



**115th Stated Meeting • Saturday, October 21, 2023
Hybrid Meeting Zoom/Westminster Church, Richmond
4103 Monument Ave. Richmond VA 23230**

Agenda

- 9:00** Gathering, Greeting, Refreshments
- 9:15** Pre-meeting Preparation and Instructions for Hybrid Meeting
- 9:30** Call to Order, Prayer, Land Acknowledgment and Welcome..... Teaching Elder Rosalind Banbury
POJ Moderator, Bethlehem Church
- Adoption of the Agenda..... Ruling Elder Kenna Payne
Westminster Church, Richmond
- Adoption of Meeting Rules (p.3)..... Teaching Elder R. Charles Grant
Retired
- Welcome of First-time Commissioners, Corresponding Members, and Guests
- Welcome of New Minister Members..... Teaching Elder Sarah Schutte
Milford Church
- Recognition of Retirements..... Teaching Elder Seth Lovell
Olivet Church, Charlottesville
- 10:00** Worship Service including the Lord’s Supper and Necrology..... Teaching Elder Chris Burton
Director of the Leadership Institute, Union Presbyterian Seminary
- Stated Clerk Report (p. 5)..... Teaching Elder R. Charles Grant
- Consent Agenda (p. 12)..... Teaching Elder R. Charles Grant
- 11:00** **Order of the Day: Mission Council Report** (pp. 12-29)..... Ruling Elder Kenna Payne
- Trustees of the Presbytery, Inc. Report (pp.30-34) Ruling Elder Dan Jordanger
Providence Church, Gum Spring
- Commission on Ministry Report (pp. 35-53)..... Teaching Elder Seth Lovell
- Presbyters’ Report..... Teaching Elders Flo Barbee Watkins and Leigh Anne Ring and
Ruling Elder Barbara Chalfant
- Camp Hanover Report (pp. 54-55)..... Doug Walters
Executive Director
- 12:00** **Announcements, Break and Lunch (BYO lunch, beverages provided)**
- 12:45** **Order of the Day: Committee on Preparation for Ministry** (p. 57)..... Ruling Elder Chad Wayner
South Plains Church, Keswick
- Leadership Connections Team Report (pp. 57-60)..... Natasha Taylor
Salisbury Church, Midlothian
- Mission and Service Team Report (pp. 61-64)..... Teaching Elder Mary Jane Winter
Member at Large
- Leadership Innovation Team Report (pp. 64-65)..... Teaching Elder Janet James
The Gayton Kirk, Henrico
- New Worshipping Communities Team Report (p. 65)..... Teaching Elder Alex Creager
Bon Air Church
- Committee on Nominations Report (p. 66)..... Teaching Elder Walter Canter
Blue Ridge Church, Ruckersville
- 2:30** Adjournment and Closing Prayer..... Teaching Elder Rosalind Banbury

Presbytery of the James

Commonly Used Acronyms

Denomination-wide

PC(USA)	Presbyterian Church (U.S.A.)
BOC	<i>The Book of Confessions</i>
BOO	<i>Book of Order</i>
BOP	Board of Pensions
CLC	Church Leadership Connection
FDN	Presbyterian Foundation
OGA	Office of the General Assembly
PDA	Presbyterian Disaster Assistance
PHS	Presbyterian Historical Society
PILP	Presbyterian Investment and Loan Program
PMA	Presbyterian Mission Agency
POAMN	Presbyterian Older Adult Ministries Network
PW	Presbyterian Women

Presbytery of the James

APC	Administration & Pastoral Care Committee (a committee of COM)
COM	Commission on Ministry
CON	Committee on Nominations
COR	Committee on Representation
CPC	Commissioned Pastor Committee (a committee of COM)
CPM	Committee on Preparation for Ministry
CPR	Church and Pastor Relations Committee (a committee of COM)
Exams	Examinations Committee (a committee of COM)
IAG	Investment Advisory Group (a committee of the Tr)
LCT	Leadership Connections Team (8 underlying ministries)
LIT	Leadership Innovation Team (task force of the MC)
MAST	Mission & Service Team (5 underlying ministries)
MC	Mission Council
NWCT	New Worshiping Communities Team (incl. Immigrant Communities)
Personnel	Personnel Committee of the Mission Council
PJC	Permanent Judicial Commission
SDOP	Self-Development of People (a ministry under MAST)
SMA	Synod of the Mid-Atlantic
Tr	Trustees (of the Corporation)
TRC	Transitional Relations Committee (subcommittee of the COM)

Rules for Presbytery Meetings

The Stated Clerk is available to assist anyone with the rules of order, proper motions to make to accomplish their purpose, and wording of motions. Please do not hesitate to seek help if needed.

1. Silence all electronic devices.
2. If you are attending in person, please do not log into the Zoom meeting. This will help maintain the proper internet bandwidth necessary to conduct the meeting.
3. If you are attending via Zoom, please mute your link until you are called upon to speak by the Moderator.
4. To seek recognition:
 - a. In person, go to the microphone and wait to be recognized by the Moderator.
 - b. Via Zoom, use the Raise Your Hand function and wait to be recognized by the Moderator.
 - c. Via phone, press *9 and wait to be recognized by the Moderator.
5. If you are attending via Zoom, do not use the Chat feature as a means of debating the motion.
6. Should you wish to make a motion, fill out a motion form found at the registration table and near the microphone. When you have completed your motion form, present it to the Stated Clerk. If you are on Zoom, use the motion form from the POJ website in the meeting information section and email it to the Stated Clerk—statedclerk@presbyteryofthejames.org. If possible, please present to the Stated Clerk prior to making your motion.
7. Debate on all debatable motions shall be limited to 3 minutes and 1 time per person.
8. The vote count will be tallied by the Zoom administrator and the Stated Clerk, with the results presented to the Moderator for announcement of the outcome.
9. Minutes of the meeting will be read and approved by a committee of four individuals who are known to have attended the meeting. These individuals will be selected by the Stated Clerk from two regions on a rotating basis. The Stated Clerk will report on the minutes at the next presbytery meeting.

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 with 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
June 20, 2023**

I. Communications

- A. Readers of the presbytery minutes for the stated meeting on June 20, 2023, and the called meeting on August 31, 2023, have approved those respective minutes. The stated clerk will recruit commissioners present today from Regions E and F to read and approve the minutes of this meeting.
- B. TE Katherine Jackson and RE Cherry Peters served as commissioners to the 252nd Synod of Mid-Atlantic Assembly, and Lead Presbyter Floretta Barbee-Watkins, Synod Vice Moderator RE Barry Parks, and Commissioned Pastor Peggy Fox attended the meeting and report on the meeting (pp. 8-11).

II. Commission Reports: None.

III. The Stated Clerk reports the following for information.

- A. After a long delay, the review of Session minutes for 2022 is underway.
- B. Per the provisions of the *Manual of Operations*, the Moderator of Presbytery has called a special meeting for Thursday, November 16, 2023, 5:00 – 7:00 p.m. (Registration and light meal will be provided 5:00 – 5:45. Business will commence at 6:00 p.m.), for the purposes of:
 - 1. Adopting the Presbytery’s 2024 Budget
 - 2. Acting on a recommendation from the Commission on Ministry
 - 3. Considering nominees from the Committee on Nominations

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

- A. That the Balancing of Presbytery Commissioners for 2024 be approved (pp. 6-7). The Committee on Representation has reviewed and approves the plan.

V. The Stated Clerk makes the following recommendation:

- A. Moves the adoption of the Rules for Presbytery Meetings (p. 3).

**The Presbytery of the James
Balancing of Commissioners
for 2024
in accordance with G-3.0301**

1. Ministers of the Word and Sacrament¹		
Validated, serving in a congregation	75	
Validated, serving outside of the congregation	38	
Members at Large	35	
Subtract (normally unable to attend)	-9	
Subtotal		139
Honorably Retired (111), of whom we count 14 for balancing	14	
Subtotal		14
Total		153

1. Ruling Elders		
Elected by 97 sessions as commissioners to presbytery (G-3.0202a)		
4 commissioners from each of 3 congregations having 900 or more Members	12	
3 commissioners from each of 3 congregations having 600 to 899 members	12	
2 commissioners from each of 20 congregations having 143 to 599 members	40	
1 commissioner from each of 70 congregations having 142 or fewer members	70	
Subtotal		134
Enrolled by presbytery during terms of elected service to presbytery or its congregations (G-3.0301)		
Moderators ² of POJ, Teams, or Committees	5	
RE's commissioned ³ to do pastoral work in a congregation	6	
Certified Educators ⁴ who are ruling elders and congregation members (G-2.1103b)	8	
Subtotal		19
Total		153

This plan is subject to amendment, 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 Retired. Numbers of minister members are given as they were on September 21, 2023.

² Cherry Peters (Moderator) Chad Wayner (CPM), Dan Jordanger (Trustees), Tessa Shuman (COR), Natasha Taylor (LCT)

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

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

**Ruling Elder Commissioners from Each Session
January 1, 2024 to December 31, 2024**

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

Charlottesville First, Fredericksburg, Richmond First.

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

Richmond Second, River Road, Salisbury, 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, Village, Waddell Memorial, Westminster Petersburg, Woodlawn, Woodville, Zion Hill.

Average Attendance per Stated Meeting of Ministers & Ruling Elders 2010-22
**2023 figures are averages of attendance at only the Feb and June stated meetings*

Year	All T.E.s	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
*2023	97	84	73

Reports from the Synod of the Mid-Atlantic's 252nd Assembly Massanetta Springs Conference Center, September 10 – 13, 2023

Cherry Peters, Ruling Elder, Second Church Richmond

Over 100 people – presbytery commissioners, leaders of presbytery COM and CPM commissions, presbytery execs and stated clerks – gathered at Massanetta Springs on Sunday afternoon to learn, share, hope, and plan.

We gathered on Sunday night for a worship service with our customary sacred land acknowledgement and the Rev. Dr. Diane Moffett, president and executive director of the Presbyterian Mission Agency, preaching. (Diane was just one of the many representatives of the Office of the General Assembly to participate in the entire three days of programming.) There was drumming, prayer, and song.

On Monday morning, Synod exec Rev. Warren Lesane, Jr. set the course for the Assembly. Planning for the 252nd Assembly began in late 2022, pursuing a commitment made in the 250th Assembly to the Next Generation Initiative, a focused movement to address the impact on Black church leadership from the reunion of the northern and southern Presbyterian denominations in the early 1980s. He went over the history of how we got where we are. When the two denominations merged, there was an extensive reorganization of synods and presbyteries (to eliminate overlapping and other issues). Prior to reunion, within the bounds that would become our Synod of the Mid-Atlantic there were five presbyteries with Black churches and Black leadership throughout, and all were merged into white-led presbyteries in the reorganization. At the time this organization was finalized, a commitment was made to be intentional about including Black voices in the leadership of the presbyteries and synod, but little was actually done.

Today, we have some Black leadership in our presbyteries and at the synod, but many (most?) of our Black congregations are under stress. Our Synod has 25% of the Black congregations in the PC(USA) within our bounds. Meanwhile, we are a Matthew 25 Synod aspiring to, among other things, address systemic racism, especially when it's in our house! Who better than this synod to find ways to address this issue? So the focus of this assembly was the Next Generation Initiative and starting to find ways to lift up our Black voices and Black congregations.

Key points for me were that more than 80% of Black churches in the PC(USA) are without installed pastors, and even if pastors were available, most of these churches could not afford to call them. Many of the Black churches are served by part-time pastors who also have second jobs. In order to revitalize many of our Black congregations, we need more Black pastors, so we need more Black seminarians and/or certified ruling elders. And we need an answer to how to help our struggling Black congregations, which have been negatively affected by generations of economic discrimination, to be able to afford to call and support pastors to care for their congregations.

Over the following two and a half days, we heard from the following leaders, and key points for me were:

- Rev. Dr. Bruce Grady and Rev. Dr. Tim Cargal - shifting trends in Church and Society
 - Many of our Black churches have part-time pastors who have another full-time job to be able to support their families.
 - Some churches are getting by with all pulpit supply preachers.

- Rev. Anthony Jermaine-Ross Allam, OGA Center for Repair of Historical Harm - insights
 - Repair is not Reparations. (But it has to come first!)
 - “Reparations” is an act, or a series of acts, a strategy undertaken by a government or organization to heal the downstream effects of historic harm. “Repair” is the task.
 - Not all Black Presbyterians are the same. Major cultural differences exist between 20th century African immigrants and the descendants of the trans-Atlantic slave trade diaspora.
 - Learning about “hermeneutic suspicion” – the biblically based myth that Black people are evil, “wrapped in shameful sin” – and stories of Black mothers who scrubbed their children on Sunday mornings before church with Clorox and Ajax to lighten their skin – was chilling.
- Renita Page (consultant to the Synod) Snapshots (statistics gathered on our 14 presbyteries)
 - Reality of the impact on our African American Congregations and Leadership
- Shavon Starling-Louis, Co-Moderator of the PC(USA)
 - Moderated a conversation among 2 recently ordained Black pastors and 2 Black seminarians (emerging young presbyterian voices).
- Rev. Dr. Tim Cargal, Associate Director for Ministry Leadership Development (OGA) and Rev. Dr. David Cho, Assistant Professor of Spiritual Care and Counseling and Co-Director of the Center for Practical Theology at Boston University School of Theology
 - More than half of current seminarians DO NOT plan to pursue a pulpit. Most are pursuing chaplaincy or non-profit sector careers.
 - The administrative responsibilities of being a pastor are not what they want to spend their time on.
 - They see their calling as pastoral CARE of parishioners.
- Rev. Carlton Johnson, Associate Director of Theology, Formation and Evangelism for the PC(USA)
 - The lack of spiritual formation appears to be a major reason congregations are declining and fewer young people are feeling called.
 - Treat the people in your pews as HOLY. God sends them to you for a reason, maybe it’s so you can learn something from them.

There were other people from the OGA present, including Dr. Corey Schlosser-Hall, Deputy Executive Director of Vision, Innovation & Rebuilding in the Presbyterian Mission Agency. These folks were moderators of discussion groups and ran a PC(USA) Agencies listening engagement on Tuesday evening and Wednesday morning.

POSTSCRIPT: When I first started writing this report on the 252nd Assembly of the Synod of the Mid-Atlantic, words just poured out! By the time I got to the second presentation on Monday morning, it was already 3 pages long. It had “TLDR” written all over it. (For the non-initiated, that stands for “Too Long Didn’t Read” and is a pejorative response to a message.) This assembly was a spiritual experience for those of us who attended, but capturing it in a reasonably-sized written report is impossible. So, I scrapped that version and started over.

I can only say “You Had To Be There!”

Report from the Synod of the Mid-Atlantic's 252nd Assembly Peggy Fox, Commissioned Pastor, Woodville Presbyterian Church

I was given the opportunity by the Reverend Charles Grant, Temporary Stated Clerk of the Presbytery of the James, to be a guest leader representing the Black Churches in our presbytery at the 252nd Synod of the Mid-Atlantic Assembly in Harrisonburg, VA, at Massanetta Springs Camp and Conference Center from Sunday, September 10 – Wednesday, September 13, 2023. All four days focused on one aspect of the Matthew 25 Initiative which was Church Vitality with emphasis on the loss of vitality in Black Presbyterian Churches.

All of the presentations that were given, all of the analytical data that was shared, and all of the table-talk conversations in which I participated confirmed what I already knew – that the Black churches within our Presbytery, and within our Synod, are struggling to remain vital and relevant within their communities because of aging congregations; a lack of called and installed, covenant, or commissioned ruling elders to serve as pastors; buildings that are in serious need of repair; minimal budgets that barely keep the doors open; a lack of resources; and other factors that are too numerous to list. But it also became apparent that these problematic concerns are also indicative of the majority of the small churches within our Presbytery and our Synod.

In spite of all of the things that are of great concern regarding our Black churches, the Reverend Dr. Diane Moffett encouraged us in her Spirit-filled message on Sunday night to *“Look Again! What do You See?”* After sharing all of the depressing data about the state of the Black Church on Monday morning, that even brought some persons to tears, Reverend Renita Page’s message was *“Yet”* taken from Job 14:7-9 that says, *“At least there is hope for a tree: if it is cut down, it will sprout again, and its new shoots will not fail. Its roots may grow old in the ground and its stump die in the soil, **yet** at the scent of water it will bud and put forth shoots like a plant.”* (NIV) She used these verses to offer hope for what we believe will be: renewed hope, new growth, revitalized evangelism that leads to revitalized ministries, needed resources, and a renewed vision and mission to do the work Christ has called us to do.

In response to the loss of vitality within our Black congregations, the Synod of the Mid-Atlantic Assembly also launched its Next Generation Initiative that is committed to identifying, nurturing, and serving as advocates for the next generation of African American clergy to serve in congregations and councils of the church and throughout our Presbytery, our Synod, and throughout the Presbyterian structure. I am looking forward to hearing more about the next phase of the Next Generation Initiative. Yet, there is hope.

Our time together was filled with worship, inspiring messages, an eye-opening history lesson on the plight of the five All Black Mid-Councils, intentional table-talks over lunch, informative reports, a lively and honest panel discussion by young Black Presbyterian Clergy led by Reverend Shavon Starling-Louis on what it means to be authentically Black and Presbyterian, and an insightful presentation on healthy pulpits/healthy pews. The business of the Synod of the Mid-Atlantic was efficiently carried out, committee reports were presented, and the Reverend Dr. Eunil David Cho was elected as the new Moderator and Ruling Elder Barry Parks was elected the new Vice Moderator for the Synod of the Mid-Atlantic.

It was affirming to know that our national staff persons were in attendance and that they are also committed to the work of revitalizing our Black congregations. It was a great opportunity to meet and

network with persons representing the Presbyterian Mission Agency, the Administrative Services Group, the Presbyterian Foundation, the Office of the General Assembly, and the Board of Pensions.

What a privilege and a blessing it was for me to have been able to attend the 252nd Mid-Atlantic Assembly. The registration was easy and the staff was friendly and very helpful. The assembly was well-organized, informative, Spirit-filled, affirming, challenging, insightful, transforming, and most importantly, hopeful.

Report from the Synod of the Mid-Atlantic's 252nd Assembly
Barry Parks, Ruling Elder, Westminster Church, Charlottesville

I attended as the Vice Moderator-elect, and I had absolutely no idea about what to expect going in. I had a really great time, and I learned a lot about what the Synod is doing, and most importantly I made a lot of new friends there.

First off, the Synod staff - Warren Lesane and Tami Scott - are a real blessing. This was the first time that I got to meet them in person, and they are just what we need - organized, professional and easy to get along with. Addie Peterson, the Moderator, and David Cho, the Vice Moderator, were wonderful and I really enjoyed working with them. There is a LOT of work going on behind the scenes to make this kind of thing happen, and they were all more than up to the task. I'm really looking forward to working with all of them for the next three years.

The theme of the meeting was Matthew 25: Vital Black Leadership and Vital Black Churches. I learned a LOT about the particular struggles that Black churches have, which was the whole point. Of course, all churches are struggling now, but it's much worse for Black churches. One phrase I heard a lot was "when White churches catch cold, Black churches get pneumonia." We talked (by Zoom) with several Black seminary students, and I was very surprised to hear one of them say that after graduating from seminary, she could NOT get a call at a Black church. I was like, what?! She said it was just not an option, so she ended up at a White church, which really didn't work for her. I don't get that. Another student was asked if seminary had prepared him for the realities he faced, and the answer was a quick, firm NO. That's not good.

Another phrase I heard was "toxic charity." If I understood it correctly, the idea is that sometimes people make things worse when they try to "help." I need to work on that one some more. And another phrase that I really identified was people talking about their church being "fossilized." Yes. There's a real thing where churches are getting older, and the congregation is more interested in doing the same thing - "we've always done it that way" - and then they die. To my way of thinking, it's a case of people only caring about what they want, and they just stop listening to what God is calling and equipping them to do. That kills churches.

All of the presenters were, in a word, excellent. Not only were they experts, but they also rocked it as speakers! And the worship services just took my breath away. The sermons were awesome, and people were literally singing and dancing in the aisles. The Holy Spirit was definitely with us.

The absolute best part was the fellowship. I quickly went from wondering what was going on to enjoying it and then being sorry when it was over. I felt very safe and welcome there and I made a lot of new friends. It was a very powerful thing to be with a bunch of pastors and ruling elders, talking shop and realizing just how much we all had in common. Whew!

Consent Agenda

Presbytery of the James 115th Stated Meeting
Hybrid Westminster, Richmond and Zoom Meeting
October 21, 2023

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

- A. That the Balancing of Presbytery Commissioners for 2024 be approved (pp. 6-7). The Committee on Representation has reviewed and approves the plan

II. The Committee on Preparation for Ministry makes the following recommendation in the Consent Agenda:

- A. That presbytery examine Inquirer Wendy Steeves (Blue Ridge) 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 faith in Jesus Christ and experience of God's grace, their sense of call and motives for seeking the ministry, and forms of Christian service undertaken.

Mission Council

Report to October 21, 2023 Stated Meeting of the POJ
June 21, July 19, August 16, September 20 meetings

The Mission Council reports this information:

1. Received regular reports from the Personnel Committee.
2. Received regular reports from the Finance Manager.
3. Received regular reports from the Stated Clerk.
4. Received regular reports from the Lead Presbyter for Vision and Collaboration.
5. Received regular reports from the Leadership Innovation Team.
6. Reviewed evaluations from the June stated meeting of the presbytery.
7. Discussed in depth the current status of the presbytery's finances, the 2024 budget, and the future use of funds from board-designated funds to meet the future's operating and mission purposes.
8. Received thank you letters for gifts in honor of POJ office staff member Franklin Reding's retirement.

The Mission Council reports taking the following actions:

1. Approved fully supporting Lauren Ramseur and Ashley Diaz Mejias in their application for a Lilly Grant for Voices of Jubilee.
2. Approved making donations to charities of Franklin Reding's choice, in recognition of his retirement from the Presbytery's staff.
3. Approved budget request from the Presbyter for Congregational Life Barbara Chalfant, speaking for the Nurture Committee, for \$1,500 (non-budgeted expense) for net costs associated with a one-day retreat for training of congregations' officers in several areas of responsibilities.

4. Approved reimbursing churches who host a presbytery meeting an amount to assist in covering staffing costs for IT support at the meeting. The amount approved was 50% of the gross cost, up to a reimbursable maximum of \$250.
5. Approved Coordinator for COM & CPM contract.
6. Approved Franklin Reding to fill Coordinator for COM & CPM contract position through the end of 2023.
7. Accepted resignation of Stated Clerk Steve Hicks as of July 31, 2023.
8. Approved Charles Grant as temporary Stated Clerk beginning August 1, 2023, while the search for a new Stated Clerk occurs.
9. Approved Job description for Stated Clerk
10. Approved the Personnel Committee to begin search for the Stated Clerk.
11. Approved a maximum of \$5,800.00 from the Advance Fund line item to help fund the New Professionals Retreat at the Roslyn Center.
12. Approved calling a special presbytery meeting on 8/29/23 at 7:00 p.m. for the purpose of ratifying the election of the Temporary Stated Clerk, Rev. R. Charles Grant.
13. Approved the text for the motions to ratify the Mission Council's election of Rev. R. Charles Grant, as Temporary Stated Clerk, and to amend the Presbytery of the James' Manual of Administrative Operations, Section Three, paragraph D, to authorize the Mission Council to elect a Temporary Stated Clerk, in the event a vacancy occurs, presented at the 8/29/23 special meeting.
14. Accepted resignation of Ruling Elder Chris Sorensen (Region B, Class of 2024) from Mission Council.
15. Approved a plan for Rev. James and Mr. Jordanger to visit the congregations with the largest 2023 intents, to thank them for their support, and to encourage them to increase their support, especially if the 2023 intent represented a cut from previous years.
16. Approved a working plan to be used to develop the first draft of the 2024 budget.
17. Approved agenda and location of the October 21 stated meeting.
18. Learned of the plans for and results of the 'Equipping the Saints' leadership training on 9/16/23 (see #3 above), the plans for the New Professionals Retreat (10/17 – 18), and the plans for an all-staff retreat (10/31).
19. Approved the draft 2024 budget to be presented as a 'first read' at the 10/21/23 presbytery meeting.
20. Approved the draft presentation of the use of the Church & Ministries Development Fund, to be presented as a 'first read' at the 10/21/23 presbytery meeting.
21. Scheduled Zoom sessions for the Council to answer questions and receive comments on the proposed 2024 budget. The sessions will be on Monday, 10/23/23, Tuesday, 10/24/23, and Thursday, 10/26/23, each to start at 7:00 p.m. Pre-registration will be necessary for those who wish to attend.
22. Working with the Moderator, approved a call for a special meeting of the Presbytery. The meeting will be held on Thursday, 11/16/23, at a time and place to be determined. The meeting will be a hybrid meeting, with physical attendance emphasized. Pre-registration will be necessary. The only business on the agenda will be the vote on the 2024 budget, the vote on the use of the Church & Ministries Development net asset fund, and the vote on a COM proposal concerning aspects of the Presbytery's Sexual Misconduct/Harassment Policy.

The Mission Council makes the following consent agenda recommendations: None

The Mission Council makes the following recommendations:

1. That the agenda for the October 21, 2023 stated meeting be approved.
2. That the presbytery form a new Antiracism Team charged to lead the POJ in addressing racism and other forms of discrimination in church and society; and charge the Lead Presbyter and Stated Clerk, in consultation with MAST, to convene those passionately interested and prepared to work through the Antiracism Team, which will:
 - Craft an antiracism policy for the presbytery’s consideration and implementation;
 - Design and conduct antiracism training opportunities for the presbytery as a whole and for individual congregations; and
 - Report at each stated meeting on the presbytery’s process and progress.

Comments:

The Presbytery of the James acknowledged in 2017 the Presbyterian Church in Virginia’s history of racism within the larger context and history of racism in America; and the Presbytery of the James has pledged to actively engage in combating and eradicating racism.

Background:

The 2022 General Assembly amended the Book of Order G-3.0106 to mandate all councils in the PC(USA) to adopt and implement an antiracism policy. This new requirement builds on the Church’s churchwide antiracism policy which affirms that “racism is the opposite of what God intends for humanity. ...[it] is a lie about our fellow human beings, for it says that some are less than others. Racism is a system of racial prejudice exerted by those in power – institutionally and individually, consciously and unconsciously – that is deeply ingrained in the history of the United States. It benefits white people in the dominant culture while disadvantaging and oppressing people of color.”

The aim of the new Antiracism Team is to build on the work begun by the Dismantling Racism Purpose Group (launched in 2018). Recognizing the widespread issue of racism within both our church and broader community, this action is a further pledge of the Presbytery of the James to actively engage in combating and eradicating racism.

The Antiracism Team would initially consist of those passionately interested and prepared to work through the Antiracism Team. In subsequent years, the Team members would be elected, as appropriate, by the presbytery.

3. **The Mission Council nominates the following to serve on CON and COR: TBA**

The Mission Council presents the following information:

1. **The Mission Council (MC) presents the proposed 2024 budget today as a ‘first reading.’**

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023
SUMMARY - LINE ITEM TOTALS**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL Jan - Aug	APPROVED Budget	GENERAL	SUPPORT FROM CH & MINIS FUND	TOTAL
SOURCES OF FUNDS					
Congregational Intents -	\$ 313,733.43	\$ 592,487	\$ 567,000	\$ -	\$ 567,000
Other income	5,041.08	6,120	8,020		8,020
TOTAL - SOURCES OF FUNDS	\$ 318,774.51	\$ 598,607	\$ 575,020	\$ -	\$ 575,020
USES OF FUNDS					
Synod and General Assembly	\$ 61,347.93	\$ 203,321	\$ 203,000	\$ -	\$ 203,000
Constitutional Committees	\$ -	\$ 250	\$ -	\$ -	\$ -
Mission Council (MC)					
Staff	\$ 430,240.03	\$ 645,580	\$ 190,263	\$ 393,304	\$ 583,567
Presbytery Office	71,768.49	80,450	81,023	4,500	85,523
Presbytery Operations	88,240.90	158,400	132,900	17,200	150,100
MC totals	\$ 590,249.42	\$ 884,430	\$ 404,186	\$ 415,004	\$ 819,190
Commission on Ministry (COM)	\$ 3,417.49	\$ 16,300	\$ -	\$ 17,400	\$ 17,400
Committee on Preparation for Ministry (CPM)	\$ 7,000.00	\$ 17,700	\$ 12,500	\$ -	\$ 12,500
Leadership Connections Team (LCT)	\$ 52,921.42	\$ 79,074	\$ 4,525	\$ 79,234	\$ 83,759
Mission and Service Team (MAST)	\$ 7,653.19	\$ 47,200	\$ 41,300	\$ -	\$ 41,300
New Worshipping Communities (NWC)	\$ 96,531.25	\$ 144,500	\$ -	\$ 117,248	\$ 117,248
TOTAL - USES OF FUNDS	\$ 819,120.70	\$ 1,392,775	\$ 665,511	\$ 628,886	\$ 1,294,397
EXCESS OF USES OVER SOURCES	\$ (500,346.19)	\$ (794,168)	\$ (90,491)	\$ (628,886)	\$ (719,377)
SUPPORT FROM EXISTING FUNDS					
Church & Ministries Development Fund	\$ 350,000.00	\$ 668,867		\$ 628,886	\$ 628,886
Genesis & Generations Fund	0.00	125,301	90,491		90,491
Support from Existing Funds / total	\$ 350,000.00	\$ 794,168	\$ 90,491	\$ 628,886	\$ 719,377
NET USE	\$ (150,346.19)	\$ -	\$ -	\$ -	\$ -

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL Jan - Aug	APPROVED Budget	GENERAL	SUPPORT FROM CH & MINIS FUND	TOTAL
<u>SOURCES OF FUNDS</u>					
<u>Congregational Intentions -</u>					
Undesignated Support (POJ, Synod Per Capita, and G.A.)	\$ 258,071.88	\$ 525,000	\$ 500,000		\$ 500,000
Designated Giving to POJ Only	21,594.64	29,100	29,000		29,000
Per Capita (\$1.15 for Synod; \$8.98 for G.A.)	15,636.72	13,387	13,000		13,000
Designated Giving to Validated Missions thru G.A.	18,430.19	25,000	25,000		25,000
Intentions / total	<u>\$ 313,733.43</u>	<u>\$ 592,487</u>	<u>\$ 567,000</u>	<u>\$ -</u>	<u>\$ 567,000</u>
Checking Account Interest	11.08	20	20		20
Other income	5,030.00	6,100	8,000		8,000
TOTAL - SOURCES OF FUNDS	<u>\$ 318,774.51</u>	<u>\$ 598,607</u>	<u>\$ 575,020</u>	<u>\$ -</u>	<u>\$ 575,020</u>
<u>USES OF FUNDS</u>					
<u>Synod and General Assembly</u>					
Synod Per Capita	\$ 14,270.25	\$ 19,027	\$ 19,000		\$ 19,000
GA Per Capita	40,000.00	159,294	159,000		159,000
GA Shared Mission Support	7,077.68	25,000	25,000		25,000
Synod & GA / total	<u>\$ 61,347.93</u>	<u>\$ 203,321</u>	<u>\$ 203,000</u>	<u>\$ -</u>	<u>\$ 203,000</u>
<u>Constitutional Committees</u>					
<u>Committee on Representation (COR)</u>					
COR - Committee Administration	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Committee on Nominations (CON)</u>					
CON - Committee Administration		250	0	0	0
<u>Permanent Judicial Commission (PJC)</u>					
PJC - Committee Administration		0	0	0	0
All Constitutional Committees / total	<u>\$ -</u>	<u>\$ 250</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL Jan - Aug	APPROVED Budget	GENERAL	SUPPORT FROM CH & MINIS FUND	TOTAL
Mission Council (MC)					
Staff					
Lead Presbytery for Vision	\$ 110,202.00	\$ 166,708		\$ 154,957	\$ 154,957
Presbyter for Congregational Care	73,874.00	115,555		118,627	118,627
Presbyter for Relatonal Care	83,274.00	127,430		119,720	119,720
Stated Clerk	19,592.00	38,525	18,502		18,502
Other Staff members	143,298.03	197,362	171,761		171,761
MC Staff / sub-total	<u>\$ 430,240.03</u>	<u>\$ 645,580</u>	<u>\$ 190,263</u>	<u>\$ 393,304</u>	<u>\$ 583,567</u>
Presbytery Office					
Utilities	\$ 6,633.71	11,000	11,000		11,000
Insurance	24,897.10	24,000	26,000		26,000
Office Supplies	3,008.66	4,200	4,200		4,200
Postage	331.93	600	600		600
Telephone/Internet	5,819.38	8,100	8,400		8,400
Office Expense (Lead Presbyter)	1,069.43	1,500		1,500	1,500
Office Expense (Congregational Presbyter)	800.00	1,500		1,500	1,500
Office Expense (Relational Care Presbyter)	800.00	1,500		1,500	1,500
Grounds/Building Maintenance	10,138.20	10,100	11,000		11,000
Remote Bank Fees	137.57	275	250		250
Audit	16,458.75	15,675	17,273		17,273
Payroll Expense	1,673.76	2,000	2,300		2,300
MC Presbytery Office / sub-total	<u>\$ 71,768.49</u>	<u>\$ 80,450</u>	<u>\$ 81,023</u>	<u>\$ 4,500</u>	<u>\$ 85,523</u>

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL Jan - Aug	APPROVED Budget	GENERAL	SUPPORT FROM CH & MINIS FUND	TOTAL
Presbytery Operations					
Lead Presbyter Discretionay Expense	\$ 447.43	\$ 2,000		\$ 2,000	\$ 2,000
Relational Care Presbyter Discretionary Expense	834.03	2,000		2,000	2,000
Congregational Care Presbyter Discretionary Expense	87.64	2,000		2,000	2,000
Conferences/Retreats	6,566.19	12,500	12,500		12,500
Staff Enrichment	51.48	2,000	2,000		2,000
Communications & IT Support	4,486.26	15,000	14,000	1,000	15,000
Presbytery Meetings	3,200.00	5,400	3,000		3,000
Administration	567.87	500	600		600
Leadership Innovation Team		5,000	5,000		5,000
Camp Hanover, Inc. (per Covenant Agreement)	72,000.00	108,000	91,800	10,200	102,000
Capital Replacement Transfer		4,000	4,000		4,000
MC Presbytery Operations / sub-total	\$ 88,240.90	\$ 158,400	\$ 132,900	\$ 17,200	\$ 150,100
MC totals	\$ 590,249.42	\$ 884,430	\$ 404,186	\$ 415,004	\$ 819,190
<u>Commission on Ministry (COM)</u>					
COM - Committee Administration	\$ 401.49	\$ 1,500		\$ 1,500	\$ 1,500
COM - Parish Models		7,500			
COM - Psych Evaluations for CLP candidates				1,200	1,200
COM - First call ministry Support	3,016.00	7,300		7,200	7,200
COM - Pastors' Retreat				2,500	2,500
COM - New Professionals Orientation				1,500	1,500
COM - Conflict Resolution Teams - training				3,500	3,500
COM / total	\$ 3,417.49	\$ 16,300	\$ -	\$ 17,400	\$ 17,400
<u>Committee on Preparation for Ministry (CPM)</u>					
CPM - Financial Aid	\$ 6,500.00	\$ 13,000	\$ 7,800		\$ 7,800
CPM - Psychological Evaluations	500.00	1,500	1,500		1,500
CPM - Committee Administration		500	500		500
CPM - Travel		700	700		700
CPM - Recruiting		2,000	2,000		2,000
CPM / total	\$ 7,000.00	\$ 17,700	\$ 12,500	\$ -	\$ 12,500

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL	APPROVED	SUPPORT FROM		
	Jan - Aug	Budget	GENERAL	CH & MINIS FUND	TOTAL
<u>Leadership Connections Team (LCT)</u>					
LCT - Team Administration		\$ 200	\$ -	\$ -	\$ -
LCT - Black Caucus		800	2,850		2,850
LCT - Collegiate Ministries / Total	38,693.68				
University of Mary Washington		23,450		23,450	23,450
University of Virginia		16,784		16,784	16,784
Virginia Commonwealth University		16,750		16,750	16,750
Virginia State University		4,690			
LCT - Community of Ministry & Worship	8,549.70	10,000		9,500	9,500
LCT - Older Adult		500	1,675		1,675
LCT - Resource Center	1,125.00	1,500		1,000	1,000
LCT - Small Church	4,553.04	4,000		6,900	6,900
LCT - Stewardship		200			
LCT - Nurture				2,250	2,250
LCT - Youth Ministry		200		2,600	2,600
LCT / total	\$ 52,921.42	\$ 79,074	\$ 4,525	\$ 79,234	\$ 83,759
<u>Mission and Service Team (MAST)</u>					
MAST - Team Administration	\$ 20.18	\$ 200	\$ 200	\$ -	\$ 200
MAST - Disaster Relief Team	133.01	1,000	6,000		6,000
MAST - Dismantling Racism		500			
MAST - Public Policy	1,500.00	1,500			
MAST - Self Development of People		500	300		300
MAST - Social Justice		1,000	5,800		5,800
MAST - World Mission / Haiti	6,000.00	22,500	9,000		9,000
MAST - Southwood Project Habitat of Greater Ch'ville (2021 - 2025)		20,000	20,000		20,000
MAST / total	\$ 7,653.19	\$ 47,200	\$ 41,300	\$ -	\$ 41,300

**PRESBYTERY OF THE JAMES
PRELIMINARY PROPOSED CY 2024 BUDGET
First Reading - October 21, 2023**

DESCRIPTIONS	CY 2023		PRELIMINARY CY 2024 PROPOSED BUDGET		
	ACTUAL Jan - Aug	APPROVED Budget	GENERAL	SUPPORT FROM CH & MINIS FUND	TOTAL
<u>New Worshipping Communities (NWC)</u>					
NWC - Administration for team	\$ 87.30	\$ 500		\$ 500	\$ 500
NWC - Holy Trinity	9,150.00	35,000		26,250	26,250
NWC - All Nations	25,793.95	39,000		29,250	29,250
NWC - All Nations - BOP				1,630	1,630
NWC - Voices of Jubilee	40,000.00	40,000		30,000	30,000
NWC - Voices of Jubilee - BOP				2,618	2,618
NWC - Every Table	18,750.00	25,000		25,000	25,000
NWC - Tappahannock	2,250.00	3,000			
NWC - Coaching	500.00	2,000		2,000	2,000
NWC / total	\$ 96,531.25	\$ 144,500	\$ -	\$ 117,248	\$ 117,248
TOTAL - USES OF FUNDS	\$ 819,120.70	\$ 1,392,775	\$ 665,511	\$ 628,886	\$ 1,294,397
EXCESS OF USES OVER SOURCES	\$ (500,346.19)	\$ (794,168)	\$ (90,491)	\$ (628,886)	\$ (719,377)
<u>SUPPORT FROM EXISTING FUNDS</u>					
Church & Ministries Development Fund	\$ 350,000.00	\$ 668,867		\$ 628,886	\$ 628,886
Genesis & Generations Fund	0.00	125,301	90,491		90,491
Support from Existing Funds / total	\$ 350,000.00	\$ 794,168	\$ 90,491	\$ 628,886	\$ 719,377
NET USE	\$ (150,346.19)	\$ -	\$ -	\$ -	\$ -

The proposed budget is found on the preceding 5 pages in this report packet and is found in the last three columns on each page. The 2023 budget and the August 2023 year-to-date actual amounts (the first two columns) are presented for comparison purposes. This proposed 2024 budget reflects revenues of \$575,020, expenses of \$1,294,397, and a net loss of \$719,377. Of that proposed loss, \$628,886 (87% of the loss) would be supported by the Church and Ministries Development (net asset) Fund.

We have provided both a one-page (i.e., quick) summary and a five-page detail report.

On 8/31/23, the Church and Ministries Development Fund had a balance of \$4,219,020.

Since the February 2023 presbytery meeting, the MC has approached the preparation of the 2024 budget in the following manner:

- we began our work at our March 2023 regular meeting (immediately following the February 2023 presbytery meeting),
- we committed to monthly meetings for 2024, to discuss all budget-related topics (the MC usually meets on a bi-monthly basis),
- we worked out details of study in two task forces, each of which met on their own regular schedules,
- we met twice with the leaders of the presbytery's committees, commissions, teams, and entities, to discuss the 2024 budget process and their role in developing the budget amounts,
- we met with the presbytery's Finance/Accounting Consultant on various topics of actual amounts spent, history of expense categories, and budget levels for the office and presbytery operations,
- we reviewed the presbytery's Strategic Plan (approved by the presbytery in February 2021) and its provisions and information about financing and staffing,
- we discussed staffing levels, support of core functions and ministries, and the continued level of use of the Church & Ministries Development fund, and
- we reviewed two drafts of this proposed budget in its early stages.

As the MC progressed through the year, our conversations came together around two key themes – **healthy pastors and vital congregations** (emphasized in the 2021 Strategic Plan) and **the core responsibilities of a / the presbytery**. After we verbalized those themes, all of our subsequent conversations focused on these two themes.

Through conversations with the presbyters and the initial work of the Leadership Innovation Team (LIT), we have become aware of the continued stresses being felt by the presbytery's pastors and congregations. The presbytery's continued development of support mechanisms for our pastors and churches are reflected in this proposed budget.

There are a few items to be pointed out about this proposed budget.

FIRST, the proposed budget reflects a continued reduction in the budgetary support ('intents') from the presbytery's congregations. The MC is developing plans to discuss these trends with the congregations.

SECOND, the proposed budget includes funding for the continuation of the three-presbyter model. It also includes a modest salary increase for all staff members, effective 1/1/24.

THIRD, the proposed budget reflects projected expenses of the various commissions, committees, teams and entities of the presbytery. The leaders of those entities have been involved in the discussions concerning these budget items.

The MC will provide additional verbal comments at the presbytery meeting.

The MC will also provide three opportunities for conversations with the MC members during the week after the meeting. These meetings will be held by Zoom only, and all are invited to attend to ask questions and to hear additional comments.

These meetings are scheduled for 7:00 p.m. on each of the three days -

MONDAY, 10/23/23

TUESDAY, 10/24/23

THURSDAY, 10/26/23

You must register for any of the meetings through the presbytery's website.

The MC will take all comments and questions into consideration when the MC finalizes the budget for presentation and a vote.

A special meeting of the presbytery has been called to hear the final budget proposal and to vote on its approval. This meeting will be held on **THURSDAY, 11/16/23**. This will be a hybrid meeting, with the site host and time still being determined as I prepare this report. The MC encourages commissioners to attend the meeting in person, if possible. You must register for this meeting through the presbytery's website.

- 2. The Mission Council (MC) presents the proposed guidance worksheet for the use of the Church & Ministries Development Fund as a 'first reading.'**

PRESBYTERY OF THE JAMES
Use of Church Ministries & Development Fund

see Mission Council report 10/21/23

DESCRIPTION	2024	2025	2026	2027	2028
Preliminary calculations					
BOY (projected at 12/31/23)	3,900,000	3,451,500	3,123,608	2,889,337	2,730,423
Use - 16%	(624,000)				
Use - 14%		(483,210)			
Use - 12%			(374,833)		
Use - 10%				(288,934)	
Use - 8 %					(218,434)
Earnings @ 4.5% on BOY	175,500	155,318	140,562	130,020	122,869
New Bal	3,451,500	3,123,608	2,889,337	2,730,423	2,634,859
Balance over minimum of \$1.5 million	1,951,500	1,623,608	1,389,337	1,230,423	1,134,859
Reduction in use level from prior year	n/a	(140,790)	(108,377)	(85,899)	(70,500)

The worksheet presents a multi-year analysis of the projected use of the Church & Ministries Development (net asset) Fund. It was developed as a response to concerns expressed to the MC after the approval of the 2023 budget in February 2023.

This presentation is representative of the approach the Mission Council is proposing, to wean the presbytery from unsustainable use of the Church & Ministries Development Fund, as part of the annual budgeting process.

The above presentation makes the following presumptions -

It does NOT reflect any additional monies which might be credited to the fund in future years. Such amounts could arise, for example, from a portion of the sale of POJ properties, possibly including proceeds from the sale of property from dissolved congregations.

It reflects an estimate of annual investment earnings of 4.5% on the beginning value of the fund. Actual investment earnings may differ.

It uses, as a starting point, the projected fund balance at 12/31/23, and reflects the amounts on a calendar year basis. An evaluation at mid-year each year may be necessary, to provide the base amount in time to develop and present a budget to the presbytery.

The MC has been discussing the minimum level of the fund that should be maintained. As a starting point in this analysis, the MC has been working with a minimum balance of \$1,500,000. The excess over that minimum is shown for each year.

Due to the variable nature of this calculation and such calculations in future years, it is intended to provide guidance in developing the budget, with the amount of the fund to be viewed as a guiding and goal amount.

This evaluation would be reviewed on an ongoing basis, certainly at the time of preparing the annual budget, to measure the progress of reducing the presbytery's reliance on the use of this fund to balance the budget.

This topic and the above analysis will be included as a topic for conversation at the three conversation meetings to be held the week after the 10/21/23 presbytery meeting (see details about these meetings in the comments of the proposed budget).

The proposal will be included in the topics to be voted on in the special presbytery meeting on Thursday, 11/16/23 (see details about this meeting in the comments on the proposed budget).

PRESBYTERY OF THE JAMES
Statement of Sources and Uses of Funds
Eight months ending August 31, 2023

DESCRIPTIONS	CY 2023			% Budget Variance
	Jan - Aug	Budget	Variance	
<u>SOURCES OF FUNDS</u>				
<u>Congregational Intentions -</u>				
Undesignated Support (POJ, Synod Per Capita, and G.A.)	258,071.88	525,000.00	(266,928.12)	49.2%
Designated Giving to POJ Only	21,594.64	29,100.00	(7,505.36)	74.2%
Per Capita (\$1.15 for Synod; \$8.98 for G.A.)	15,636.72	13,387.00	2,249.72	116.8%
Designated Giving to Validated Missions thru G.A.	18,430.19	25,000.00	(6,569.81)	73.7%
Intentions / total	<u>313,733.43</u>	<u>592,487.00</u>	<u>(278,753.57)</u>	53.0%
Checking Account Interest	11.08	20.00	(8.92)	55.4%
Other income	5,030.00	6,100.00	(1,070.00)	82.5%
TOTAL - SOURCES OF FUNDS	<u>318,774.51</u>	<u>598,607.00</u>	<u>(279,832.49)</u>	53.3%
<u>USES OF FUNDS</u>				
<u>Synod and General Assembly</u>				
Synod Per Capita	14,270.25	19,027.00	(4,756.75)	75.0%
GA Per Capita	40,000.00	159,294.00	(119,294.00)	25.1%
GA Shared Mission Support	7,077.68	25,000.00	(17,922.32)	28.3%
Synod & GA / total	<u>61,347.93</u>	<u>203,321.00</u>	<u>(141,973.07)</u>	30.2%
<u>Constitutional Committees</u>				
Committee on Representation (COR)				
COR - Committee Administration	0.00	0.00	0.00	n/a
Committee on Nominations (CON)				
CON - Committee Administration		250.00	(250.00)	0.0%
Permanent Judicial Commission (PJC)				
PJC - Committee Administration		0.00	0.00	n/a
All Constitutional Committees / total	<u>0.00</u>	<u>250.00</u>	<u>(250.00)</u>	0.0%

PRESBYTERY OF THE JAMES
Statement of Sources and Uses of Funds
Eight months ending August 31, 2023

DESCRIPTIONS	CY 2023			% Budget Variance
	Jan - Aug	Budget	Variance	
<u>Mission Council (MC)</u>				
Staff				
Salaries	235,923.78	311,586.00	(75,662.22)	75.7%
Housing Allowances	71,120.49	139,821.00	(68,700.51)	50.9%
Payroll Taxes	20,659.93	31,483.00	(10,823.07)	65.6%
Auto Expense (Lead Presbyter)	594.76	3,500.00	(2,905.24)	17.0%
Auto Expense (Relational Care Presbyter)	892.71	3,500.00	(2,607.29)	25.5%
Auto Expense (Congregational Care Presbyter)	82.88	3,500.00	(3,417.12)	2.4%
Auto Expense (Stated Clerk)		3,000.00	(3,000.00)	0.0%
Pension/Medical	90,342.79	132,390.00	(42,047.21)	68.2%
Lead Presbyter Professional/Cont Ed Expense	4,005.54	5,000.00	(994.46)	80.1%
Relational Care Presbyter Professional/Cont Ed Expense	2,795.55	5,000.00	(2,204.45)	55.9%
Congregational Care Presbyter Professional/Cont Ed Expense	2,321.60	5,000.00	(2,678.40)	46.4%
Coaching for Three Presbyters	1,500.00	1,800.00	(300.00)	83.3%
MC Staff / sub-total	<u>430,240.03</u>	<u>645,580.00</u>	<u>(215,339.97)</u>	66.6%
Presbytery Office				
Utilities	6,633.71	11,000.00	(4,366.29)	60.3%
Insurance	24,897.10	24,000.00	897.10	103.7%
Office Supplies	3,008.66	4,200.00	(1,191.34)	71.6%
Postage	331.93	600.00	(268.07)	55.3%
Telephone/Internet	5,819.38	8,100.00	(2,280.62)	71.8%
Office Expense (Lead Presbyter)	1,069.43	1,500.00	(430.57)	71.3%
Office Expense (Congregational Presbyter)	800.00	1,500.00	(700.00)	53.3%
Office Expense (Relational Care Presbyter)	800.00	1,500.00	(700.00)	53.3%
Grounds/Building Maintenance	10,138.20	10,100.00	38.20	100.4%
Remote Bank Fees	137.57	275.00	(137.43)	50.0%
Audit	16,458.75	15,675.00	783.75	105.0%
Payroll Expense	1,673.76	2,000.00	(326.24)	83.7%
MC Presbytery Office / sub-total	<u>71,768.49</u>	<u>80,450.00</u>	<u>(8,681.51)</u>	89.2%

PRESBYTERY OF THE JAMES
Statement of Sources and Uses of Funds
Eight months ending August 31, 2023

DESCRIPTIONS	CY 2023			%
	Jan - Aug	Budget	Variance	Budget Variance
Presbytery Operations				
Lead Presbyter Discretionary Expense	447.43	2,000.00	(1,552.57)	22.4%
Relational Care Presbyter Discretionary Expense	834.03	2,000.00	(1,165.97)	41.7%
Congregational Care Presbyter Discretionary Expense	87.64	2,000.00	(1,912.36)	4.4%
Conferences/Retreats	6,566.19	12,500.00	(5,933.81)	52.5%
Staff Enrichment	51.48	2,000.00	(1,948.52)	2.6%
Communications & IT Support	4,486.26	15,000.00	(10,513.74)	29.9%
Presbytery Meetings	3,200.00	5,400.00	(2,200.00)	59.3%
Administration	567.87	500.00	67.87	113.6%
Leadership Innovation Team		5,000.00	(5,000.00)	0.0%
Camp Hanover, Inc. (per Covenant Agreement)	72,000.00	108,000.00	(36,000.00)	66.7%
Capital Replacement Transfer		4,000.00	(4,000.00)	0.0%
MC Presbytery Operations / sub-total	88,240.90	158,400.00	(70,159.10)	55.7%
MC totals	590,249.42	884,430.00	(294,180.58)	66.7%
 <u>Commission on Ministry (COM)</u>				
COM - Committee Administration	401.49	1,500.00	(1,098.51)	26.8%
COM - Parish Models		7,500.00	(7,500.00)	0.0%
COM - First call ministry Support	3,016.00	7,300.00	(4,284.00)	41.3%
COM / total	3,417.49	16,300.00	(12,882.51)	21.0%
 <u>Committee on Preparation for Ministry (CPM)</u>				
CPM - Financial Aid	6,500.00	13,000.00	(6,500.00)	50.0%
CPM - Psychological Evaluations	500.00	1,500.00	(1,000.00)	33.3%
CPM - Committee Administration		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 / total	7,000.00	17,700.00	(10,700.00)	39.5%

PRESBYTERY OF THE JAMES
Statement of Sources and Uses of Funds
Eight months ending August 31, 2023

DESCRIPTIONS	CY 2023			%
	Jan - Aug	Budget	Variance	Budget Variance
<u>Leadership Connections Team (LCT)</u>				
LCT - Team Administration		200.00	(200.00)	0.0%
LCT - Black Caucus		800.00	(800.00)	0.0%
LCT - Collegiate Ministries	38,693.68	61,674.00	(22,980.32)	62.7%
LCT - Community of Ministry & Worship	8,549.70	10,000.00	(1,450.30)	85.5%
LCT - Older Adult		500.00	(500.00)	0.0%
LCT - Resource Center	1,125.00	1,500.00	(375.00)	75.0%
LCT - Small Church	4,553.04	4,000.00	553.04	113.8%
LCT - Stewardship		200.00	(200.00)	0.0%
LCT - Youth Ministry		200.00	(200.00)	0.0%
LCT / total	52,921.42	79,074.00	(26,152.58)	66.9%
<u>Mission and Service Team (MAST)</u>				
MAST - Team Administration	20.18	200.00	(179.82)	10.1%
MAST - Disaster Relief Team	133.01	1,000.00	(866.99)	13.3%
MAST - Haiti		12,500.00	(12,500.00)	0.0%
MAST - Dismantling Racism		500.00	(500.00)	0.0%
MAST - Public Policy	1,500.00	1,500.00	0.00	100.0%
MAST - Self Development of People		500.00	(500.00)	0.0%
MAST - Social Justice		1,000.00	(1,000.00)	0.0%
MAST - World Mission	6,000.00	10,000.00	(4,000.00)	60.0%
MAST - Southwood Project Habitat of Greater Ch'ville (2021 - 2025)		20,000.00	(20,000.00)	0.0%
MAST / total	7,653.19	47,200.00	(39,546.81)	16.2%

PRESBYTERY OF THE JAMES
Statement of Sources and Uses of Funds
Eight months ending August 31, 2023

DESCRIPTIONS	CY 2023			% Budget Variance
	Jan - Aug	Budget	Variance	
<u>New Worshipping Communities (NWC)</u>				
NWC - Administration for team	87.30	500.00	(412.70)	17.5%
NWC - Voices of Jubilee	40,000.00	40,000.00	0.00	100.0%
NWC - Evangelism and Church Growth	56,443.95	104,000.00	(47,556.05)	54.3%
NWC / total	96,531.25	144,500.00	(47,968.75)	
TOTAL - USES OF FUNDS	819,120.70	1,392,775.00	(573,654.30)	58.8%
EXCESS OF USES OVER SOURCES	(500,346.19)	(794,168.00)	293,821.81	63.0%
<u>SUPPORT FROM EXISTING FUNDS</u>				
Church & Ministries Development Fund	350,000.00	668,867.00	(318,867.00)	52.3%
Genesis & Generations Fund	0.00	125,301.00	(125,301.00)	0.0%
Support from Existing Funds / total	350,000.00	794,168.00	(444,168.00)	44.1%
NET USE	(150,346.19)	0.00	(150,346.19)	n/a

Account Balances at 7/31/23	
Bank of America (cash)	\$ 60,276.00
RBC (cash and investments)	\$ 4,957,566.00
	\$ 5,017,842.00

Trustees of Presbytery of the James, Inc.

Report for October 21, 2023 Stated Meeting of the Presbytery

June 21, July 19, August 16 and September 20, 2023 Trustees Meetings

The Trustees report the following as information:

1. At their July meeting, the Trustees received a report from Cherry Bekaert regarding its 2022 review of the presbytery's finances. Cherry Bekaert found them to be in order and did not identify any material modifications needed to conform with generally accepted accounting principles.
2. The Trustees continued to pursue the sale of real properties of the former Gordonsville, Lakeside, Montrose and Trinity Presbyterian Churches.
3. The Trustees referred several congregations seeking assistance with funding of infrastructure projects to the presbytery's Small Church Grants program (see <https://www.presbyteryofthejames.com/ministries/small-churches/small-church-grants/>).
4. The Trustees received quarterly reports from the Presbyterian Investment and Loan Program, the highlight of which was payoff by Summit Presbyterian Church of its PILP loan, resulting in release of the presbytery from its obligation to guarantee the loan.

The Trustees report taking the following actions:

1. Approved a license agreement under which All Souls Presbyterian Church leases worship space to New Generation Church, RVA.
2. Entered into a lease with Richmonders Involved to Strengthen our Communities (RISC) for four offices (approximately 726 square feet) on the second floor of the presbytery office building. The lease term is a period of up to 24 months.
3. Elected Rev. Dr. Floretta Barbee-Watkins as Secretary of Trustees of Presbytery of the James, Inc. following the resignation of Steven Hicks as the presbytery's Stated Clerk.
4. Amended the purchase agreement and lease with the tenant of the former Gordonsville church property to extend the term through December 31, 2023.
5. Arranged to transfer the real property of Swift Creek Presbyterian Church from the Trustees to the church's corporation in anticipation of Swift Creek closing on its PILP loan (which the presbytery addressed during the 114th Stated Meeting on June 20, 2023).
6. Renewed the Trustees' business license with the Virginia State Corporation Commission.
7. Renewed Henrico County tax exemption filings for the Village, Montrose and Trinity Presbyterian Church properties.

The Trustees report the following action taken as a commission:

1. At their June meeting, the Trustees authorized Village Presbyterian Church to sell a lot that the church owns. The Trustees took this action exercising commission power at the church's request due to immediate financial needs that sale of the lots was intended to satisfy.

The Trustees make the following consent agenda recommendation: None

The Trustees make the following recommendations to the presbytery:

1. **Policy on Uses of Proceeds of Real Property Sales** (p. 32): Our polity provides for the transfer of church-owned real property to the Trustees when a congregation disbands. The Trustees are the current owner of four such properties within the bounds of the presbytery. In addition, the Trustees are the owner of the presbytery office property in Richmond. Until now, funds from the Trustees' sale of real property have been deposited into the Church and Ministries Development Fund for investment and use as authorized by the presbytery during

the 108th Stated Meeting in June 2021. To address requests from members of the presbytery for additional uses of sale proceeds and to provide a source of grant funds in support of existing and new ministries, the Trustees have developed a new policy and offer it for the presbytery's approval. The policy would make funds available to support our new worshipping communities, new programming initiatives inspired by the call of Matthew 25, reparative action efforts, and local partnering agencies that dissolved congregations had supported. The Trustees are in the process of identifying presbytery committees/teams and developing implementation strategies for the use of funds under the policy.

Accordingly, the Trustees hereby make the following recommendation to the presbytery:
Trustees of Presbytery of the James, Inc. move that the presbytery adopt the Presbytery Policy on Uses of Proceeds of Real Property Sales.

- 2. Former Montrose Presbyterian Church:** The Montrose Presbyterian Church in Richmond dissolved in 2013. The presbytery has been leasing the Montrose real property to New Destiny Apostolic Church ("New Destiny") since August 2014. Total rental payments during the lease term (August 2014 through September 2023) have been approximately \$242,000. In November 2020, the presbytery obtained an appraisal of the property; the appraised value at that time was \$510,000. During 2021, the Trustees and New Destiny exchanged offers of purchase and sale, but they were unable to come to an agreement on terms. New Destiny has identified numerous repair/replacement needs for the property, including replacement of the roof (estimate of \$59,000 received in July), replacement of carpets and floor tiles, installation of a new security system, and painting throughout the building. The Trustees estimate that the total costs for necessary repairs/replacements exceed \$120,000.

The Trustees note that the November 2020 appraisal is dated (if not obsolete). It is not clear whether/how a new appraisal would differ, even with the significant increase in property values overall during the last three years.

In August, New Destiny offered to purchase the Montrose property, in its as-is, where-is condition, for \$200,000. As this sum is less than 90% of the latest appraised value of the property, a decision by the presbytery is needed to accept the offer. The Trustees voted during their September 20 meeting to recommend that the presbytery accept the offer. The view of the Trustees is that New Destiny has been a good steward of the property during the nine years it has leased the property; New Destiny has used and will continue to use the property to worship God, spread the Good News, and serve the local community; and accepting the amount offered is appropriate for the presbytery to (a) avoid the time and potential cost to market the property for sale, (b) facilitate New Destiny's ongoing ministry, and (c) eliminate the presbytery's exposure to risks associated with ownership of this aging property.

Accordingly, the Trustees hereby make the following recommendation to the presbytery:
Trustees of Presbytery of the James, Inc. move that the presbytery (a) accept New Destiny Apostolic Church's offer of \$200,000 to purchase the real property of the former Montrose Presbyterian Church in its as-is, where-is condition and (b) authorize the Trustees to negotiate and enter into a purchase and sale agreement for the property with New Destiny.

Presbytery Policy on Uses of Proceeds of Real Property Sales

Trustees of the Presbytery of the James, Inc. (“Trustees”) establish this policy to guide the presbytery’s use of funds generated from the sale of real property.

BACKGROUND: At the 108th stated meeting on June 18, 2021, the presbytery decided to rename the net asset fund formerly called “Church Development Fund” as the “Church and Ministries Development Fund,” and to redesignate its use to provide resources for the presbytery’s budget in support of the growth and development of the life of our particular churches and ministries. Unless the presbytery decides otherwise in response to the proposal of an administrative commission, the proceeds of the sale of real property of dissolved churches is deposited into the Church and Ministries Development Fund for use consistent with presbytery’s authorization. This is also the practice with proceeds of the sale of other real property that the Trustees own.

POLICY: Trustees establish the following uses of real property sale proceeds to live into God’s call to our presbytery to support and grow vibrant congregations and healthy ministers.

STEWARDSHIP (50%) - To be responsibly invested, for further investment into the life of the presbytery.

RESURRECTION (25%) - Supporting existing and launching new worshipping initiatives

- Funding for grants (a) to support existing new worshipping communities and (b) to launch new programming initiatives with an impact on the local community, in accordance with the three focus areas (*building congregational vitality, dismantling structural racism, eradicating systemic poverty*) and three intersectional priorities (*climate change, gender justice and heteropatriarchy, militarism*) of Matthew 25.

REPARATIVE ACTION (15%)

*Recognizing our presbytery’s history of complicity in actions that have favored certain communities over others, establish a fund that would use the interest or principal for reparative action efforts:*¹

1. Reparative action within the Presbytery community
2. Reparative action beyond the Presbytery community
3. Matching grants for congregations doing reparative action.

TITHING (10%)

- 10% to local partnering agencies (if any) that a dissolved congregation previously supported in its active ministry
- Should no partnerships or ministry exist, and if there is no guidance from the congregation, these funds will be transferred to the Resurrection Account. The timeline for this will be six months after the official closing date of the sale of the property.

¹Denominational support for such efforts includes:

From: [RGJ-10] Resolution on Race, Reparative Justice, and the PCUSA—From the Advisory Committee on Social Witness Policy (2020) 5. “Encourage presbyteries to account for histories of race-based injustice when making choices about the disposition of properties when they are being sold or reallocated, attending to the wisdom of reparative justice and questions about, e.g., the origins of those properties, the means by which they were maintained, their potential use, the presence of historically marginalized communities in the area, and the impact of those properties on those communities.”

From: [RGJ-12] Special Committee on Racism Truth & Reconciliation (2022) “9. Direct Mid Council Ministries of the Office of the General Assembly to create a model policy for mid councils that designates a specified percentage of any property sales/acquisitions for local reparative actions, and work with presbyteries to establish such policies.”

From: [RGJ-08] “On Offering an Apology to African Americans for the Sin of Slavery and Its Legacy” (2022) “A first step to healing and reconciliation can only be done by acknowledging that slavery, and the justification of and financial benefit thereof, is inseparable from the economic, artistic, and religious foundations on which this country is built.”

**PRESBYTERY OF THE JAMES
REPORT OF NET ASSETS
From January 1 through August 31, 2023**

Restricted funds										
Fund Name	12/31/22	Contributions	Int. Income	Gains	Investment Fees	Investment Interest Inc.	Expenses	Transfers	Release Funds	8/31/23
									to Assets wo restrictions	
Elizabeth Fitzgerald Fund	1,187.04	472.33								1,659.37
New Church Development Site	276,788.41			8,987.29	(1,160.66)	3,055.88				287,670.92
U of R Campus Ministry	6,694.62									6,694.62
Haiti Mission Project - Corell	-	23,501.69					(17,368.35)			6,133.34
Five Cents A Meal	32,437.57	30,881.25					(36,000.00)			27,318.82
Glenmore Scholarship	2,079.43	1,379.28					(1,000.00)			2,458.71
HCR - Misc	645.44									645.44
Norman Nettleton Retirement Fund	3,578.39	584.00					(140.00)			4,022.39
Pastoral Care Fund	3,594.42	2,069.54					(1,000.00)			4,663.96
Peacemaking Offering	14,161.21	1,246.38								15,407.59
Pentecost Offering	4,867.41									4,867.41
Presbyterian Disaster Team	4,968.99								(4,968.99)	-
African Fellowship Project	3,323.00									3,323.00
Volunteer Recognition	2,032.18									2,032.18
Committee on Ministry & Worship	1,600.00									1,600.00
SDOP Grant	582.72									582.72
Haitian Art Project	25.00									25.00
Dismantling Racism Project	8,164.91									8,164.91
Medical Reimbursement	-	782.55					(625.00)			157.55
Montgomery Immersion/Matthew 25	-	6,964.00					(534.04)			6,429.96
For A Time Such as This	-	3,000.00								3,000.00
William Neal (Endowment)	613.12			20.62	(2.65)	77.29				708.38
Providence Powhatan (Endowment)	123,237.09									123,237.09
Anne Bolling Hobson (Principal / permanent)	2,000.00									2,000.00
Eva Ross Barndt (Principal / permanent)	500.00									500.00
TOTALS	493,080.95	70,881.02	-	9,007.91	(1,163.31)	3,133.17	(56,667.39)	-	(4,968.99)	513,303.36

**PRESBYTERY OF THE JAMES
REPORT OF NET ASSETS
From January 1 through August 31, 2023**

Board - designated funds

FUND NAME	12/31/22	Contributions	Int. Income	Investment Fees	Investment Interest Inc.	Gains	Gains/Loss Sale of property	Expenses	Transfers	Support	Transfers from Restricted	8/31/23
										from CM&D Interfund Transfers		
POJ	97,032.38	318,763.43	11.08					(784,858.66)	310,000.00		4,968.99	(54,082.78)
Church & Ministries Development Fund	4,204,930.09			(17,678.99)	71,970.54	163,847.08		(3,301.11)	(350,000.00)			4,069,767.61
Genesis & Generations Fund (Dismissed Churches)	309,105.76			(1,499.18)	880.14	11,608.48						320,095.20
Capital Replacement Fund	45,587.66			(196.95)	518.54	1,525.00		(2,152.84)				45,281.41
Elizabeth Fitzgerald Fund	25,110.97											25,110.97
Montrose Church	68,275.06	16,000.00						(5,971.35)	(5,000.00)			73,303.71
Small Church Emergency Cap Fund	-							(5,000.00)	5,000.00			-
Greenwood Presbyterial Church	85,408.69							(100.00)				85,308.69
Gordonsville Presbyterian Church	9,560.16	5,349.94						(6,145.34)				8,764.76
Voices of Jubilee	3,477.68	10,500.00						(43,286.91)	40,000.00			10,690.77
Advance Funds	40,029.28											40,029.28
New Covenant Funds	-	33.13										33.13
Lakeside Church Funds	876.20											876.20
Trinity Presbyterian Church	(4,064.02)	726.89						(11,842.14)				(15,179.27)
GA Commissioner Reserves	5,000.00											5,000.00
Listening Team - Mechanicsville								(189.77)				(189.77)
Aquired Properties (dissolved congregations)	907,645.00								(68,826.00)			838,819.00
Retained Earnings	813,148.00								68,826.00			881,974.00
Accumulated CB Adjustments	399,831.00											399,831.00
TOTALS	7,010,953.91	351,373.39	11.08	(19,375.12)	73,369.22	176,980.56	-	(862,848.12)	-	-	4,968.99	6,735,433.91

Report of the Commission on Ministry

October 21, 2023

(Meetings of June, August, September 2023)

I. The Commission Reports the Following Actions:

A. Received ministers into the presbytery:

1. Rev. Frederick Noll (Shenandoah)

B. Dismissed ministers to other presbyteries:

1. Rev. Mary Newbern-Williams to the Presbytery of New York City.
2. Rev. Beverly Bullock to the Presbytery of the Inland Northwest.
3. Rev. Sylvester Bullock to the Presbytery of the Inland Northwest.

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

1. Rev. James Goodloe and Mattoax and Pine Grove, 7/1/2023 – 12/31/2023.
2. Rev. Donald Denton and Rennie Memorial, 7/1/2023 – 12/31/2023.
3. Rev. Sandra Shaner and Byrd, 6/1/2023-11/30/2023.
4. Rev. John Grotz and Kirk O'Cliff, 7/1/2023 – 12/31/2023
5. Rev. Ed Kross and Amphill, 6/1/23 – 11/30/23.
6. Rev. Jim Kniseley and King's Chapel, 7/1/23 – 12/31/23.
7. Rev. Alex Lee and Lord Jesus Korean, 7/1/23 – 12/31/23.
8. Rev. Denny Burnette and Orange, 5/21/23 – 11/20/23.
9. Rev. Shelly Barrick Parsons and Hebron, 8/1/23 – 12/31/23.
10. Rev. Susan Atkinson and Petersburg Second, 9/1/23 – 2/29/24.
11. Rev. Cindy Kissel-Ito and Providence Forge, 8/28/23 – 2/28/24.
12. Rev. Ulysses Payne and Westminster Petersburg, 6/28/23 – 12/27/23.

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

1. Rev. John Turner and St. James, 7/1/2023 – 6/30/2024.
2. Rev. Rachel Sutphin and Charlottesville First, 8/1/23 – 7/31/24.
3. Rev. Ann Cherry and Laurel, 7/1/23 – 6/30/24.
4. Rev. Rebekah Tucker-Motley and Bon Air, 8/1/23 – 7/31/24.
5. Rev. Daniel Mensah Awuah and Holy Trinity, 5/1/23 – 4/30/24.
6. Rev. Humphrey Muraya and All Nations Presbyterian Fellowship, 7/1/23 – 2/29/24.

E. Approved Interim Pastor/ Associate Pastor agreements:

1. Rev. Fred Holbrook and Richmond Second, 9/11/23 – 9/10/24.
2. Rev. Johann (Jock) O'Connell and Southminster, 8/1/23 – 7/31/24.
3. Rev. Rosalind Banbury and Bethlehem, 9/1/23 – 2/28/24.

F. Certified ready to serve as a commissioned pastor.

1. Patricia Higgins (Ashland).
2. Romulo Alejandro (Westminster Richmond).

G. Approved work as validated ministry of the Word and Sacrament:

1. Rev. Samuel Shields, Staff Chaplain, VCU Health.
2. Rev. Erin Burt, Chaplain, Bridgewater College.
3. Rev. Igmara Sanchez Prunier, Co-Coordinator, RVA Duelo Latino.
4. Rev. Jess Cook, New Worshiping Communities Apprentice, PC(USA).

H. Approved member at large status:

1. Rev. Gary Hatter, 5/14/2023.
2. Rev. Aaron Houghton, 6/25/2023.
3. Rev. Katherine Todd, 8/9/2023.
4. Rev. Kelly Kaufman, 6/1/2023.

I. Approved Retired Status:

1. Rev. Brian Blount, 6/30/2023.
2. Rev. Donald Denton, 11/30/2023.

J. Approved laboring outside the bounds of the POJ:

1. Rev. Erin Burt in Shenandoah Presbytery.

K. Appointed session moderators:

1. Forest Hill, Rev. Mary Jane Winter.
2. Petersburg Second, Rev. Gordon Mapes.
3. Rivermont, Rev. Gordon Mapes.
4. Colonial Heights, Rev. Ken Goodrich.
5. Tappahannock, Rev. Kelly-Ann Rayle.

L. Approved Request to form a PNC or APNC after review of submitted Mission Study:

1. The Presbyterian Church, Fredericksburg.
2. New Hanover Church (Co-Pastor).
3. Westminster, Richmond.

M. Completed exit interviews:

1. Rev. Kerra English and Ashland.

N. Reports for information:

1. The presbytery are working on developing training for Ruling Elders to provide communion for small churches without regular leadership.
2. Ruling Elder Donna Powell (First United) resigned from COM due to scheduling conflicts.
3. Have begun the Coaching program by inviting participants.
4. Adopted Mission Study Guidelines as a resource for congregations which will be available on the website.

II. The Commission Recommends:

- A. That presbytery permit, in the case of Rev. Calvin Sydnor and Rev. Joanna Sydnor, the eligibility of ministers in a temporary pastoral relation, to serve as installed co-pastors. *Requires approval by a three-fourths majority (G-2.0504c).*

- B. That presbytery form an administrative commission, to work with the session and congregation of Mechanicsville Church concerning the future and sustainability of the church.

Powers and Restrictions

The administrative commission shall have the authority –

- to lead the church through a season of discernment to determine how or if the church can continue its ministry;
- to review any and all financial records and session records, and to request an audit if deemed necessary.
- to assume original jurisdiction of the existing session if it is warranted.

The administrative commission shall recommend a final outcome for the Mechanicsville Church regarding any other configuration of the congregation (merger, yoking, selling property); however, this commission does not have the authority to enact. Another commission would be formed to execute a different configuration.

Members

Members of the commission will include Rev. Robert Johnson (New Hanover), Ruling Elder Dan Jordanger (Providence Gum Spring), and Rev. Shelly Barrick Parsons (Hebron) and others whom COM will appoint.

- C. That presbytery grant the Commission on Ministry the power to form an administrative commission with or without original jurisdiction between presbytery meetings to handle disorder or conflict within a congregation within the jurisdiction of the Presbytery of the James. The administrative commission shall be ratified at the next presbytery meeting.
- D. That presbytery approve “Creating A Way Forward” proposal (pp. 37-43)

Proposal to the Commission On Ministry

Ruling Elders and Congregational Leadership

Purpose: The purpose of this proposal is to “create a way forward” for congregations under 50 members without pastoral leadership, to continue their ministry and witness to their community. There are three parts to this Proposal.

Upon Proper Training and Approval:

1. The COM will train ruling elders in a congregation to administer and celebrate the Lord’s Supper in their local congregation only.
2. The COM will allow congregations to utilize ministers from other denominations to serve as pulpit supply for up to 2 Sundays per month and to preside at the Table.
3. The COM will allow ruling elders to be appointed by COM to moderate a session (that is not their own) in rural/remote areas without pastoral leadership.

Rationale:

The Presbyters (Barbee-Watkins, Chalfant, and Ring), have embarked on a journey to connect with congregations across the regions of our presbytery. Our purpose has been to listen attentively and understand the ongoing needs of small and often rural congregations, especially their desire for regular worship and the celebration of the Lord's Supper.

Throughout these visits, we have encountered several significant challenges that have impacted small and rural congregations, which profoundly impacts their ministry and overall well-being. *Here are some of the common challenges:*

- **Limited Resources:** Small rural congregations often have limited financial resources, making it challenging to maintain and repair their facilities, support outreach initiatives, and provide adequate compensation for clergy or staff members.
- **Declining Population:** Many rural areas in the Presbytery of the James experience a decline in population, as younger generations move to urban areas for employment opportunities. This demographic shift can result in a smaller congregation size and a decrease in available volunteers, impacting the sustainability of the church's ministries.
- **Clergy Shortage:** Finding trained and available clergy can be difficult in rural areas. The limited number of ministers and pastors willing to serve in remote locations can leave congregations without consistent pastoral leadership, relying on part-time or covenant pastors to fill the gap.
- **Limited Access to Services:** Rural areas often have limited access to essential services, such as healthcare, social services, and educational resources. This lack of infrastructure can affect the well-being of congregation members and limit the church's ability to provide support and outreach to the community.
- **Isolation and Distance:** Rural congregations may be geographically isolated, with members spread across a wide area. This geographical distance can make it challenging for members to attend regular worship services and participate in congregational activities. It also limits opportunities for collaboration and networking with other churches or community organizations.
- **Cultural Shifts:** Rural communities often experience cultural shifts and changes over time. These changes may include shifts in demographics, socioeconomic conditions, or values and beliefs. Small rural congregations may face the challenge of adapting their ministry to address these evolving cultural dynamics while staying true to their core values and traditions.
- **The scarcity of Presbyterian pulpit supply ministers in more remote areas:** The absence of retired PC(USA) ministers, who have not previously served a congregation, available to provide pulpit supply in certain areas of our presbytery.

Regrettably, this lack of resources has led to a prevailing sentiment among these congregations that *"the Presbytery doesn't care about us."* We acknowledge the pain and frustration this has caused, and it is with deep empathy that we present this proposal for your consideration.

Our proposal is rooted in our unwavering commitment to 'create a way forward,' enabling small and rural congregations to continue their vital ministry with trained leadership. To that end, we propose the following measures:

1. **Equipping Ruling Elders:** We believe it is crucial to empower ruling elders within their respective congregations to administer the sacrament of Communion. However, this privilege will be granted only upon the completion of training and approval of the Commission on Ministry. By providing training and support, we can ensure that these leaders are well-prepared to serve their congregations faithfully and responsibly. Ruling elders, with proper training and

the COM's permission, can moderate sessions in the absence of a minister of word and sacrament, except in their own congregation.

2. **Welcoming Credentialed Ordained Ministers from Other Denominations:** We understand the pressing need for diverse preaching voices to uplift and inspire these congregations. Therefore, we propose granting permission for small and rural congregations to invite approved ministers from other denominations to preach in their midst. This arrangement would consist of the following limitations.
 - a. The visiting pulpit supply shall be *limited to preach only two times per month*.
 - b. The visiting pulpit supply upon approval and training by the COM could be appointed to serve the Lord's Supper for that congregation only.

Any ordained minister outside of the PC(USA) or a minister in a denomination within the formula of agreement shall be examined by the Commission on Ministry to ensure suitability and theological compatibility.

Next Steps:

1. COM Reviews the proposal at the August meeting.
2. COM members bring any changes to the proposal to the August Meeting.
3. COM votes on proposal at the September meeting.
4. COM chair brings proposal along with the COM report to October 21, 2023, *Presbytery meeting*.
5. COM sets up training class for ruling elders to administer the sacraments before November 30, 2023.
6. Set up training class for ruling elders as Moderators by January 31, 2024.

Supporting Documentation from Book of Order

Yes, a presbytery may authorize and train ruling elders to administer or preside at the Lord's Supper when it deems it necessary to meet the needs for the administration of the Sacrament. G-3.0301b and W-2.0506. A presbytery may also offer temporary membership for a minister of another Christian denomination who is serving a validated ministry or installed relationship under the Formula of Agreement when the minister has satisfied the requirements of preparation for such service established by the presbytery's own rule. It has been understood that this preparation includes the proper training for understanding the sacraments including the Lord's Supper. All minister members (temporary or full membership) are able to perform the sacraments. So, it is important that the requirements of preparation are full and include preparation for presiding over the sacraments.

Also, there was a 2018 Authoritative Interpretation which allowed a presbytery to appoint a non-PC(USA) minister to moderate a session, again with the proper training per the presbytery rule. I have attached all relevant Book of Order provisions and the Authoritative Interpretation.

G-3.0301b. *Provide that the Sacraments may be rightly administered and received.*

This responsibility shall include authorizing the celebration of the Lord's Supper at its meetings at least annually and for fellowship groups, new church developments, and other non-congregational entities meeting within its bounds; authorizing and training specific ruling elders to administer or preside at the Lord's Supper when it deems it necessary to meet the needs for the administration of the Sacrament; and exercising pastoral care for the congregations and members of presbytery in order that the Sacraments may be received as a means of grace, and the presbytery may live in the unity represented in the Sacraments.

W-3.0410: Responsibility for the Lord's Supper

The Lord's Supper shall be authorized by the session and administered by a minister of the Word and Sacrament†. It is appropriate that a presbytery authorize and train ruling elders to administer the Lord's Supper in the event of the absence of pastors (G-3.0301b). The session may authorize the celebration of the Lord's Supper at events other than the Service for the Lord's Day, including services of Christian marriage, ordination and installation, services of wholeness, ministry to the sick, and services of witness to the resurrection. At all such events, the Word is to be read and proclaimed. When the Lord's Supper takes place apart from public worship, the congregation shall be represented by one or more members.

A council may authorize the celebration of the Lord's Supper in certain contexts beyond the congregational setting, such as hospitals, prisons, schools, military bases, or other ministry settings (G-3.02, G-3.03).

G-2.0506 Temporary Membership in Presbytery for a Period of Service

A presbytery may enroll a minister of another Christian church who is serving temporarily in a validated ministry in this church, or in an installed relationship under the provisions of the Formula of Agreement (Book of Order, Appendix B; G-5.0202), when the minister has satisfied the requirements of preparation for such service established by the presbytery's own rule.

2018, Item 06-21

Item 06-21 Authoritative Interpretation of G-3.0104 and G-3.0201 regarding whether a non-PC(USA) minister can moderate a session.

[The assembly approved Item 06-21. See pp. 69, 73.]

Advisory Committee on the Constitution Findings and Recommendations as to Request 18-01.

In response to Request 18-01, the Advisory Committee on the Constitution recommends that the 223rd General Assembly (2018) approve an authoritative interpretation of G-3.0104 and G-3.0201 to replace the 1992 authoritative interpretation (Minutes, 1992, Part I, p. 308, paragraph 21.088, Req. 92-10).

Proposed Authoritative Interpretation: G-3.0104, G-3.0201

Request 18-01 comes from the Presbytery of Coastal Carolina, which asks whether a non-PC(USA) minister can moderate a session in those cases where the presbytery has accepted these pastors who have "satisfied the requirements of preparation ... [as] established by the presbytery's own rule" as temporary members (G-2.0506).

There is no direct statement in the Constitution that authorizes a minister who is not a member of the Presbyterian Church (U.S.A.) to serve as moderator of the session, but there is an authoritative interpretation from 1992 that prohibits a non-Presbyterian minister from serving as moderator. However, G-2.0506 permits presbyteries to enroll a minister of another Christian church as a temporary member for a period of service, either in a temporary pastoral relationship or in an installed position (Formula of Agreement ministers only).

The function of the moderator of a session is more than simply to conduct the meeting according to standards of parliamentary procedure. The moderator is the presence of presbytery and the Presbyterian Church (U.S.A.) in that council. The moderator ensures that the session continues to be a council which at times acts as the whole church, as noted in F-3.0201 through F-3.0203:

"The particular congregations of the Presbyterian Church (U.S.A.) wherever they are, taken collectively, constitute one church, called the church" (F-3.0201).

"This church shall be governed by presbyters, that is, ruling elders and teaching elders (also called ministers of the Word and Sacrament)" (F-3.0202).

“These presbyters shall come together in councils in regular gradation. These councils are sessions, presbyteries, synods, and the General Assembly. All councils of the church are united by the nature of the church and share with one another responsibilities, rights, and powers as provided in this Constitution. The councils are distinct but have such mutual relations that the act of one of them is the act of the whole church performed by it through the appropriate council ...” (F-3.0203).

The church expects its ministers to be guided by our polity and abide by its discipline so that they are equipped to define and interpret the Constitution in any setting where decisions are made relative to the denomination. Sessions must make decisions that are constitutional. Presbyterian ministers are accountable for the advice they give. Non-Presbyterian Church (U.S.A.) ministers cannot be so held.

The Book of Order defines a council as consisting of “presbyters, that is, ruling elders and teaching elders (also called ministers of the Word and Sacrament” (F-3.0202). Thus, a basic quality of our polity is that a council consists of ruling elders and ministers of the Word and Sacrament making decisions together. The 1992 authoritative interpretation concluded that to permit ministers who are not members of the Presbyterian Church (U.S.A.) to moderate sessions would jeopardize this fundamental principle of Presbyterian polity. The following situations of temporary membership in a presbytery for a period of service by ministers of other Christian churches are exceptions to this understanding.

1. Formula of Agreement Ministers: Installed Positions

The Constitution permits a presbytery to “enroll a minister of another Christian church who is serving temporarily in a validated ministry in this church, or in an installed relationship under the provisions of the Formula of Agreement (Book of Order, Appendix B; G-5.0202), when the minister has satisfied the requirements of preparation for such service established by the presbytery’s own rule” (G-2.0506). Installed ministers have answered the constitutional questions of W-4.0404 and have thus placed themselves under the jurisdiction of the Presbyterian Church (U.S.A.), enabling them to serve as moderator.

2. Other Temporary Members: Temporary Pastoral Relationships

The presbytery may also appoint as moderator a minister of another Christian church when the following conditions have been met:

- service in a temporary pastoral relationship;
- enrollment as a temporary member of a presbytery, having affirmed the order and discipline of the Presbyterian Church (U.S.A.) in a manner satisfactory to the presbytery;
- has satisfied the requirements of preparation for such service according to the presbytery’s own rules, including its “rule for moderators when the session is without a moderator for reasons of vacancy or inconvenience” (G-3.0201). The presbytery may require training in Presbyterian polity and other areas in these rules.

This interpretation shall also apply to temporary members of presbytery serving as moderator of a congregational meeting.

Question Received

Request 18-01 from the Presbytery of Coastal Carolina asks the General Assembly to reconsider the 1992 Authoritative Interpretation, now attached to G-3.0104 and G-3.0201, that a presbytery may not appoint a minister who is not a member of the Presbyterian Church (U.S.A.) to regularly moderate a session.

The specific request is:

That the Presbytery petition the General Assembly to reconsider the 1992 ruling that prohibits non-PC(USA) minister from moderating sessions in those cases where the presbytery has accepted these pastors “who have satisfied the requirement of preparation ... as established by the presbytery’s own rule” as temporary members.

Findings

Pursuant to G-3.0501c and G-6.02, the Advisory Committee on the Constitution makes the following findings with respect to the question presented.

The 1992 Authoritative Interpretation is based upon the basic principle of Presbyterian polity that “this church shall be governed by presbyters, that is, ruling elders and teaching elders (also called ministers of the Word and Sacrament)” (F-3.0202). The 1992 Authoritative Interpretation’s advice that the moderator is the presence of the presbytery and the Presbyterian Church (U.S.A.) for the congregation(s) being served remains an important foundational principle for the orderly governance of the councils of this church, especially given that a session is not a council unto itself, but at times is taking actions as if it were the whole Presbyterian Church (U.S.A.)

A minister member of presbytery (or another presbytery; see 1987 Authoritative Interpretation of G-3.0201) installed in a pastoral relationship or appointed by the presbytery to serve as moderator has responded affirmatively to the constitutional questions for ordination and installation, including “will you be governed by our church’s polity, and ... abide by its discipline?” (W-4.0404e). They have submitted to the authority of the church and the procedures in place should something go wrong in the exercise of the responsibilities of moderator. Ministers who are not members of the Presbyterian Church (U.S.A.) ordinarily have not made this commitment.

Since the 1992 Authoritative Interpretation was approved, two significant changes have taken place. In 1998, the Formula of Agreement was approved between the Evangelical Lutheran Church in America, the Presbyterian Church (U.S.A.), the Reformed Church in America, and the United Church of Christ, which includes a process for the orderly exchange of ministers. In 2010–2011, the Form of Government was revised to maximize flexibility in governance at all levels of the church. Section G-2.0506 permits a presbytery to enroll ministers of another Christian church as temporary members for the duration of their service. The Presbytery of Coastal Carolina asks the General Assembly to reconsider the 1992 authoritative interpretation in light of the ability of a presbytery to enroll a minister of another Christian church as a member for the period of service, in order to meet its missional needs for oversight of its congregations being served by temporary pastoral relationships, including by a number of ministers of other denominations.

One group of temporary members of a presbytery are ministers who have been received under the provisions of the Process of Orderly Exchange of Ministers in the 1998 Formula of Agreement to serve in an installed relationship, having satisfied “the requirements of preparation for such service established by the presbytery’s own rule” (G-2.0506). The act of installation includes giving affirmative answers to the ordination questions of W-4.0404. This places the minister under the jurisdiction of the Presbyterian Church (U.S.A.) and makes it possible for the minister to serve as the moderator. [However, the process notes the following: “Ministers serving in an orderly exchange should be temporary under this agreement. Should an ordained minister of one church intend to serve permanently in another church then the process of the transfer of ministerial status should be followed.”]

A second group of ministers of other Christian churches who may become temporary members according to the procedures of the presbytery may be serving in a temporary pastoral relationship (G-2.0504b). Such ministers may serve as the moderator if the presbytery has satisfied itself as to the minister’s preparation for such service. The presbytery may require training and preparation in Presbyterian polity and other areas in making this determination. The minister so received shall also affirm the order and discipline of the Presbyterian Church (U.S.A.) in the context of their service in a

manner satisfactory to the presbytery. Such affirmation may include responding to the constitutional questions of W-4.0404(e), (g).

Laurie Griffith
Associate Stated Clerk
Associate Director for Constitutional Interpretation
Office of the General Assembly
Presbyterian Church (U.S.A.)
100 Witherspoon St
Louisville, KY 40202

Statement of Faith of Frederick E. Noll

I believe in the One God, Father and Creator of all things. This God is ruler of all that is and all that is to come. I believe that God's spirit abides in all of life and that all life should be treated as sacred. I believe that the God-Self is made known to the faithful in three persons, as Father, Son - Jesus Christ, and Holy Spirit. I came to know this God first as Creator/Father and later I encountered the story of Jesus of Nazareth who reveals this God to be compassionate, loving, forgiving, full of grace and mercy. I believe that God is transforming this world into the place of God's justice, mercy, and love and that God's Son is the model of how I am to join God in this transformation. I confess that too often my focus on self leads me astray and to the many temptations of the world. I too often make the wrong choices. I become separated from the path that our God ordained me to live. As the Apostle Paul states we were by nature deserving of wrath. Therein I am confronted with the existence of sin and know I stand before God as a sinner in need of God's forgiveness and mercy. I am without help but for what our merciful God will offer which is salvation, a gift, and not something I can earn. I believe that the crucified Christ is God's answer to my sinful state.

In Jesus Christ is demonstrated what great love, mercy and forgiveness God offers to me and all the world. This truth is reaffirmed down through the ages in our Scripture and the doctrine of Christ's Church and made a living reality as we celebrate the Sacraments of Baptism and Holy Communion. I believe that the scriptures contain God's truth which will guide us to the fullness of life we are created to experience and enjoy. I believe that God's truth is a living, active and yet unfolding truth and that the revelation of this truth continues, that God still speaks to those who are open to God's truth.

God has ordained the Church to proclaim this Good News (Gospel). Jesus sent disciples out into the world to heal, and proclaim this good news of God's mercy and love. The challenge to the church today is to find fresh and relevant ways to declare the unchangeable truth of God that allows folks to be rooted in tradition and expectant of a future pregnant with possibility where God is still active and working things out. This God has ordained me and all other followers to participate in the Reign of God in all that we do and holds us accountable for our faithfulness to God's rule of grace and love. This is a lifelong journey and those who respond to God's call will encounter surprises along the way that cultivates an openness to the presence and the work of the Spirit in our lives.

Erin Burt - Bridgewater College Position Description

Job Title:	College Chaplain	FLSA Status:	Exempt
Department:	Student Life	CSA:	Yes
Director's Title:	Associate Dean of Students- Diversity, Equity & Inclusion (DEI)	Date:	01/26/2023
Inclement Weather Position	No	Supervision	No

Job Summary:

The Chaplain plans, coordinates, and directs a comprehensive program (of worship, activities, and events) to meet the religious and spiritual needs of the campus. As a liberal arts institution, the College has always placed a high value on engaging students to think critically, broadly, and deeply, about all facets of their experience. As such, the Chaplain is expected to prioritize the spiritual and holistic development of all students.

Essential Functions (Duties/Responsibilities):

Major Area(s) Responsibilities & Duties List
Identify relevant college community needs and work with students, faculty, administration, and staff of the college to: <ul style="list-style-type: none"> • help create an open, welcoming, and supportive spiritual and religious (interfaith) atmosphere • raise spiritual and religious issues, and • challenge students and others in the community to examine their faith and spirituality in relation to their current setting in life.
Nurture and support a campus religious and spiritual environment where all are welcome, all can grow in knowledge, belief, and application, and all benefit from the association of well-intentioned people with different perspectives and experiences.
Design and provide worship experiences central to the campus interfaith worship experience.
Maintain a positive affiliation with the Church of Brethren.
Plan and provide meaningful programming for the campus including discussion groups, worship services, spiritual exploration, religious holiday observances, retreats and conferences, and other events that support the religious and spiritual needs of the campus community.
Provide pastoral care and counseling to students, faculty, and staff dealing with issues of spirituality, grief, relationships, and any range of issues or matters calling for support. This includes making initial contact, spiritual assessment, providing ongoing support, collaborating with counseling services and community resources, liaison with the spiritual community, participation in overall bereavement assessment, and representing the college at family and community services as needed.
Represent the college to community and religious constituencies, working to enhance Bridgewater College's relationship through speaking engagements, hosting minister groups, and church conference participation.
Manage the Church Relations and Chaplain budget along with the Associate Dean of DEI.
Advise, provide support, and guidance in an advocacy role for interfaith and religious student organizations in partnership with the co-advisors.
Under the supervision of the Associate Dean of DEI develop, monitor, and assess spiritual life spiritual life goals, objectives, and activities.
Work with the Associate Dean of DEI to create, develop and administer specific religious awareness and identity exploration trainings as needed.
Work with the Associate Dean of DEI to provide interfaith interventions, resources, mediation, and support services to students.

Maintains appropriate professional development to have an understanding of college students' mental health needs.
Be available and responsive in case of emergencies and crisis situations which might require working evenings and weekends.
Maintain healthy communication with the Associate Dean of DEI to provide weekly updates about pertinent information.
Assist with marketing and outreach efforts for the Office of DEI.
Collaborate with student life colleagues and campus partners to identify creative strategies to support students from traditionally underrepresented populations.
Serve on Student Life Connection Assessment Referral Effort (CARE) Team and Intercultural Advisory Council (IAC).
Plan and lead the Baccalaureate service in collaboration with other departments.
Maintain and enhance the Meditation and Prayer Space at the Inclusion, Diversity, Equity, and Advocacy (IDEA) Center.

Minimum Qualifications:

Education:

Master's degree in theology, divinity, religious studies, or its equivalent in relevant training/experience.	Required
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Related Experience:

3 years in a college/university setting (and/or relevant experience)	Required
Program planning for small and medium events.	Required
Demonstrated ability to collaborate and work as a team.	Required
Demonstrated success working with a culturally diverse community of students and staff.	Required
Proficient computer skills including Microsoft Office Word, Excel, PowerPoint, etc.	Required
Excellent written and oral communication skills.	Required

Certifications, Special Training, Skills, & Abilities:

Current VA Driver's License (or must obtain within 60 days of relocation to VA) with a good driving record that meets the BC driver policy.	Required
Ministerial ordination.	Preferred
Counseling experience.	Preferred

Skills & Abilities:

A vision for integrating faith exploration and spiritual development within the context of an independent institution committed to community impact and local and regional partnerships.	Required
An understanding of the Christian, interfaith, unaffiliated, and atheist sentiments and dynamics in society, within organizations, and on university campuses.	Required
Interfaith knowledgeable.	Required
Ability to self-manage personal mental health as it relates to the demands associated with ministering to members of the campus community who seek pastoral counseling and conversation.	Required
Sense of diplomacy, sensitivity, and objectivity.	Required
Above average interpersonal and intercultural communication skills.	Required
Demonstrated judgment, analysis and decision-making skills.	Required
Effective communicator across multiple mediums and a wide variety of audiences.	Required

Experience working effectively in interdisciplinary teams.	Required
Organized and detail oriented.	Required

Physical Requirements and Environmental Exposure:

Physical Activity	Frequency
Bending	Occasionally 10 – 30%
Climbing	Seldom 0 – 10%
Kneeling/Crouching/Crawling	Seldom 0 – 10%
Reaching/Handling	Occasionally 10 – 30%
Sitting	Constantly 66% - 100%
Standing	Occasionally 10 – 30%
Walking	Occasionally 10 – 30%

Time Demand
Ability to work evenings and weekends as needed.

Physical Demand
Light work. Light work involves lifting no more than 20 pounds at a time with frequent lifting or carrying of objects weighing up to 10 pounds.

Sensory Demand
Far Vision. Ability to see details at a distance
Near Vision. Ability to see details at close range
Hearing. Ability to detect or tell sounds that vary in pitch and loudness
Speech. Ability to speak clearly so others can understand you

Sam Shields – Position Description

Staff Chaplain

Richmond, VA
 Children’s Hospital of Richmond
 Full time
 R15255

The Team Lead Chaplain provides comprehensive spiritual care services to the patients, families and staff and serves as Team Lead for the Spiritual Care Department at the Children’s Hospital of Richmond. Team Lead position is 70% direct chaplaincy care and 30% leadership and 40 hours per week.

Staff Chaplain Responsibilities:

1. Partners with department members to provide comprehensive spiritual care services to the patients, families and staff of CHoR.
2. Collaborates with members of the interdisciplinary team to provide person centered care to patients and support of patient loved ones.
3. Participates in interdisciplinary team meetings and rounds, offering insights in the areas of spiritual care, and patient culture and value system. Requires cultural competence in working with a diverse patient population and care team.
4. Clinical precepting and/or clinical mentor for CPE/master’s degree students.

5. Facilitates conversation and provides education to patients and family regarding Advanced Care Planning.
6. Maintain comprehensive required records, reports, statistics, etc.
7. Documents in patient electronic medical records in accordance with department standards.
8. Integration of spiritual assessment and spiritual care interventions with patients, families, and members of the care team. Including the ability to address the needs of those with complex spiritual issues related to end of life, chronic disease stress, traumatic injury and illness, and general issues associated with life circumstances.
9. Offering of grief and bereavement services including performing rituals such as memorial services
10. Staff education & development through providing support and education for staff that care for patients with complex spiritual/emotional issues.
11. Use of evidence-based reactive and proactive spiritual care interventions.
12. Participation, where applicable, in research/grant writing and participation in the development of research ideas in coordination with VCUHS staff and VCU faculty in the Department of Patient Counseling.
13. Completion of all required in-service and compliance training.
14. Participates in ongoing professional spiritual care continuing education as appropriate.
15. Maintains professional and ethical standards.
16. Demonstrates fiscal responsibility and accountability of all resources.
17. Miscellaneous responsibilities as assigned and participates in special projects to promote the mission of the Department of Spiritual Care.

Team Lead Responsibilities:

1. CHoR Spiritual Care Department shift scheduling.
2. Partnering with VCUHS MCV chaplain department Team Lead/Manager on department policies and procedures.
3. Co-Coordination of sessions or events that support patients, patient loved ones, and members of the care team.
4. Partnering with Spiritual Care Department director and administrative staff in support of the spiritual care services and department operations.
5. Other duties as assigned.

Licensure, Certification, or Registration Requirements for Hire: Board Certified, Provisionally Board Certified or Board Eligible Chaplain by one of the following:

Association of Professional Chaplains (APC);
National Association of Catholic Chaplains (NACC);
Neshama;
Association of Jewish Chaplains (NAJC);
or The Canadian Association for Spiritual Care/Association Canadienne des Soins Spirituels (CASC/ACSS).

Licensure, Certification, or Registration Requirements for continued employment:

If not Board Certified upon hire, achieve full or provisional Board Certification within 24 months of hire.

Once board certification is achieved, it must be maintained for continued employment.

Board Certification by any of the following organizations is acceptable: APC, NACC, Neshama, NAJC, CASC/ACSS

Experience REQUIRED:

One (1) full-time year post-Clinical Pastoral Education (CPE) chaplaincy experience, which may include second year residency

Experience PREFERRED:

Experience as a chaplain in an academic medical center and Level 1 Trauma Center

Education/training REQUIRED:

Master's Degree (72 hours) in Theology or equivalent (as determined by the Association of Professional Chaplains) from an accredited institution recognized by the Council on Higher Education Accreditation (CHEA)

Completion of four units of clinical pastoral education as certified by one of the following: Association for Clinical Pastoral Education (ACPE); National Association of Catholic Chaplains (NACC); Neshama; Association of Jewish Chaplains (NAJC); or The Canadian Association for Spiritual Care/Association Canadienne des Soins Spirituels (CASC/ACSS)

Education/training PREFERRED: N/A

Independent action(s) required:

Responds to calls that request chaplaincy services.

Provides bereavement care and support to families.

Supports staff following bereavement event.

May participate in research and grant writing.

Consults with Department Director or other clinical faculty members in complex patient care situations as needed.

Supervisory responsibilities (if applicable): N/A

Additional position requirements:

Days, evenings, nights and/or weekends. Shifts worked depend on specific job assignment.

Age Specific groups served: All

Physical Requirements (includes use of assistance devices as appropriate):

Physical Lifting less than 20 lbs.

Activities: Prolonged standing, Prolonged sitting, Walking (distance), Climbing (steps, ladder, other), Reaching (overhead, extensive, repetitive)

Mental/Sensory: Strong recall, Reasoning, Problem solving, Hearing, Speak clearly, Write legibly, Reading, Logical thinking

Emotional: fast-paced environment, Steady pace, Able to handle multiple priorities, Frequent and intense customer interactions, Noisy environment, Able to adapt to frequent change

**Commission on Ministry
Covenant Pastoral Relations
As of September 28, 2023**

Name	Church	Expires	Hrs/wk	Salary/mo	Hous/mo	SSec/mo	MedPen/mo	Trav/mo	Other	ConEd	Vaca.
Covenant Pastor 1											
Atkinson, Susan B	Petersburg Second	02/29/24	15	950	300			200	Reimbursement	1 wk	2wks
Barrick Parsons, Shelly	Hebron	12/31/2023	14	1000	1250	173					
Burnette, H Denny	Orange	11/20/2023	19	2000						1 wk	2 wks
Denton Jr, Donald D	Rennie	12/31/2023	10	1500							2 wks
Douglass, Eric	New Hanover	12/31/2021	12	515						1 wk	2 wks
Einstein, Gay Lee	Madison	8/31/2022	?	fixed amount per event				Reimbursed			
Goodloe IV, James C	Mattoax & Pine Grove	12/31/2023	20		1,425					1 wk	2 wks
Grotz, John D	Kirk O'Cliff	12/31/2023	20	1,030	858	144	1,142	650		\$100 & 1 wk	2 wk
Grussendorf, Mark J	Salem	7/31/2023	24	2,200					1 mo unpaid leave	1 wk	2 wks
Kissel-Ito, Cindy	Providence Forge	2/28/2024	30	1,750	1,750	268		170	83 /mon	30 hours	120 hours
Kniseley, James	King's Chapel	12/31/2023	20 for 3 wks		1,789	136	400				
Kross, Arthur Edward	Amphill	11/30/2023	15	2,500						1 wk	2 wk
Lee, Sai Hyung	Lord Jesus Korean	12/31/2023	40	1,950	1,500		300			1 wk	2 wks
Payne, Ulysses S	Westminster Petersburg	12/27/2024	20	600							

Presbytery of the James – 115th Stated Meeting – October 21, 2023 – Hybrid Meeting Zoom/Westminster, Richmond

Name	Church	Expires	Hrs/wk	Salary/mo	Hous/mo	SSec/mo	MedPen/mo	Trav/mo	Other	ConEd	Vaca.
Covenant Pastor 1 (continued)											
Rhodes, Chad	Pryor	9/30/2023	20	700	600			\$.625 / mi		1 wk	2 wks
Shaner, Sandra	Byrd	12/31/2023	30	1,438	2,000	263	1,341	350		1 wk	2 wks
Covenant Pastor 2											
Butler Jr, J Jefferson	Woodlawn	12/31/2023	35	690	2,971	280	1,539	250		2 wks	4 wks
Cherry, Ann D	Laurel	6/30/2024	40	3,170	2,708	450	current % + dental & eye	300	35	3 wks + 3,408	4 wks
Clark Jr, Shady	Eastminster	12/31/2022	20	2,100						2 wks	4 wks
Clark, Nancy S	St Andrews	11/13/2023	30	1,828	1,500	255	med reimburse ment 200	IRS		\$208, 2 wks	4 wks
Connette, Albert	Providence Powhatan	2/28/2024	16		2,500	191		IRS rate	reimbursement as needed	2 wks	4 wks
Coye, Thomas R	Milden	10/31/2023	10	1,060		81		Yes		2 wks	4 wks
Jackson, Katherine C	Bott Memorial	12/31/2024	25	1618	1,115	209	1,191	IRS rate	Disability 41/mo	2 wk	4 wks
Jones, Michael	Aberdour, Emporia First	12/31/2022	30	2,000	2,000	306	1480	\$.585/mi		2 wks	6 wks
Mensah Awuah, Daniel	Holy Trinity	4/30/2024	20	2,400		184	288	200	2.40 per mo	pendin g	pendin g
Muraya, Humphrey	All Nations	2/29/2024	24	1,284	1,000	159	BOP Evangelist Grant	40		2 wks	4 wks
Nave, Dwight F	Covenant	11/27/2022	40	2,684	2,333	384	502	250	Med Reimb 333.33/mo	1,500/yr & 2 wks	4 wks
Philips, Charles R	Rosewood	3/31/2021	10-12	1,500				Yes			4 wks

Presbytery of the James – 115th Stated Meeting – October 21, 2023 – Hybrid Meeting Zoom/Westminster, Richmond

Name	Church	Expires	Hrs/wk	Salary/mo	Hous/mo	SSec/mo	MedPen/mo	Trav/mo	Other	ConEd	Vaca.
Covenant Pastor 2 (continued)											
Stanley, Karen V	Brett-Reed	12/31/2023	20	1,942		149	233			2 wks	4 wks
Starr Redwine, Derek	Richmond First	4/30/2024	30-35	5,278		404	449	250 per month	phone 179/mo	250/250/mo & 2 wks	4 wks
Steinberg, Susan	Providence G S	10/16/2023	30	1,875	1,875	287	413			2	4
Sutphin, Rachel	Charlottesvile First	7/31/2024	40	4,333	see Salary	332	1,690		143	83 and 2wks	4 wks
Sydnor IV, Calvin H	Grace Covenant	11/30/2023	22.5	1,619	1,619	248	324	63	Reimb 63/mo	2 wks	4 wks
Sydnor, Joanna W	Grace Covenant	11/30/2023	22.5	1,619	1,619	248	324	63	Reimb 63/mo	2 wks	4 wks
Tucker-Motley, Rebekah	Bon Air	7/31/2024	30	1,617	2,667	328	428	60	133	200 and 2 wks	4 wks
Turner, John W	St James	6/30/2024	7.5	328	844			Yes		2 wks	6 wks
Commissioned Ruling Elder											
Bagwell, Charles	Brandermill	2/7/2023	unspecified								
Daniel, Marvin	Richmond Second	12/31/2023	6-8								
Fox, Peggy	Woodville	11/20/2021	15	250/wk							
Jackson, Scott	Hawkins Memorial	2/29/2024	15	800	100					1 week	2 wks
McRaven, Charles	Waddell	12/31/2023	20	2,912				83		2 wks	4 wks
Seay, William	Genito	9/30/2022	20	1,979	350		221	125		42 & 2 wks	4 wks

Presbytery of the James – 115th Stated Meeting – October 21, 2023 – Hybrid Meeting Zoom/Westminster, Richmond

Name	Church	Expires	Hrs/wk	Salary/mo	Hous/mo	SSec/mo	MedPen/mo	Trav/mo	Other	ConEd	Vaca.
Interim Pastor or Associate											
Banbury, Rosalind E	Bethlehem	2/28/2024	19	2,800				IRS rate		up to 1,100; 2 wks/yr	4 wks/yr
Clayton, Kimberly	Fredericksb urg	9/25/2023	40	7,083	833	606	4,099	reimburs ed		1,500 /yr	4wks
Cook, Jess	Westminster Richmond	3/5/2024	40	2708	2708	414	2001	IRS rate	\$1000 continuin g ed	2 weeks	4 wks
Foster, Marc Kerry	Amelia	6/30/2022	30	1,413	1,750	263	14,122 total	170		1,773; 2 wks/yr	4 wks
Holbrook, Fred A	Richmond Second	9/10/2024	19	3,959			900	IRS rate			4 wks
O'Connell, Johann	Southminste r	7/31/2024	40	5,438	1,700	442	1,044	As incurred		167 total; 2 wks	4 wks
Parton, Jewell-Ann	Westminster , C'ville	12/4/2023	40	7,500				1,667	Prof expense s 125/mo	2,500/ yr 2 wks	4 wks
Rayle, Kelly- Ann	River Road	1/23/2022	40	2,301	2,500	399	6,741 total	417	Phone \$50/mo	2,000 & 2 wks	4 wks
Zehmer, A Lee	Tuckahoe	5/31/2024	40	5,167	2,333	593		250		2 wks and 200	4 wks

Presbytery of the James – 115th Stated Meeting – October 21, 2023 – Hybrid Meeting Zoom/Westminster, Richmond

Name	Church	Expires	Hrs/wk	Salary/mo	Hous/mo	SSec/mo	MedPen/mo	Trav/mo	Other	ConEd	Vaca.
Parish Associate											
Andrews, Louie	Olivet	1/14/2024	unspecified		1,401	107					
Brawley, Diana C	Westminster Cville	12/31/2018									
Breitenberg, Jr, E Harold	Tuckahoe	12/31/2023									
Curran, Keith	Fairfield	10/31/2022									
Dealtrey, Dale Elizabeth	Olivet	1/14/2024	unspecified		735	56					
Garth, David K	Westminster Cville	12/31/2018									
Kerr, Russell	The Gayton Kirk	12/31/2023		500							
Ramsey, Mark	Richmond First	1/31/2024									
Reveley, Nelson M	Grace Covenant	3/31/2024						417	\$500/mo to mission of choice		

Camp Hanover, Inc.

Report to the Presbytery of the James – October 2023

At its June meeting, the Camp Hanover Board elected the next class of the Directors to serve three-year terms beginning September 1. Two members, Rev. Brint Keyes (POJ Member at Large) and Will Kirk (Hill City Church), were elected to continue their service for a second three-year term. We welcomed Lisa Tully (Gayton Kirk Presbyterian) to return to the Board, and we welcomed two new members, Nathan Kiss (Hill City Church) and Erin Davidson (Overbrook Presbyterian) join the Board for the first time. We also installed 3 officers, including me, John Richardson-Lauve, as Board President. Erin Davidson was installed as Secretary, and Robert Fidler (The Presbyterian Church, Fredericksburg) was installed as Vice President.

We are grateful for the service of outgoing Board President, Jennifer Gwyn (Hill City Church), who has been in many leadership roles over the past years. Jennifer's leadership as President through both the early days of incorporation and throughout the COVID pandemic has been instrumental in Camp Hanover's stability and growth over the last three years. Jennifer continues to serve as an active Board Member, and is a mentor for me.

As a way of introduction, I have been on the Board since 2018 prior to incorporation. My connections to camp started in 1992 when I joined the summer camp staff. In 1994 I met a very special person while working together on staff and in 1998 we married in what is now the Pollinator Meadow, outside of Koinonia Lodge. I am a clinical social worker by trade and currently am the Senior Director of Community Outreach and Trauma-Informed Care Specialist at St. Joseph's Villa in Richmond. My wife and I have a 16-year-old son who has been coming to camp ever since he was old enough. Noah is now serving a one-year term as one of two Youth members of the Camp Hanover Board of Directors, along with Marcy Mortimer, both of whom were elected at our June meeting. I look forward to the opportunity to meet each of you.

When Presbytery met last June, the first full week of Summer Camp was underway at Camp Hanover. Camper participation at both Onsite Day Camp and Overnight Camp continues to grow as we rebuild enrollment to pre-pandemic levels. We express our gratitude to those who gave of their time to serve as Pastors-in-Residence this summer: the Revs. Brint Keyes, Kate Fiedler, Mike Burcher, Jess Cook, Gillian Weighton, and David Ensign. The Summer Camp season wrapped up with a warm "Welcome Home" to camper and staff alumni and their families during the Homecoming event over Labor Day Weekend.

In September, the Camp Hanover Inc. Board of Directors came together for its annual retreat. The Rev. Dr. David Ensign guided us through the weekend, leading us in worship and facilitating discussions focusing on Camp Hanover's rich history and the opportunities before us. David's skills as a minister and his family stories are gifts we celebrated together (David is the nephew of John Ensign, Camp Hanover's first director).

Each week this fall, Camp Hanover continues to offer CHASE, the nature-based after-school program serving children in kindergarten to 5th grade. We also continue to nurture relationships with local public-school systems through the development of Camp Tomato, field trips, and overnight experiences focused on environmental stewardship and education. We continue to maintain ongoing relationships with retreat groups like Comfort Zone Camps and The Autism Society of Central Virginia. These programs extend our ministry and create impact in our world.

Nearly 10 years ago, in 2014, a Forest Management Stewardship and Stewardship Plan was adopted and implemented to maintain and improve the health and natural beauty of the 600+ acre forest ecosystem that comprises the Camp Hanover property. This plan laid out a timeline of timber harvests, tree plantings, and other conservation projects stretching thirty years into the future. The next step in the Stewardship Plan is to conduct a select cut in two of the timber stands at the northern and southern tips of the property to remove certain trees that have reached maturity and will see no further growth. We are currently working with our Forestry Consultant and are in the final stages of securing a contract to proceed with this harvest. In addition to helping maintain the health of the forest, the harvest will bring in much needed revenue to support property improvements, facility maintenance and ministry programs.

Camp Hanover's Executive Director, Doug Walters, returned from sabbatical this past May, and completes 11 years of service October 1. Harry Zweckbronner, Associate Director of Programs, completed 10 years of service September 15, and has recently begun a time of sabbatical for some rest and recharge. Harry will return to Camp Hanover on December 6. These well-deserved experiences were delayed due to COVID.

In December, the tradition of [Hanover Christmas](#) continues. Please join us on December 8th and 9th for this live nativity experience and a celebration of the season.

How can you support our ministry?

- **Use your Experience and Specialized Skills to Make Camp Happen:** Are you a medical professional? Do you have an accounting background? Know your way around a set of blueprints? Are you at home in the courtroom? Camp Hanover could benefit from your wisdom and advice in a variety of different ways, during the summer and all year round. Get in touch and see how you can plug in on a project, program, or committee.
- **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. Please reach out to us to learn more.
- **Share your Camp Story:** We are gathering memories in a Camp Stories project, to capture the tales of camp over the years so that we can pass them down throughout the years. If you have an experience of camp, contact Lisa Tully or any of camp leadership to help us capture them.
- **Sponsor a Mission Volunteer (MVP):** Mission Volunteers are young adults who spend 10 months living in community and service at Camp. A new group of MVPs began in August and a sponsorship of \$8,250 opens an opportunity to impact the life of a young adult who has chosen to serve others as they explore the next steps in their life journey.
- **Join us for [Hanover Christmas](#):** December 8 and 9 we will continue our annual celebration of the holidays with our live nativity. Volunteers are welcome!



John Richardson-Lauve
President of the Board of Directors
Camp Hanover, Inc.

Announcements



Alethia and Ryan White serve with the Presbyterian Mission Agency as Regional Liaisons for Northern and Central Europe. In this capacity, they help manage the relationships between ecumenical and NGO partners in the region. Some of the major issues in the region are migration and responding to needs and root causes, eco-justice and sustainable living, confronting militarism, and the impacts of the Russian invasion in Ukraine.

Normally living in Berlin, Germany, the Whites have relocated with their two daughters to Henrico, VA through July 2023. Along with maintaining the responsibilities as Regional Liaisons, they are also available for connecting with congregations or other groups. If you are interested in connecting with Alethia and Ryan White, please contact them at alethia.white@pcusa.org and ryan.white@pcusa.org.

Report of the Committee on Preparation for Ministry

October 21, 2022

Meetings in June, August, September 2023

I. The committee reports the following for information:

- A. Of the 14 persons under care on September 24, 2022, 7 are inquirers, and 7 are candidates. Of the candidates, 2 are ready to be examined for ordination pending a call.

II. The committee reports the following actions:

- A. Interviewed Samuel Smith (Ginter Park) and enrolled him as an inquirer, appointing David Frost as his CPM liaison.
- B. Approved financial aid grants: Inquirer Addison Schmitt (Westminster Richmond), \$5,000; Candidate Hannah Miller (Richmond First), \$1,500.
- C. Conducted a final assessment of Candidate Robbie D'Orazio (Swift Creek) and certified him ready to be examined for ordination, pending a call.

III. The committee makes the following recommendations in the Consent Agenda:

- A. That presbytery examine Inquirer Wendy Steeves (Blue Ridge) 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 faith in Jesus Christ and experience of God's grace, their sense of call and motives for seeking the ministry, and forms of Christian service undertaken.

IV. The committee makes the following recommendation: [None]

Leadership Connections Team Report

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 engaging the faith of and building leaders and leadership skills among individuals and congregations. The nine ministries we work with include Black Caucus, Collegiate Ministries, Community of Ministry and Worship, Nurture, Older Adults Ministry, Presbyterian Women, Resource Center, Small Churches, and Youth. These ministries support and enrich a variety of specific communities within our larger presbytery, to the benefit of all of God's children! Some have shared about their work in this report, but more information about all of these ministries, including how to contact their leadership, can be found on the Presbytery website (www.presbyteryofthejames.com/ministries).

Natasha Taylor, Vice-Moderator

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 last winter. The damage was extensive, but we will reopen to welcome you to drop in soon. In the meantime, we are still ready to help! Whether your congregation's programs are 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!

Advent is coming! We have resources to help!

Advent is a time when congregations frequently plan special studies or times of gathering. The Resource Center has dozens of options for Advent 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 and 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!

Community of Ministry and Worship

We began our sixth year of ministry in September 2023. Initially a ministry of the Presbytery of the James, we are now a ministry that includes three presbyteries: POJ, Presbytery of Eastern Virginia (PEVA), and Shenandoah. The Rev. Dr. Laura Sugg, Pastor, South Plains Presbyterian Church and I are the co-leaders of Cohort Six, a nine-month ministry committed to the broadening and deepening of the ministry skills and practices of those who are early in their pastoral ministry.

Cohort Six is composed of people involved in ministry across a wide geographical area:

- | | |
|-----------------------------|-----------------------------------|
| 1) Julia Buckley (Shen.) | 6) Jason Leonard (POJ) |
| 2) Tommy Carrico (Shen.) | 7) Inger Manchester (POJ) |
| 3) Hannah Creager (POJ) | 8) Jaechul Pi (PEVA) |
| 4) Beth Hilkerbaumer (PEVA) | 9) Julie Stirling (PEVA) |
| 5) Stephen Hitchcock (POJ) | 10) Amanda Maguire Thomas (Shen.) |

Cohort Six will meet monthly to develop preaching and worship leadership gifts, to expand a grasp of the biblical canon, to grow in appreciation in how best to manage conflict, moderate meetings, develop budgets, provide crisis and ongoing pastoral care. In addition, we will address areas of growth identified by participants in the cohort.

We hope that the POJ will prioritize this ministry in future budgets, and we are grateful for the full participation of the Presbytery of Eastern Virginia and Shenandoah Presbytery in making Cohort Six possible.

For questions about the Community of Ministry and Worship, please feel free to contact me or Laura Sugg.

Grace and peace,
Gary Charles
Pastor, Cove Presbyterian Church

Pace Center, Collegiate Ministries

To the Presbytery of the James,

Over the past few months, you may have heard UKirk at VCU and the words, “The Pace Center.” Let me provide some details for your many wonderings.

History. The Pace Center for Campus & Community Ministry is the United Methodist campus ministry serving VCU in Richmond, VA. In 2017, UKirk-Richmond began to collaborate with Pace. In 2020 members of the Presbytery fostered an intentional partnership with Pace’s ministry. In April of 2022, as ministry grew exponentially, I was hired as Pace’s full-time Student Engagement & Development Coordinator. My position is a validated ministry of the POJ, solidifying UKirk’s role in Pace’s mission and ministry. Pace is now an active member of the national UKirk network partnering with over half a dozen local PC(USA) churches.

Laboratory for the Future Church. How is Pace similar to traditional campus ministries? At Pace, we connect with our students through pastoral care, weekly worship, and Bible study. How is it different? Pace is a laboratory for the future of church on a campus with an extremely diverse community, a significant LGBTQ+ population, and less than 2% of students engaged in any on-campus faith-based organization. We strive to be “a foretaste of the Kingdom of God” by teaching principles of servant leadership - that all have gifts to share as told in Exodus 35, the feeding of the 5,000, and 1 Corinthians 12. Pace students lead 12-15 events every week, including community meals, cooking classes, a walk-a-dog ministry, and crochet club. Each semester, nearly 1,000 students come to Pace to experience a community where their gifts, stories, and fellow students are valued.

Here are ways we plan to expand and continue PC(USA) church involvement in the life and mission of Pace.

1. **Shepherd** PC(USA) students attending VCU. Connecting with students is integral to our work at Pace.
2. **Invite and nurture relationships** with churches to provide meals for our Wednesday Stories & Lunch ministry. Churches connect with students over a shared meal. Current PC(USA) partners for this meal ministry are Second Presbyterian, First (Richmond), Union Presbyterian Seminary, Genito, and the Gayton Kirk.
3. **Mentorship.** Connect local church members to mentor VCU students through our mentorship program. Students share that Pace’s mentorship church network has been meaningful and helpful in their college, career, and spiritual life.
4. **Student Circles.** We currently have and will continue to invite local pastors or chaplains trained in pastoral care (CPE) to lead and facilitate Student Circles - a weekly support group for VCU students.
5. **Leadership Institute.** Continue to host local youth groups to attend our Servant Leadership Institute over the summer to learn about mission and service learning in downtown Richmond.

For more information, you can connect with me via email (listed below). Visit our website (www.thepacecenter.com) to sign up for our mailing list and view our past newsletters. Thank you for the support of the POJ in helping to foster Pace’s Kingdom community.

Respectfully submitted,
Rev. Russ Kerr - (community@thepacecenter.com)
P.C.(USA) Minister of Word and Sacrament
Pace Student Engagement & Development Coordinator

Mission and Service Team Report

The Mission and Service team supports a variety of ministries that enable the congregations in the Presbytery of the James to experience new vitality as they reach beyond themselves to serve God in the world. Through each of these ministries, pastors and church members can engage in mission that might not be otherwise possible. To explore the full list of Ministries, moderators, and how you might connect with them see the presbytery's website. Every ministry has a report to share!

Disaster Response Ministry

Every year some part of the United States is devastated by natural disasters, most recently hurricanes that have ravaged the coast of Florida. Brown Pearson, the leader of this ministry, has been gathering groups to respond where the need is great. Now semi-retired, he gives generously of his time to plan and organize. Members of each team of 15-20 come from a variety of congregations, all inspired by the call to help others by rebuilding their homes and showing the compassion of Christ to those who have lost everything.



In early October, the third team went to Florida and the ministry anticipates making three Disaster Response trips in 2024. Location has not been determined. All skill levels are welcome, if you bring a desire to learn something new and to work hard! Is there someone in your congregation that has a week to give to help others? A congregation does not have to recruit an entire team to respond, but can send 1-2 individuals who can go.

In 2024 trips are envisioned for January, May, and October. Plan now to participate or to sponsor someone who can. For further information, contact Brown Pearson (cbpearson3@erg-homes.com)

Justice and Advocacy Ministry

This important ministry has a solid place in the Presbytery of the James and in its predecessor, Hanover Presbytery, as it offers a witness on behalf of all to social justice, racial reconciliation, and public policy that reflect God's reign of justice and love for all God's people, especially those whose voices are not heard.

This past year it has evolved with a new name, Justice and Advocacy Ministry (JAM) as the merger of two former ministries in the POJ: Dismantling Racism, and Public Policy Witness. Chaired by Reverends Christopher Tweel and Gay Einstein, this group has put together a budget, and some stated goals. One of the greatest hurdles JAM faces is doing what we perceive to be our mission on a tight Presbytery budget.

We have dreams, for instance, of spearheading **training sessions in racial diversity** for pastors, and perhaps church members. But how do we do that without proper funding? Right now we are in discussion and research looking at the requirements for pastors at other presbyteries, and imagining creative ways we can bring these valuable and needed education opportunities to our region.

Under JAM'S umbrella, our proponents of **gun violence prevention** have hosted two tables at Charlottesville area Back to School Bashes, handing out free gun locks to parents, raffling off a biometric gun safe (for handguns), and distributing literature about how to keep children safe from

guns. We are also working to change a local ordinance in Albemarle County, which currently allows people to operate gun stores out of their homes. On the horizon is a potential Presbytery-wide Zoom panel discussion on gun violence prevention--more on that as plans develop.

In addition, looking ahead is the **Day for All People** during the Virginia General Assembly, offered by our presbytery's partner, the Virginia Interfaith Center for Public Policy, which urges non-partisan participation in the social arena to improve the life of all with justice and compassion. The Day for All People, January 17, 2024, provides speakers, workshops, and connections with one's own delegates to discuss current issues and to give everyone an opportunity to express their views.

As a newly formed ministry team we are still finding our feet across the restraints of time and budget, but are committed to continue and gather people and ideas and actions for these elements of Justice that God is calling all of us to participate in. We are eager to attract new members to come and "JAM" with us! Contact Christopher Tweel (christopher@threechoptchurch.org) or Gay Lee Einstein (gleinstein@gmail.com).

Haiti Ministry

Please pray for Haiti as conditions there continue to deteriorate and many live in increasingly dangerous conditions and struggle to survive.



Cindy Corell pleads for your prayers as she continues to work remotely from home in Virginia to support FONDAMA's (Joining Hands) ministry to farmers in Haiti. She is preaching and speaking in our churches whenever invited. She serves as a Mission Co-Worker for the Presbyterian Church, a position that was created by the Presbytery of the James with the promise that our congregations and the presbytery would support her. Do not stop!! She needs all of us!

Because it is too dangerous to return to Haiti, Cindy is using her experience in Haiti and her time in the U.S. not only to connect with congregations, but also she is leading an online study for the Presbyterian Church on the book, *The Land Is Not Empty, Following Jesus in Dismantling the Doctrine of Discovery*, by Sarah Augustine. Cindy speaks from her experience in Haiti where land issues and the loss of land have been key concerns for the Haitian farmers. Connect with Cindy at cindy.corell@pcusa.org.

Hunger Ministry



"When did we see you hungry?" Matthew 25 calls on all of us to see those who are hungry and to respond. How is your church joining with others to respond near and far?

Your financial contributions through the **Five Cents a Meal** offering and other contributions to the presbytery designated to address hunger, enable many to eat and to have the resources to build a better life. If this offering or contribution has dropped off your church's vision during the pandemic, please restore it! Many who are hungry depend on it.

So far this year, the committee has made grants to several **local church food pantries**, such as the one in Louisa or the one run by All Nations Presbyterian Fellowship at Westminster on Monument Ave and serves 200 a week, and to the Walk-In Lunch Ministry of Second Presbyterian Church that feeds a hot lunch to 150-175 each week to those on the streets of Richmond and then offers them an opportunity to enjoy an hour of singing and community building as the “RVA Street Singers.”

Other grants have helped **weekend backpack** efforts in Madison and in Nelson County, and **community food banks** in Mechanicsville, Scottsville, Aylett, and elsewhere.

International grants helped struggling families in Guatemala to receive egg-laying chickens and seeds to grow vegetables for their family, and have helped farmers in Haiti, and children in Kenya, Mexico and Myanmar. Please do not neglect this ministry in the Presbytery of the James.

Self-Development of People (SDOP)

Self-Development of People (SDOP) has these core strategies:

- **Promoting justice**
- **Advancing human dignity**
- **Advocating for economic equity**

The SDOP Committee of the Presbytery of the James has accomplished many goals and objectives in 2023. These accomplishments include the following:

- SDOP was awarded with certification renewal for another 3 years allowing us to use SDOP funds for grants within the Central Virginia area, to include **all** 98 churches and communities in the Presbytery of The James. This certification renewal is a direct result of our operating in compliance with the criteria and guidelines established by the organization at its founding over fifty years ago.
- SDOP reconstituted itself with the addition of several new recruits in an effort to help increase its effectiveness in the coming years.
- SDOP developed and implemented a strategy for raising its profile with POJ congregations and community leaders in order to increase support for its mission and to expand the number of grant applications it receives.
- SDOP is discussing, in cooperation with the national SDOP organization, strategies for the coming year that will allow it to focus on ideas (within the frame of our criteria) that would result in reducing the effects of poverty in the Central Virginia area.
- SDOP in partnership with the Chesterfield County Library offered two community workshops on May 9, 2023 and July 11, 2023. Each workshop was a success with a total attendance of fifteen people from a diversity of denominations, non-profits and community leaders.

The SDOP Ministry of the Presbytery of the James includes dedicated and committed members, in addition to the **full** support of Rev. Mary Jane Winter, MAST, and Barbara Chalfant and Dr. Floretta Barbee-Watkins of our presbytery executive leadership. SDOP continues to seek and create vital partnerships with POJ churches, and with community outreach committees, non-profits groups and community leaders to schedule workshops both in-person and virtually.

For further information and involvement, contact Lamar Lockhart (lamarala@yahoo.com), moderator.

World Mission Ministry

A partnership with Peaks Presbytery and our Presbyterian mission partner CEDEPCA (Protestant Center for Pastoral Education in Central America) strengthens pastors and congregations here with a vibrant experience of **mission in Guatemala**. After joyfully reconnecting in post-pandemic 2023, another opportunity is planned for **April 15-22, 2024**. It is ideal for pastors and church leaders of smaller congregations to travel and learn together, and to find mutual enrichment with colleagues in both presbyteries. Already, a number of pastors and mission leaders have expressed interest in the April dates or possible later July dates.



Mission travel to Guatemala provides engagement in God's mission and a renewed commitment to how God is at work and how we can best engage in God's mission both locally and globally. CEDEPCA offers a model of mission grounded in the gospel that empower others and brings change. They find strength in our accompaniment and mutual support. Mission leaders and pastors, don't miss this opportunity to learn, engage, and be renewed by God's Spirit. For more information contact Mary Jane Winter (mjwinter@comcast.net).

The Ghana Mission Network of the Presbyterian Church (USA) met September 28-October 1 on the campus of Union Presbyterian Seminary. It offered an important time for church leaders here and beyond to meet church leaders and mission personnel from Ghana. Many in the presbytery enjoyed lunch together as well as presentations that focused on "Co-Development" as a key to our approach to mission. Worship on Sunday was offered to all at **Holy Trinity Presbyterian Church** where Daniel Mensah Awuah is the pastor.

The Young Adult Volunteer (YAV) program is offered by the World Mission Ministry of the Presbyterian Church. If anyone 18-30 in your congregation is interested in spending a year in mission service either in the United States or internationally, please connect with Mary Jane Winter (mjwinter@comcast.net) or read further at <https://www.presbyterianmission.org/ministries/yav/>.

Leadership Innovation Team Report

October 2023

The Leadership Innovation Team meets monthly. We are tasked with seeking how to best help our presbytery live into our mission:

To support leaders, congregations, and ministries in growing followers of Jesus Christ who joyfully live out God's mission in the world.

Here's what we've been up to:

- Of utmost importance to the team is listening to pastors and leaders of the POJ. We are hoping to connect directly for a conversation with all pastors and churches in our presbytery to hear from you and explore. Please reach out to us if you have not heard from us.

- We are starting to meet directly with Presbytery teams and leaders. With the change in leadership model and the COVID experience, there is an urgent need for committees and teams to update processes and find ways to involve more members in our work. Many processes need to be evaluated and refined, then written as policies and procedures.
- We are praying for you and for our Presbytery. May God give us guidance, grace, and understanding.

Here are some of our early takeaways:

- COVID may be over but pastors are still experiencing the draining effects of it.
- Pastors need to gather with colleagues for mutual support and to find resources for a changing time.

As with any change sometimes the chaos feels overwhelming. We believe the Holy Spirit is at work, reforming and making things new again. Let us trust the Spirit.

The LIT has information on the POJ website and you are welcome to contact us if you have any questions or concerns.

New Worshiping Communities Team Report

For October 2023 Presbytery of the James Meeting

The New Worshiping Communities Team has been meeting every month since we started in May 2023. In these first few months, our work has focused in three areas:

1. Building relationships with our New Worshiping Communities by visiting and worshiping with our current four communities: Holy Trinity Church (formerly Trinity Ghanaian), All Nations Presbyterian Fellowship, Voices of Jubilee, and Every Table. We are meeting with leadership, hearing their stories, and discovering their vision, hopes, budgets, and history.
2. Working on an updated budget for 2024, and beginning conversations on how our financial support structure may look in 2025 and beyond.
3. Starting to create our own manual, guides, and foundational covenants, so that going forward we have clear and consistent processes, oversight, and financial support. We want to not just be reacting to current needs, but be ready for the future New Worshiping Communities, leaders, and visions here in the Presbytery of the James.

A huge help for the third focus area was a meeting in August with two of the national leaders for 1001 New Worshiping Communities. We met on Wednesday August 23 with Gad Mpoyo, the Southeast Region Associate, and Nikki Collins, the National Coordinator, for 1001 New Worshiping Communities. The training offered us a lot of wisdom, insight, and helpful starting documents from the denomination around the country. National Coordinator Nikki Collins has offered to directly coach our team, for which we are very excited.

Thank you, churches, pastors, elders, presbyters, members, and everyone for your incredible support, welcome, and vision for New Worshiping Communities here in the Presbytery of the James.

-Presbytery of the James NWC Team

Flo Barbee-Watkins, Alex Creager, Linda Gueringer, Ayars Lore, Victoria Murdock, Mary Jane Winter

Committee on Nominations Report

October 2023

Recommendations

1. The Presbytery elects the below slate of nominees.

Nominations for Service

The committee brings the following names forward for the Presbytery to elect (unless otherwise indicated, these nominees are first term of service):

Commission on Ministry

Diana Brawley, Validated Ministry, MWS class of 2024, MAL

Joanna Sydnor, Grace Covenant, MWS class of 2026 (second term), Region D

Joseph Taber, Culpeper, MWS class of 2024, Region A

Brint Keyes, At Large Minister Member, MWS class of 2024, MAL

Mission Council/ POJ Trustees

Janet James, Gayton Kirk, MWS class of 2024, Moderator (MAL)

Milton Brown, First United, RE class of 2026, Region D

Leadership Connections Team

Gwendolyn Young, First United, RE class of 2026, Region D

Mission & Service Team

Linda Gueringer, First United, RE class of 2026 (second term), Region D

Opportunities for Service

Friends, we need Ruling Elders to step into open positions on almost every team and committee in the presbytery. On the whole, Teaching Elders have been stepping up, but now we are imbalanced in elder type. I know there are more ruling elders out there who are feeling the wiggle of the Holy Spirit bubbling up in their bones (or tickling their skin... Spirit moves differently for different folks). If you are or know one of these folks, please 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 October 21, 2023

The Committee on Representation submitted the following document to the Synod of the Mid-Atlantic in June, reflecting the team's ongoing work to pursue diversity in POJ leadership. While numbers are approximate because not every church reports demographic data, this report highlights commitment to diversified leadership within the Presbytery of the James. The Commission on Ministry is currently seeking to strengthen its representative makeup, so pastors are encouraged to consider any ruling elders of color who may be recommended for this team. Contact Tessaschuman@gmail.com for additional details.

PRESBYTERY REPORT TO SYNOD ON REPRESENTATION 2023 Form for Year 2022

Presbytery of the James

- I.
 - a. If you have a COR:
 - o how often does it meet? Quarterly
 - o does it meet with the Presbytery Nominating Committee? Yes
 - o how does it report to Presbytery? The COR shares information with the CON and reports to the Presbytery at each quarterly meeting.
 - b. If you do not have a COR, please state how you handle oversight of appropriate representation?
- II. What is the size of your presbytery? Churches 102 Members 16,172
What percentage of members are minorities? Approximately 6.7%
- III. Of the leadership positions within your presbytery (Leadership includes all Presbytery level committee members) :

How many are filled by women? 51 How many are filled by men? 35
- IV. In the past 5 years, have you had a non-majority Moderator? No
- V. What actions or initiatives has your COR taken to try and improve your record of representation on committees?
The Presbytery of the James has traditionally had an even greater representation of minorities in leadership (19.8%) than in church membership as a whole (6.7%). The COR has investigated barriers to participation from minority congregations, which include transportation, internet accessibility, and connection to the Presbytery. The Presbytery of the James is working to establish leadership relationships with every church in the Presbytery to understand and address these barriers and maximize the effectiveness of minority representation. The COR meets quarterly after each presbytery meeting to pursue these ends.
- VI. What might the Synod COR do to assist your efforts to be more effective in your work?
Understanding and eliminating barriers to minority participation and goals for minority communities may be more helpful in achieving meaningful representation than simply tracking minority leadership positions. Requiring minorities to serve on committees across the board may create an undue burden on these communities.

The committee also approved the following 2024 Balancing of Commissioners document (pp. 6-7) submitted by Temporary Stated Clerk Charles Grant, pursuing equitable leadership by ordained and non-ordained individuals within the POJ.

VI.2022 COMMITTEE ON REPRESENTATION REPORT PRESBYTERY NAME: THE JAMES
 VI.2023 COMMITTEE ON REPRESENTATION REPORT PRESBYTERY NAME: The James

	Committee	Total	Male Clergy	Male Laity	Female Clergy	Female Laity	Asian Amer	African	African Amer.	Hispanic Latino	Native American	Multi-Cultural	Middle Eastern	White	Other Self Ident	Person With Disability	Youth 25/ Under	Young Adult 26-35	Adult 36-64	Senior Adult 65+
1	Presbytery Council & Trustees	10	2	2	3	3			1											
2	Commission on Ministry	17	3	3	8	3	1		3											
3	Presbytery Officers	5	0	1	3	1			2											
4	Nominating Committee/Representation	6	3	0	0	3			1											
5	Commissioners to GA/ SOMA Assembly	9	3	3	1	2	1		2								1			
6	Committee on Preparation	14	4	2	5	3			1											
7	Permanent Judicial Commission	9	3	0	2	4			2											
9	Leadership Connections Team	5	2	0	1	2			1											
10	Mission and Service Team	6	0	2	3	1			1											
	TOTAL	81	20	13	26	22	2		14								1			