect their representatives to the Transitional Steering Committee.

8.2. Each Transitional Committee on Representation will be composed of 12 persons of which 6 shall be women and 6 shall be men and a majority will be from racial ethnic groups. (See Book of Order G-9.0105.)

8.3. The current presbyteries shall use the following formula in selecting the persons they elect: Presbytery I – 3 from Blue Ridge, 3 from Fincastle and 6 from Southern Virginia; Presbytery II – 2 from Blue Ridge, 4 from Hanover and 6 from Southern Virginia; Presbytery III – 6 from Norfolk and 6 from Southern Virginia.

8.4. The Transitional Committee on Representation shall be responsible for reviewing all nominations for transitional bodies selected by the Transitional Steering Committee, all nominations for leadership positions in the new presbytery as well as staff for the new presbytery and shall report its review to the Transitional Convention and new presbytery, as appropriate.

ARTICLE IX – STAFF IN THE NEW PRESBYTERY

9.1. All staff in the new presbytery shall be called or employed on the basis of a staff model designed in light of the approved mission statement and design for mission, and approved by the Transitional Convention.

9.2. Each new presbytery shall employ and maintain an inclusive, pluralistic, and diverse staff. In the instance of multiple staff there shall be one or more black persons included in staffing positions at the administrative/executive and administrative/office support levels.

9.3. After giving priority interviews to present staff of all five presbyteries and for any staff positions not filled after that time, each staff search committee shall advertise Executive, Program and Professional Staff positions on a church-wide basis.

9.4. Staff of current presbyteries shall be eligible and encouraged to apply for permanent staff positions in the new presbytery and shall be granted an interview if they apply. A high priority will be given to keeping experienced administrative/support staff.

9.5. Each Staff Search Committee shall be informed and guided by the Articles of Agreement of the Presbyterian Church (U.S.A.) 5.7 and the General Assembly's Transitional Personnel Guidelines.

ARTICLE X – TRANSITIONAL CONVENTIONS

10.1. Each new presbytery when meeting prior to the official date of formation of that presbytery for the purpose of approving the mission, organization, staffing model and budget for the new presbytery, shall be known as a Transitional Convention.

10.2. The Transitional Convention shall consist of all ministers serving congregations to be included in the new presbytery, ministers whose primary work is in the bounds of the new presbytery and others as assigned by agreement of the various Committees on Ministry and elder commissioners from sessions in accord with the Book of Order, G-11.0101.

10.3. The first meeting of the Transitional Convention shall be called by the Transitional Steering Committee as soon as feasible following approval by the higher governing bodies of the church.

10.4. RESPONSIBILITIES OF TRANSITIONAL CONVENTION: Transitional Conventions shall consider for approval:

10.4.1. A mission statement

10.4.2. An organizational plan for mission including structure and by-laws

10.4.3. The next year's funding process and budget

10.4.4. A staffing model with job descriptions and terms of employment

10.4.5. A staff search committee, nominated by the Transitional Steering Committee. This committee shall organize itself and begin its work as soon as feasible in conformity with these Articles of Agreement and shall consult with the Synod as set forth in the Book of Order G-9.0701 and G-9.0702.

10.4.6. Office location or locations

10.4.7. The name of the presbytery

10.4.8. Reports from the Transitional Committee on Representation

10.4.9. Elect a Transitional Nominating Committee

10.4.10. Reports of the Transitional Nominating Committee and election of persons representative of the constituency to fill elected positions in the proposed structure and the moderator-in-nomination and clerk for the first stated meeting of the new presbytery

10.4.11. All other actions that are deemed wise to provide for an efficient transition into a new presbytery

10.5. Transitional Conventions which are called by the Transitional Steering Committee with adequate notice to insure full representation, shall meet as often as necessary to accomplish the work to be done.

ARTICLE XI – TRANSITIONAL NOMINATING COMMITTEE

11.1. The Transitional Nominating Committee shall place in nomination at an appropriate Transitional Convention, a slate of persons to fill the elected leadership positions in the organizational structure of the new presbytery.

11.2. The Transitional Nominating Committee shall place in nomination at the last Transitional Convention, a person to serve as moderator-in-nomination and a clerk for the first stated meeting of the new presbytery.

ARTICLE XII – POLICIES REGARDING STAFF OF CURRENT PRESBYTERIES

12.1. Current staff includes all Executive Staff, Professional and Program Staff, Office (support) Staff, Camp and Conference Staff with the exception of seasonal and "weekend type" hourly employees.

12.2. Current staff of the present presbyteries shall continue working under the personnel policies of their respective presbyteries and/or terms of call until the new presbyteries are formed on the date established by the General Assembly. The current staff are expected to maintain the present programs of their respective presbyteries until their presbytery ceases to exist.

12.3. Current staff shall be involved in the planning and implementation of the new presbyteries only at the request of the Transitional Steering Committee as negotiated through appropriate channels.

12.4. The Transitional Steering Committee will recommend to the Transitional Convention the date for termination of each current staff position and person. The termination date shall not be prior to the beginning date of the new presbytery. Any staff who were employed and enrolled in the Benefits Plan of the Board of Pensions two years prior to their termination will have their dues paid on the effective salary at the time of termination until they are vested in the Pension Plan (three years after employment) including continuation in the major medical plan and its options.

12.5. All permanent Executive/Professional staff terminated will be given up to six months full compensation including benefits and allowances until that person begins work in another position whether on the staff of a new presbytery or in some other work. Persons resigning prior to termination of position will be given one month's compensation including benefits and allowances. Payment of this compensation will be by the legal successor of the presbytery which employed or called that particular person.

12.6. All permanent Office/Support Staff and Camp/Conference Staff will be given up to three months full compensation including benefits and allowances until that person begins work in another position whether on the staff of a new presbytery or in some other work. Persons resigning prior to termination of position will be given one month's compensation including benefits and allowances. Payment of this compensation will be by the legal successor of the presbytery which employed or called that particular person.

12.7. "Shared Ministry" staff persons (i.e. those persons who work part-time for Presbytery and part-time in a congregation or other occupation) or "adjunct staff persons" (i.e. those persons who work part-time for presbytery) who are employed under special arrangements shall be considered by the Transitional Steering Committee as they consider new staff models. If any of these special staff persons are involved with "aid receiving"

congregations and they are not incorporated in the new staff models, then equitable termination compensation will be paid in line with 12.5 above.

12.6. Interim Executive Presbyters shall not be eligible to apply for the permanent position except when this interim position is filled by a staff person who is serving as an Executive Presbyter or Associate Executive in one of the current five presbyteries (i.e. Blue Ridge, Fincastle, Hanover, Norfolk or Southern Virginia).

ARTICLE XIII – POLICIES REGARDING CORPORATE AND FINANCIAL RESPONSIBILITIES

13.1. All trustees of the five presbyteries (Blue Ridge, Fincastle, Hanover, Norfolk and Southern Virginia) and any other officer or officers possessing fiduciary responsibilities shall continue in office and shall be responsible for their trusteeships and corporate responsibilities as applicable until successors in the new presbyteries have been duly and regularly elected or appointed. Concurrently, procedural steps and applications for any new corporate charters for the corporations of the new presbyteries or amendments to current charters shall be taken.

13.2. When the current presbyteries cease to exist, cash and other assets and liabilities shall be distributed to the new presbyteries. Real property owned by current presbyteries shall be transferred to new presbyteries according to the geographical location of the real property. Other assets and liabilities held by current presbyteries shall be distributed in a fair and equitable manner based upon some legally acceptable basis.

13.3. Any assets accruing to Southern Virginia Presbytery pursuant to its relationship as one of the presbyteries of the Catawba Inter-Presbytery Program Agency shall be allocated to the new presbyteries according to the number of former Southern Virginia congregations in each new presbytery.

ARTICLE XIV – LEGAL SUCCESSORS AND CONTINUATION OF POLICIES AND STATEMENTS

14.1. Presbytery I shall be the full and legal successor of the Presbytery of Blue Ridge and the Presbytery of Fincastle. Presbytery II shall be the full and legal successor of the Presbytery of Hanover and the Presbytery of Southern Virginia. Presbytery III shall be the full and legal successor of the Presbytery of Norfolk.

14.2. Each policy statement or directive adopted by or issued at the direction of one of the present presbyteries shall have the same force and effect in the presbytery which is their successor until rescinded, altered or supplanted by action of the new presbytery.

ARTICLE XV – FIRST MEETINGS OF THE NEW PRESBYTERY

15.1. The first stated meeting of each new presbytery shall be held after the beginning date of the new presbyteries as approved by the General Assembly. The time and place of this first stated meeting shall be set by the transitional convention which shall also elect a moderator and clerk for this meeting.

15.2. Each new presbytery, at its first stated meeting, shall approve actions taken in its transitional convention and admit these actions to record. It shall take any other necessary actions to facilitate the continuing development and strengthening of the new presbytery.

15.3. All transitional structures with the possible exception of the Staff Search Committee shall cease to exist as of the adjournment of the first meeting of the new presbytery.

ARTICLE XVI – AFFIRMATIONS

16.1. These Articles of Agreement shall not be amended after being adopted by each current presbytery and after all the overtures establishing the new presbyteries in the area have been forwarded to the General Assembly. These articles are binding until the new presbyteries are established and all provisions of these articles have been fulfilled and provisions for sustaining them have been included in the new presbytery's Manual and have been instituted in the new presbyteries.

16.2. During the transition period, each current and new presbytery will exercise good stewardship of human and financial resources.

16.3. Each new presbytery is urged to affirm the result of its organizational work in worship to God, giving thanks for our unity and mission in Christ.

(Approved by the Virginia 5 Boundaries Committees on February 20, 1988 and submitted to the Presbyteries of Blue Ridge, Fincastle, Hanover, Norfolk and Southern Virginia for approval or disapproval without amendment.)

APPENDIX TO ARTICLES OF AGREEMENT (Approved 2/20/88)
for the
Presbyteries of Blue Ridge, Fincastle, Hanover, Norfolk,
and Southern Virginia

NOTE: All items in this appendix are suggestions to the Transitional Steering Committee and/or other transitional groups as they lay plans for the new presbyteries.

I. MISSION DESIGN (related to Article 2.1.1.)

A. Mission and Structure

1. Mission Statement (who, what, when, where, and how)
2. Role and function of presbytery in agreement with the constitution
3. Determination of what will be continued from former presbyteries
4. Mission programs that stimulate and unite various constituencies of former presbyteries
5. Goals, responsibilities, priorities
6. Structures that are visible, functional and open in light of mission statement
7. Manuals of Operation in line with the Book of Order G-9.0405
8. Budget and broad strategy for mission and funding including financial policies
9. Partnership agreements with other governing bodies and international partners
10. Communications, including minutes, newsletters, two-way information between local church and presbytery
11. Review and evaluation
12. Duties of Stated Clerk
13. Nominations Guidelines and Committee on Representation
14. Ecumenical relationships and covenants
15. Possibility of locating resources and staff in various geographic areas of Presbytery in order to be closer to ministers and congregations.
16. Possibility of utilizing college or other institutional facilities for Presbytery meetings to allow for more space and possible overnight meetings.

B. Program

1. Evangelism
2. Christian Education
3. Worship
4. Institutions (homes for older adults, children, etc.)
5. Ministry to/with racial ethnic populations
6. New church development and redevelopment
7. Global issues and global awareness
8. Biblical stewardship
9. Vocational counseling
10. Leadership development
11. Spiritual life development
12. Camps and Conferences
13. Continuing Education for Church Professionals
14. Public schools and institutions of higher education
15. Concern for smaller churches
16. Urban Ministry
17. Develop, in cooperation with Synod, a strategy for camp and conference centers and programs across presbytery lines.

C. Oversight

1. Accountability and evaluation
2. Inclusiveness
3. Diversity
4. Care, nurture, and oversight of church professionals, inquirers, and candidates
5. Consultation with congregations

Articles of Agreement Appendix - page 2 (approved February 20, 1988)

D. Staff

1. Inclusive staff models
2. Job descriptions
3. Personnel policies (EEO, benefits, etc.)

II. OFFICE LOCATION (related to Article 7.6)

Questions to be considered in determining recommendations for office location:

1. What is to happen in the presbytery office?
2. Will the presbytery office be the primary location for meetings?
3. If so, how much and what kind of meeting space will be needed?
4. What will be located within the presbytery office?
5. Will the presbytery office house a materials resource center?
6. Where are there available facilities?
7. What are contractual relationships for current presbytery offices?
8. What kind of facilities are needed?
9. How large a facility will be needed in order to carry out mission?
10. How does it need to be furnished?
11. What kinds of equipment will be needed?
12. How many offices will be needed?
13. What will be the projected cost for office operation?
14. What will be the initial start-up costs?
15. Should there be regional offices to better resource the congregations of presbytery?
16. Should there be an interim office for a time period before permanent offices are established?
17. Should presbytery own its own office facility or should it lease a facility?
18. How is the office location an outgrowth of presbytery's mission statement, goals and priorities and staff model?
19. What will it cost to "phase out" the existing office or location and how will this cost be paid?
20. Where should the office or offices be located?
21. What will be the travel distances to the office or offices from the farthest points in the presbytery?
22. How difficult will it be to get to the office?
23. How will these travel distances affect the usefulness of the office?
24. What resources are needed in order for the office to function (maintenance persons, supplies, printers)?
25. Are these resources available?
26. Does the chosen area have a population that would supply the support staff that are needed in order to enable the office to function effectively?
27. How will the location of office affect the staff that may be continued as a part of the new staffing model?
28. Is adequate parking space available?

(ARTAGAPX.BOU)

Leadership Innovation Team

Motion: Mission Council moves that the presbytery authorize Mission Council to create a Leadership Innovation Team, to study the presbytery's structure, ministries, and purposes, which may lead to recommendations about the same to the presbytery. The team will comprise 7 to 10 members, appointed by Mission Council, and will report to Mission Council, which in turn will report the team's progress and any recommendations at each stated meeting of presbytery, until the team's work is completed.

COMMENTS

As the presbytery seeks to embody our strategic plan, become more creative in response to the post-COVID church, and to utilize the talents and job descriptions of our presbyters, we are asking the Presbytery of the James through its Mission Council to appoint a team of teaching elders, ruling elders and educators representing the diversity of our presbytery to serve as the Leadership Innovation Team or L.I.T.

During this time of discernment, L.I.T. will help lead the presbytery by re-envisioning its committee structures and purpose, for ministry in the 21st century and beyond, and by creating a revitalized vision of serving Christ and Christ's people within our borders and beyond.

2023 Budget – Recommendation and Comments

MOTION – The Mission Council moves and recommends the approval of the proposed 2023 Budget for the Presbytery of the James.

The current proposed budget is found on the following 5 pages in this report packet and is found in the last three columns on the page. The 2022 budget and the preliminary year-to-date actual amounts (the first two columns) are presented for comparison purposes.

The first draft of the budget was provided as a 'first reading' at the October 2022 stated Presbytery meeting. Today's proposed budget remains a 'balanced' one, with revenues of \$598,607, expenses of \$1,395,775, and uses of existing funds of \$794,168.

The Mission Council will issue and send out a memo of FAQs prior to the meeting to registered attendee commissioners. Additionally, comments from the Mission Council will be presented at the presbytery's meeting.

REMINDER – If your church has not submitted the total payment on its 2022 intent, nor sent in its 2023 intent, we encourage you to do so as soon as possible.

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED 2023 BUDGET
Submitted for approval - February 18, 2023**

DESCRIPTIONS	CY 2022		CY 2023 PRELIMINARY PROPOSED BUDGET		
	PRELIMINARY Jan - Dec	APPROVED BUDGET	GENERAL	SUPPORTED	TOTAL
SOURCES OF FUNDS					
<u>Congregational Intents -</u>					
Undesignated Support (POJ, Synod Per Capita, and GA)	533,647	615,000	525,000	0	525,000
Designated Giving to POJ Only	29,872	29,100	29,100	0	29,100
Per Capita (\$1.15 for Synod; \$9.85 for GA)	17,307	13,387	13,387	0	13,387
Designated Giving to Validated Missions thru GA	29,583	29,100	25,000	0	25,000
Congregational Intents / total	610,409	686,587	592,487	0	592,487
<u>Checking Account Interest</u>	47	18	20	0	20
<u>Other income</u>	6,040	6,100	6,100	0	6,100
TOTAL - SOURCES OF FUNDS	\$ 616,496	\$ 692,705	\$ 598,607	\$ -	\$ 598,607
USES OF FUNDS					
<u>Synod and General Assembly</u>					
Synod Per Capita (\$1.15 per member)	19,126	19,126	19,027	0	19,027
GA Per Capita (\$9.85 per member)	149,347	153,729	159,294	0	159,294
GA Shared Mission Support	23,101	29,100	25,000	0	25,000
Synod & General Assembly / total	191,574	201,955	203,321	0	203,321
<u>Constitutional Committees</u>					
Committee on Representations (COR)					
Administration for Committee	0	0	0	0	0
Committee on Nominations (CON)					
Administration for Committee	0	500	250	0	250
Permanent Judicial Commission (PJC)					
Administration for Commission	0	0	0	0	0
Constitutional Committees / total	0	500	250	0	250

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED 2023 BUDGET
Submitted for approval - February 18, 2023**

DESCRIPTIONS	CY 2022		CY 2023 PRELIMINARY PROPOSED BUDGET		
	PRELIMINARY Jan - Dec	APPROVED BUDGET	GENERAL	SUPPORTED	TOTAL
<u>Mission Council (MC)</u>					
Staff Costs					
Salaries	247,055	227,946	180,336	131,250	311,586
Housing Allowances	80,455	90,818	8,571	131,250	139,821
Payroll Taxes	23,004	21,770	11,402	20,081	31,483
Auto Expense (General / Lead Presbyter)	2,348	3,250	0	3,500	3,500
Auto Expense (Relational Care Presbyter)	794	0	0	3,500	3,500
Auto Expense (Congregational Care Presbyter)	512	0	0	3,500	3,500
Auto Expense (Stated Clerk)	0	0	3,000	0	3,000
Pension/Medical	96,849	92,658	32,578	99,812	132,390
Professional Expenses (General Presbyter)	1,124	3,833	0	0	0
General Expenses (General Presbyter)	596	0	0	0	0
Professional Expenses (Lead Presbyter)	1,858	0	0	2,500	2,500
Professional Expenses (Relational Care Presbyter)	1,923	0	0	2,500	2,500
Professional Expenses (Congregational Care Presbyter)	2,165	0	0	2,500	2,500
Continuing Education (Lead Presbyter)	0	0	0	2,500	2,500
Continuing Education (Relational Care Presbyter)	0	0	0	2,500	2,500
Continuing Education (Congregational Care Presbyter)	0	0	0	2,500	2,500
Coaching for Three Presbyters	0	0	0	1,800	1,800
Moving Expenses	34,815	24,000	0	0	0
Medical Reimbursement	3,621	10,000	0	0	0
Staff Costs / sub-total	<u>497,119</u>	<u>474,275</u>	<u>235,887</u>	<u>409,693</u>	<u>645,580</u>
Presbytery Office					
Utilities	10,235	10,900	11,000	0	11,000
Insurance	14,295	23,204	24,000	0	24,000
Office Supplies	1,659	3,500	4,200	0	4,200
Postage	1,120	400	600	0	600
Telephone/Internet	8,240	7,000	8,100	0	8,100

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED 2023 BUDGET
Submitted for approval - February 18, 2023**

DESCRIPTIONS	CY 2022		CY 2023 PRELIMINARY PROPOSED BUDGET		
	PRELIMINARY Jan - Dec	APPROVED BUDGET	GENERAL	SUPPORTED	TOTAL
Office Expenses (Lead Presbyter)	1,281	1,350	0	1,500	1,500
Office Expenses (Congregational Care Pres.)	596	1,350	0	1,500	1,500
Office Expenses (Relational Care Pres.)	596	1,350	0	1,500	1,500
Grounds/Building Maintenance	10,480	10,000	10,100	0	10,100
Remote Banking Fees	232	275	275	0	275
Audit	13,860	4,000	15,675	0	15,675
Payroll Expense	2,266	1,400	2,000	0	2,000
Presbytery Office / sub-total	64,860	64,729	75,950	4,500	80,450
Presbytery Operatons					
Discretionary Expense (Lead Pres.)	570	0	0	2,000	2,000
Discretionary Expense (Relational Care Pres.)	406	0	0	2,000	2,000
Discretionary Expense (Congregational Care Pres.)	30	0	0	2,000	2,000
Conferences / Retreats	0	0	12,500	0	12,500
Staff Enrichment	0	0	2,000	0	2,000
Communications & IT Support	22,659	20,250	14,000	1,000	15,000
Presbytery Meetings	11,514	1,600	5,400	0	5,400
Administration	374	1,500	500	0	500
Search Committee Interviews and Expenses	2,905	0	0	0	0
Leadership Innovation Team	0	0	5,000	0	5,000
Camp Hanover, Inc. (Per Covenant Agreement)	114,000	114,000	97,200	10,800	108,000
Capital Replacement Transfer	4,000	4,000	4,000	0	4,000
Presbytery Operations / sub-total	156,458	141,350	140,600	17,800	158,400
Mission Council / total	718,437	680,354	452,437	431,993	884,430
Commission on Ministry (COM)					
Administration for Commission	703	1,500	1,500	0	1,500
Parish Models	0	0	0	7,500	7,500
First call ministry Support	0	15,000	0	15,000	15,000
Commission on Ministry / total	703	16,500	1,500	22,500	24,000

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED 2023 BUDGET
Submitted for approval - February 18, 2023**

DESCRIPTIONS	CY 2022		CY 2023 PRELIMINARY PROPOSED BUDGET		
	PRELIMINARY Jan - Dec	APPROVED BUDGET	GENERAL	SUPPORTED	TOTAL
<u>Committee on Preparation for Ministry (CPM)</u>					
Financial Aid	5,375	13,000	7,000	0	7,000
Psychological Evaluations	1,961	1,500	2,000	0	2,000
Administration for Committee	0	500	500	0	500
Travel	0	700	0	0	0
Recruiting	0	2,000	500	0	500
Comm. on Preparation for Ministry / total	<u>7,336</u>	<u>17,700</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>
<u>Leadership Connections Team (LCT)</u>					
Administration for Team	0	500	200	0	200
Black Caucus	0	2,040	800	0	800
Collegiate Ministries	85,050	92,050	0	61,674	61,674
Community of Ministry & Worship	9,700	500	0	10,000	10,000
Older Adult	0	22,875	500	0	500
Presbyterian Women	0	2,500	0	0	0
Resource Center	3,600	3,600	0	1,500	1,500
Small Church	875	6,950	0	4,000	4,000
Stewardship	0	2,000	0	200	200
Youth Ministry	0	6,600	0	200	200
Leadership Connections Team / total	<u>99,225</u>	<u>139,615</u>	<u>1,500</u>	<u>77,574</u>	<u>79,074</u>

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED 2023 BUDGET
Submitted for approval - February 18, 2023**

DESCRIPTIONS	CY 2022		CY 2023 PRELIMINARY PROPOSED BUDGET		
	PRELIMINARY Jan - Dec	APPROVED BUDGET	GENERAL	SUPPORTED	TOTAL
<u>Mission and Service Team (MAST)</u>					
Administration for Team	35	200	200	0	200
Disaster Relief Team	1,900	6,000	1,000	0	1,000
Haiti	0	12,500	12,500	0	12,500
Dismantling Racism	0	500	500	0	500
Evangelism and Church Growth	51,316	47,000	0	104,000	104,000
Voices of Jubilee	25,000	25,000	0	40,000	40,000
Coaching for of pastors of NWC <i>(included in line item for Evangelism & Church Growth in 2023)</i>	1,900	4,500	0	0	0
Public Policy	6,500	7,100	1,500	0	1,500
Self Development of People	575	1,500	500	0	500
Social Justice	1,000	1,000	1,000	0	1,000
World Mission	2,584	10,000	10,000	0	10,000
Southwood Project Habitat of Great Charlottesville ('21,22,23,24,25)	0	43,000	20,000	0	20,000
MAST/totals	<u>90,810</u>	<u>158,300</u>	<u>47,200</u>	<u>144,000</u>	<u>191,200</u>
<u>1,001 Worshipping Communities Team (WCT)</u>					
Administration for Team	0	0	0	500	500
TOTAL - USES OF FUNDS	<u>\$ 1,108,085</u>	<u>\$ 1,214,924</u>	<u>\$ 716,208</u>	<u>\$ 676,567</u>	<u>\$ 1,392,775</u>
SUBTOTAL NET INCOME (LOSS)	<u>\$ (491,589)</u>	<u>\$ (522,219)</u>	<u>\$ (117,601)</u>	<u>\$ (676,567)</u>	<u>\$ (794,168)</u>
SUPPORT FROM EXISTING FUNDS					
Church & Ministries Development Fund	415,681	493,059	0	676,567	676,567
Genesis & Generations Fund	0	29,160	117,601	0	117,601
Use of Existing Funds/total	<u>415,681</u>	<u>522,219</u>	<u>117,601</u>	<u>676,567</u>	<u>794,168</u>
NET INCOME (LOSS)	<u>\$ (75,908)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Trustees of Presbytery of the James, Inc.
Report to February 18, 2023 Stated Meeting of the Presbytery
November 16, 2022 and January 18, 2023 Trustees meetings

The Trustees report the following as information:

1. Our outside investment manager with RBC Wealth Management presented a quarterly financial report of the presbytery's investments. They have been performing better than average and outperforming the S&P 500 index (as well as others).
2. The Trustees continue to pursue the sale of real property of the former Gordonsville and Montrose Presbyterian churches.

The Trustees report taking the following actions:

1. Closed on the sale of property at the corner of Route 288 and Patterson Avenue in Goochland County.
2. Arranged for the transfer of the real property of Trinity Church, Richmond from the church to the Trustees.
3. Authorized outside counsel to prepare and file a motion for summary judgment in litigation involving the former Victoria Presbyterian Church property in Blackstone.
4. Elected a slate of corporate officers for 2023 consisting of:
 - Dan Jordanger as president
 - Carol Martin as vice president
 - Steven Hicks as corporate secretary
 - Rev. Dr. Floretta Barbee-Watkins as corporate treasurer

The Trustees report the following actions made as a commission: None

The Trustees make the following consent agenda recommendation: None

The Trustees make the following recommendation:

1. Background: At the October 15, 2022 Stated Meeting of the presbytery, the presbytery approved creation of an Administrative Commission to consider the dissolution of Trinity Church in Richmond. In the course of its work, the Administrative Commission has received expressions of interest from third parties, including a church of a different denomination, for a potential purchase of Trinity's real property. Representatives of the church have indicated that their interest may be predicated on closing of a transaction during the first half of 2023.

In anticipation of the dissolution of Trinity Church, the Trustees hereby make the following recommendation to the presbytery: **Trustees of Presbytery of the James, Inc. move that the presbytery authorize the Trustees to sell the real property formally owned by Trinity Presbyterian Church for no less than 90% of the appraised value of \$375,000.**