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1.0000 Authority of the Commission on Ministry (COM)

1.0100 *Book of Order* Requirement

Each presbytery shall develop and maintain mechanisms and processes to serve as pastor and counselor to the ministers of the Word and Sacrament, commissioned pastors (also known as commissioned ruling elders), and certified Christian educators of the presbytery; to facilitate the relations between the presbytery and its congregations, ministers of the Word and Sacrament, commissioned pastors, and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient (*Book of Order* G-3.0307). **Tasks and Approval Requirements are attached as Appendix O.**

1.0200 Membership and Quorum

1.0201 Membership

The Commission on Ministry (COM) shall consist of equal numbers of ruling elders and teaching elders. The specific composition shall be as follows: a ruling elder and a teaching elder from each nominating region, a moderator and vice moderator, and as many as two ruling elders and two teaching elders serving as members-at-large.

1.0202 Terms of service

Membership shall be for a term of three years and replacement of a member whose term has not expired shall be for the remainder of that term. Members, both regular and co-opted, shall be eligible to serve an aggregate of six years (*POJ Manual of Administrative Operations*, Section 5-A). After the sixth consecutive year, they will be required to take a year off before being eligible to serve again.

1.0203 Quorum

A quorum for a meeting of the COM shall be at least a majority of the current membership of the commission.

1.0300 Powers Granted by Presbytery

1.0301 Examining and receiving into membership ministers of the Word and Sacrament

To examine and receive into membership ministers of the Word and Sacrament seeking admission into the presbytery, including approval of terms of call and commissions for ordination and installation, and to approve temporary pastoral relations.

1.0302 Granting change of status and validating ministries

To grant a change of status for ministers of the Word and Sacrament to the status of honorably retired or member at large, and to validate ministries outside of a congregation.

1.0303 Examining candidates for ordination

To examine candidates for ordination, which is Step One. Once the Commission grants approval, planning for the ordination or installation service may begin. The service,

however, is not permitted until after the approved candidate is presented to the Presbytery at its next stated meeting or at a special meeting. At this meeting, the candidate will be presented for Presbytery's approval of Step Two without examination on the floor. (See [Appendix ___](#) -- "Ordination Examination in the POJ Next Steps")

1.0304 Acting on behalf of Presbytery, in particular matters:

To dissolve the pastoral relationship in cases where the congregation and pastor concur; to grant permission to labor within or outside the bounds of the presbytery (G-3.0306); to dismiss ministers to other presbyteries, with the provision that all such actions be reported to the next stated meeting of the presbytery; and visiting congregations "over which the presbytery has immediate jurisdiction reported to be affected with disorder, and inquiring into and settling the difficulties therein" [G-3.0109b(5)]

1.0305 To appoint moderators of sessions.

1.0306 To appoint co-opted members to the various committees of COM.

[Guidelines for co-opted members are attached as Appendix A.](#)

2.0000 Transitional Relations Committee

2.0100 Purpose of Committee

The Transitional Relations Committee (TRC) is responsible for overseeing the work of all installed pastoral relations between ministers and congregations of the presbytery. It also oversees the work of all temporary pastoral relations (G-2.0504b). These include Covenant Pastor 1, Covenant Pastor 2, Interim Pastor, Parish Associate, Commissioned Pastor, Student Supply, and Pulpit Supply.

Installed Positions

2.0200 Pastor Nominating Committees

Sessions of congregations desiring to begin the search for a pastor or associate pastor must request, in writing, permission to elect a Pastor Nominating Committee (PNC) or an Associate Pastor Nominating Committee (APNC). A request for permission to elect an APNC for a newly created (that is, other than a replacement) associate pastor position must include at least (a) the expected initial primary assignment of the associate pastor, (b) the time frame when the APNC expects to begin its work, and (c) assurance that sufficient funds are currently available or reasonably expected for the associate pastor's terms of call. This request is reviewed by the TRC and a recommendation made to the COM which grants final approval. The COM will fulfill all responsibilities regarding calls for installed and covenant agreement pastoral relations, as mandated in the *Book of Order* G-2.0804.

2.0300 Pastor Nominating Committee Liaisons

A liaison from the COM will be appointed by the TRC to all PNCs and APNCs. This person will serve as a resource to the PNC or APNC, particularly in interpreting the process for calling a pastor or an associate pastor.

2.0400 Training of PNCs

A team from the COM, assigned by the TRC, will meet with any newly elected PNC or APNC to instruct them in the process of calling a pastor or associate pastor.

2.0500 Appointment of Session Moderators

The TRC recommends to COM and COM appoints moderators of sessions in churches not being served by installed pastors.

2.0600 Terms of Call

The TRC will review all terms of call for new installed pastoral positions within the presbytery. If terms of call are found to be in order, the TRC recommends approval to COM.

2.0700 Approval of Ministry Information Forms (MIF) [in reality, the EP reviews and attests the MIF]
After the session of the church enters the MIF online, the TRC will review, approve, and authorize POJ presbyters to attest all Ministry Information Forms before they are circulated.

2.0800 Designated Pastors

The TRC will work with congregations desiring a Designated Pastor. A process to facilitate establishing this position was adopted by COM and is attached as **Appendix B**.

2.0900 Shared Pastoral Leadership

The TRC will work with congregations desiring Shared Pastoral Leadership. COM approved guidelines for shared pastoral leadership between congregations are attached as **Appendix C**.

2.1000 Dissolution of Pastoral Relations

2.1001 Must be approved by COM

Requests for dissolution of any pastoral relationship must be reported to the COM which will refer it to the TRC for review (G-2.09). If deemed to be in order, the TRC will recommend concurrence with the minister and congregation to dissolve the call.

2.1002 Relation of former pastors to congregations

“Guidelines for the Relation of Ministers to Their Former Congregations” are attached as **Appendix D**.

2.1100 Seminary Intern Policy

The COM policy concerning seminary students working in our congregations is attached as **Appendix E**.

2.1200 Sabbatical Leave Guidelines

“Sabbatical Leave Guidelines” are attached as **Appendix Q**.

Temporary Positions

2.1300 Interim Pastor Relationships

~~**2.1301 Members of Presbytery, ordinarily**~~

~~Ordinarily, Interim Pastors will become members of the Presbytery of the James while they are serving churches in the Presbytery.~~

2.1302 Ordainable position

Ordinarily, an Interim Pastor is already ordained but the POJ does permit ordination to this position.

2.1303 Required Training

Interim Pastors are required to have interim or transitional ministry training before assuming an interim position in the POJ.

2.1304 Exception to Required Training

An exception may be made if a candidate has experience or other training which, in the opinion of COM, provides some of the skills needed for a particular congregation and the candidate agrees to complete the “week one” interim or transitional ministry training within the **next six months**.

2.1305 Examination Required

Candidates for interim positions will be examined for suitability by the Examinations Committee, prior to final approval by the COM of interim positions.

2.1400 Covenant Pastor 1 and Covenant Pastor 2

Covenant Pastor 1 and Covenant Pastor 2 positions must be approved by the COM. Ordinarily, the Covenant Pastor 1 position is for up to six months and a Covenant Pastor 2 position is up to twelve months. Both positions are renewable. **The agreement is attached as Appendix ____.**

2.1401 Ordination to Covenant Pastor position

Ordination is permitted and the policy attached as Appendix ____.

2.1402 Examination for suitability

Persons with new covenants will be examined for suitability by the Examinations Committee. The Covenant Pastor will be interviewed for continued suitability every three years by COM.

2.1403 Annual Review

Covenant Pastor agreements are reviewed annually by the TRC and the terms of the agreement are reported annually to the POJ at the June stated meeting.

2.1404 Triennial Review

All Covenant Pastors and sessions will be interviewed by the TRC every three years to determine if the position should be continued as temporary or be established as a called position.

2.1600 Parish Associates

The policy for Parish Associates and it is attached as Appendix ____.

2.1700 Pulpit Supply List

The TRC and POJ staff will maintain a list of ministers, candidates, and commissioned pastors available for pulpit supply in the presbytery. All ministers of the Word and Sacrament who are members of the presbytery are permitted to have their name included on the list. Any minister

who is not a member of the presbytery or any ruling elder who wishes to be placed on this list must meet with the Examinations Committee before a recommendation is made to the TRC and subsequently to the COM.

2.1701 Student Supply Pastors

The TRC will be made aware of any students supplying pulpits/congregations in the presbytery and will provide any necessary oversight. Consent from a candidate's Committee on Preparation for Ministry shall be required prior to being added to the pulpit supply list.

2.1900 Evangelists

COM adopted this policy and it is attached as **Appendix S**

3.0000 Examinations Committee

3.0100 Purpose of the Committee

The purpose of the Examinations Committee is to examine all those who have been called by congregations and other entities of the Presbytery of the James to ministry of the Word and Sacrament. Examinations are to occur prior to their ordination and/or installation into these positions. The decisions of said examinations are to be recommended by the Committee to the COM for action. ****

3.0200 Suitability for Calls and Appointed Positions

Examinations of the candidate for suitability are to be made for all installed, designated, stated supply, interim, honorably retired and validated positions. In all cases, recommendations must be made to COM, which has final approval of installed positions, approves interim positions, appoints stated supply pastors, and welcomes retired ministers. The term "suitability" refers to an appropriate match between the minister's commitments, abilities and skills and the calling congregation's/ other entity's needs. The minister shall be examined on his/her Christian faith and views in theology, sacraments and the governance of the church. (G-3.0306).

3.0201 Required Orientation

COM requires a one-day orientation for all ministers entering the presbytery. The Commission on Ministry will provide this orientation. The Examinations Committee will make each minister entering the presbytery aware of this requirement.

3.0300 Examination Procedures

The *Examinations* Committee examines candidates for suitability for installed and designated positions and for any other position in which the candidate is not already a member of presbytery. The Transitional Relations Committee interviews members of presbytery being considered for interim positions and for the appointed positions of stated supply and temporary pastoral supply. The Administration and Pastoral Care Committee (APC) interviews members of presbytery being considered for validated positions within the presbytery.

3.0301 Examinations of candidates for ordination, ministers who are not members of presbytery, and minister members of presbytery receiving a call to another installed position within the presbytery

The Examinations Committee shall ask each person being examined:

“Are you prepared to uphold faithfully your ordination vows?”

If the candidate declares that he or she is *not* prepared to uphold faithfully his or her ordination vows, the examination ceases and the Committee shall recommend to the COM that the candidate be declared unfit for the call in question. If the minister affirms that he or she is prepared to uphold his or her ordination vows, the interview continues.

Then the Committee shall ask each person continuing to be examined:

“Do you affirm that, in both your faith and your practice, you adhere to the essentials of the Reformed faith as expressed in the Constitution of the PC(USA)?”

If the candidate says, “Yes”, the examination continues.

If the candidate *declares* a departure, the Committee shall explore with the candidate the nature and significance of that departure. In light of the declared departure, the Committee shall recommend to the COM either (a) that the candidate be examined by the whole presbytery in order to determine the fitness of the candidate or (b) that the COM declare the candidate unfit for the call. If the COM declares the candidate unfit, the calling congregation or agency may appeal to the presbytery for the whole presbytery to examine the candidate and to determine his or her fitness.

If during the examination the Committee *discerns* that the candidate may depart from the essentials of Reformed faith or practice, then the Committee shall explore with the candidate the nature and significance of that departure. The Committee shall report the possible departure to the COM, which shall then determine either (a) to conduct its own examination of the candidate to determine if there is indeed a departure or (b) to proceed directly to complete the examination before the whole presbytery. If the COM determines there is a departure with an otherwise acceptable candidate, it shall proceed to complete the examination before the whole presbytery. If the COM determines the candidate unfit, the calling congregation or agency may appeal to the presbytery for the whole presbytery to examine the candidate and to determine his or her fitness.

3.0302 Determining the suitability of candidates for temporary supply, stated supply, and interims who are already members of presbytery

A candidate for a stated supply, temporary supply, or interim position who is already a member of POJ shall be interviewed by PRS for suitability and recommendation to COM.

The PRS shall ask each person being interviewed:

“Are you prepared to uphold faithfully your ordination vows?”

If the minister declares that he or she is *not* prepared to uphold faithfully his or her ordination vows, the interview ceases and the Committee shall recommend to the COM that the minister be declared unfit for the call in question. If the minister affirms that he or she is prepared to uphold his or her ordination vows, the interview continues.

Then the Committee shall ask each minister continuing to be interviewed:

“Do you need to declare that you acknowledge that in your faith or practice you depart from the essentials of the Reformed faith as expressed in the Constitution of the Presbyterian Church (U.S.A.)?”

If the minister says, “No”, the interview continues.

If the minister *declares* a departure, the interview ceases and the matter is referred to the Examinations Committee. The Examinations Committee shall explore with the minister the nature and significance of that departure. In light of the declared departure, then the Examinations Committee shall recommend to the COM either (a) that the minister be examined by the whole presbytery in order to determine the fitness of the minister for the position or (b) that the COM declare the minister unfit for the position. If the COM declares the minister unfit for a temporary supply or interim position, the session of the congregation may appeal to the presbytery for the whole presbytery to examine the minister and to determine his or her fitness for that position.

If during the interview the PRS *discerns* that the minister may depart from the essentials of Reformed faith or practice, the interview ceases and the matter is referred to the Examinations Committee. The Examinations Committee shall explore with the minister the nature and significance of that departure. The Examinations Committee shall report the possible departure to the COM, which shall then determine either (a) to conduct its own examination of the minister to determine if there is indeed a departure or (b) to proceed directly to complete the examination before the whole presbytery. If the COM determines there is a departure with an otherwise acceptable minister, it shall proceed to complete the examination before the whole presbytery. The COM may declare the minister unfit for the position. In the case of a temporary supply or interim position, the session of the congregation may appeal to the presbytery for the whole presbytery to examine the minister and to determine his or her fitness for the position.

3.0303 Determining the suitability of candidates for validated positions who are already members of presbytery

A candidate for a validated position who is already a member of POJ shall be interviewed by the Administration and Pastoral Care Committee (APCS) for suitability. The Committee shall ask each person being interviewed:

“Are you prepared to uphold faithfully your ordination vows?”

If the minister declares that he or she is *not* prepared to uphold faithfully his or her ordination vows, the interview ceases and the APCS shall recommend to the COM that the minister be declared unfit for the validated position in question. If the minister affirms that he or she is prepared to uphold his or her ordination vows, the interview continues. Then the Committee shall ask each candidate continuing to be interviewed for a validated position:

“Do you need to declare that you acknowledge that in your faith or practice you depart from the essentials of the Reformed faith as expressed in the Constitution of the Presbyterian Church (U.S.A.)?”

If the minister says, “No”, the interview continues.

If the candidate *declares* a departure, the interview ceases and the matter is referred to the Examinations Committee. The Examinations Committee shall explore with the candidate the nature and significance of that departure. In light of the declared departure, the Committee shall then recommend to the COM either (a) that the candidate be examined by the whole presbytery in order to determine his or her fitness for the position or

(b) that the COM declare the candidate unfit for the position. In the event of (b), the validating agency may appeal to the presbytery for the whole presbytery to examine the minister and to determine his or her fitness for the validated position.

If during the interview the Committee *discerns* that the candidate may depart from the essentials of Reformed faith or practice, the interview ceases and the matter is referred to the Examinations Committee. The Examinations Committee shall explore with the candidate the nature and significance of that departure. The Examinations Committee shall report the possible departure to the COM, which shall then determine either (a) to conduct its own examination of the candidate to determine if there is indeed a departure or (b) to proceed directly to complete the examination before the whole presbytery. If the COM determines there is a departure with an otherwise acceptable candidate, it shall proceed to complete the examination before the whole presbytery. The COM may declare the candidate unfit for the position. If the candidate is declared unfit, the validating agency may appeal to the presbytery for the whole presbytery to examine the candidate and to determine his or her fitness for the position.

3.0304 Examination

The Examinations Committee of COM will conduct an examination of all ministers (PCUSA) who wish to transfer into the presbytery on “his or her Christian faith and views in theology, the sacraments, and the government of this church” (G-11.0402). This procedure is attached as **Appendix F**.

3.0400 Ministers Transferring from Other Denominations

In conformance with the Book of Order, G-11.0404, the Commission on Ministry adopted a process for facilitating the orderly transfer of ministers to the Presbytery of the James from other denominations. This document is attached as **Appendix G**.

3.0401 Full Communion Policy

For pastors serving in congregations of The Presbytery of the James, who are members of denominations with whom we are in full communion. This document is attached as **Appendix U**.

COM Meeting, August 11, 2005, page 2

3.0500 Candidates for Ordination

The Examinations Committee shall request the CPM file for each candidate being examined for ordination. It is the responsibility of the candidate to insure the timely delivery of the file. If the file is not available at the time of the scheduled examination, the Examinations Committee shall note the lack of the file and may either proceed with the examination or request the candidate appear at a later time after the file is available. The Presbytery authorizes the Commission on Ministry to examine Candidates for ordination. This examination will be conducted by the Examinations Committee and its recommendations shall be sent to the COM for consideration.

3.0600 Examination Process at Presbytery Meetings

COM approves a procedure for examining candidates for ordination on the floor of presbytery. This procedure is attached as **Appendix H**.

COM Meeting, November 12, 1998, page 1

3.0700 Ordination and Installation Commissions

3.0701 Will Review Commissions

The Examinations Committee will review all commissions for installation and/or ordination and make appropriate recommendation to COM.

POJ Stated Meeting #31, February 22, 1997, Page 11

3.0702 Guidelines Approved

COM approved "Ordination and Installation Commission Guidelines" and they are attached as **Appendix I.**
COM Meeting, November 13, 2003, page 2

3.0703 COM Vice-Moderator to Coordinate Commission Membership

Vice-Moderator of COM shall work with pastors in establishing Ordination and Installation Commissions
COM Meeting, June 10, 2004, page 1

4.0000 Church and Pastor Relations Committee

4.0100 Purpose of Committee

The Church and Pastor Relations Committee (CPR) of COM has the responsibility to work with churches and pastors who are in some degree of conflict. This informal involvement is for the purpose of assisting in the resolution of such conflict. In cases where the degree of conflict may involve the appointment of an Administrative Commission, the sub-committee may recommend this action as provided in Section 5.0200 below.

4.0200 Distressed Church Situations

When presbytery is advised of a distressed situation within a church, a team will be dispatched by the Commission on Ministry (COM) to develop an objective picture of the situation. Ideally, the team could be composed of

A professional counselor to interview all staff, the Session, the leadership of all organizations, and the principles in dispute.

A CPA to analyze all of the financial dimensions of the church, including the level of financial sophistication of the decision makers.

A lawyer knowledgeable in the legal aspects of the not-for-profits and well-versed in the Book of Order. All legal paper should be reviewed, Session minutes examined, and the trustees debriefed.

In addition, the team should weigh carefully the ability of the pastor and the Session to manage the church. The team report and recommendations are to be presented to the COM for consideration and action.

POJ Stated Meeting #35, February 28, 1998

4.0201 Listening Teams for Conflicted Churches

COM approved a procedure for Listening Teams for Conflicted Churches. This document is attached as **Appendix W.**

COM Meeting December 8, 2005

4.0300 Ethical and Moral Commitments

4.0301 Expectations for Faithfulness in Ministry

The "Expectations for Faithfulness in Ministry" paper for Ministers of Word and Sacrament and Certified Christian Educators serving within the bounds of the presbytery was approved. This document is attached as **Appendix J**.

POJ Stated Meeting #19, February 26, 1994, Pages 18-19

4.0302 Pastoral Care Response Team Procedures

COM approved a procedure for responding to sexual misconduct.

COM Meeting, October 11, 2001, page 2

5.0000 Administration and Pastoral Care Committee

5.0100 Purpose of the Committee

The purpose of the Administration and Pastoral Care Committee (APCS) of COM is to review and make recommendations concerning various administrative functions (i.e., the triennial visits of sessions, review of annual changes in terms of call, reports from validated ministries, changes in minimum compensation, and Board of Pension matters). It is also responsible for providing pastoral care for all active and retired ministers, educators, and their families, within the Presbytery of the James.

5.0200 Triennial Session Visits

In accordance with the Book of Order, G-11.0502, the APCS will establish a procedure for visits with each session of the presbytery at least once every three years, discussing with them the mission and ministry of the particular church and encouraging the full participation of each session and congregation in the life and work of presbytery and of the larger church. (W-1.4002)

5.0300 Retirement of Ministers

5.0301 Review of requests for retirement

Requests from ministers to be granted the status of Honorably Retired will be reviewed by the APCS and a recommendation made to COM and then to the presbytery.

5.0302 Retiring Minister Recognition

The APCS will develop a protocol for recognizing and honoring each retiring minister requesting such recognition at a meeting of the presbytery.

5.0303 Excused Absences from Presbytery Meetings

Presbytery will grant excused absences for all minister members who are Honorably Retired.

POJ Stated Meeting #15, February 27, 1993, Page 5

5.0400 Memorials

5.0500 Changes in Terms of Call

The APCS will review all changes in Terms of Call for ministers in the presbytery and will recommend appropriate action to COM for final action by the presbytery.

5.0600 Annual Reports of Ministers

The APCS will secure and review annual reports of validated ministries, members at large, and any other reports required from ministers.

5.0601 Annual Reports and Terms of Call

Requests for Annual Reports and changes in Terms of Call will be distributed in

December of the preceding year, with a deadline of February 15, for submission to the APCS for review.

COM Meeting, January 14, 1999, Page 2

5.0700 Minimum Compensation Package

5.0701 Annual Revision

The Minimum Compensation Criteria will be reviewed annually by the APCS which will recommend action for revision to COM for final action by the presbytery.

5.0702 Required minimum salary

All pastoral positions (with the exception of Temporary Supply and Student Intern) are required to meet presbytery minimum compensation criteria requirements. Part-time pastoral positions will be the appropriate percentage of the minimum compensation criteria requirement.

POJ Stated Meeting #40, May 25, 1999, Page 11

5.0703 Minimum Compensation Criteria

The current year's Minimum Compensation Criteria is attached as **Appendix L**

5.0800 Board of Pensions

5.0801 Liaison to Board of Pensions

The APCS will inform COM of information from the Board of Pensions.

5.0802 Delinquency Dues

The APCS will determine the accuracy of information submitted by the Board of Pensions and see that delinquencies are satisfied.

5.0803 Vacancy Dues

Vacancy dues are used to offset Medicare Supplement costs for retirees. Vacancy dues are calculated at 12% of the total effective annual salary of the last minister who occupied the position that has become vacant.

Vacancy dues are for a maximum period of 12 months.

5.0900 Validated Ministries

The APCS provides oversight to all ministers engaged in validated ministries. Presbytery approved a Validated Ministry Policy which is attached as **Appendix N**.

POJ Stated Meeting #41, August 24, 1999, Page 11

5.1000 Ministers Laboring Within the Bounds of the Presbytery

The APCS reviews all requests from minister members of other presbyteries who wish to labor in the bounds of The Presbytery of the James, and makes recommendation to COM.

5.1100 Ministers Laboring Outside the Bounds of the Presbytery

The APCS reviews all requests from minister members of POJ who wish to labor outside the bounds of The Presbytery of the James and makes recommendation to COM.

5.1200 Inactive Ministers

The APCS recommends to COM, for approval by the presbytery, inactive status for any minister who has previously been admitted to the presbytery as an active member, but then voluntarily engages in an occupation that does not comply with all of the criteria in G-11.0403. This recommendation may come at the minister's request or at the Committee's initiative, after notifying the minister in person or by certified mail at the last known address (G-11.0406).

5.1300 Pastor Emeritus, Emerita

The APCS will consult with representatives of any congregation that is “...moved by affection and gratitude to continue an association in an honorary relationship...” with a pastor or associate pastor who retires. The Committee will provide counsel as to the wisdom of this action, and if the COM concurs that the way be clear, and the congregation votes approval, COM will without further consideration recommend to the presbytery that the minister be granted Pastor Emeritus or Pastor Emerita status (G-14.0620).

COM Meeting, June 14, 2001, page 2

5.1400 Study Leave

The Presbytery approved a policy for annual study leave for ministers and certified Christian educators. This policy is attached as **Appendix P**.

POJ Stated Meeting #43, February 26, 2000, page 12

5.1500 Members-at-Large

The APCS recommends to COM, for approval by the presbytery, the status of “member-at-large” for any minister previously admitted to the presbytery as an active member, who, without intentional abandonment of the exercise of ministry, is no longer engaged in a ministry that complies with all the criteria in G-11.0403. This policy is attached as **Appendix M-1**.

POJ Stated Meeting #67, October 9, 2007, Appendix XVI

5.1600 Minister Member Policy

The Commission on Ministry adopted a policy defining minister members within our presbytery. This document is attached as **Appendix M**.

COM Meeting, January 13, 2000, page 2

5.1700 Honoraria

5.1701 Supply Preaching Guidelines

COM encourages churches to pay a minimum of \$150 to lead worship, plus \$50 for each additional service plus expenses and mileage for supply preaching.

Announced at Presbytery Stated Meeting #64, October 10, 2006, page 6

5.1702 Moderating Session Guidelines

COM encourages churches to pay a minimum of \$50 to moderate Session meetings plus expenses and mileage; \$50 to moderate Congregational Meetings plus expenses and mileage for moderating session meetings.

Announced at Presbytery Stated Meeting #64, October 10, 2006, page 6

5.1800 Educational Indebtedness for first call pastors

The following policy was adopted by COM: (1) match the Board of Pensions dollar for dollar; (2) use the same guidelines as the Board of Pensions; (3) allow no more than two Presbytery of the James persons to enter the program per year based on need; (4) use dollars from the general funds of Presbytery of the James.

COM Meeting, June 14, 2001, page 1

5.1900 Pastoral Care Fund

The Pastoral Care Fund Policy was adopted by the presbytery and is attached as **Appendix K**. POJ Stated Meeting #37, August 25, 1998, Page 12 (Revised, May 13, 1999)

5.2000 Mentoring Program for First Call Pastors

COM adopted this policy and it is attached as **Appendix R**

COM Meeting, September 12, 2002, page 3

5.2100 Parental Leave Recommendations for Terms of Call in the Presbytery of the James

COM adopted this policy and it is attached as **Appendix V**

POJ Stated Meeting #62, March 18, 2006, Page10
