

**MINUTES**  
**of the**  
**PRESBYTERY OF WEST VIRGINIA**  
**Presbyterian Church (U.S.A.) -- Synod of the Trinity**



**STATED MEETING**  
**DAVIS AND ELKINS COLLEGE**  
**Elkins, West Virginia**  
**June 11, 2015**



PRESBYTERY OF WEST VIRGINIA  
Presbyterian Church (U.S.A.)  
Synod of the Trinity

Davis & Elkins College  
Elkins, West Virginia  
June 11, 2015

ONE HUNDRED TWENTY EIGHTH STATED MEETING

CALL TO ORDER

The meeting was called to order at 10 a.m. by Moderator Randy Fife.

GREETINGS

Tina Vial, Director of Church Relations, introduced Dr. Michael P. Mihalyo Jr., President of Davis & Elkins College who brought greetings from the College.

INTRODUCTIONS, ETC.

Stated Clerk Wright introduced, welcomed new Teaching Elder Monica Styron, Interim at First Presbyterian Church, Morgantown, and invited her to sign the Book of Obligations. Monica reflected on the presence of the Spirit throughout her West Virginia call experience. Blessings were offered to her and the Church.

Ruling Elders attending Presbytery for the first time were recognized. There were no visiting Teaching Elders. Ruling Elders attending for the first time were introduced.

QUORUM

Stated Clerk Wright stated there was a quorum present of 39 teaching elders and 36 commissioners from churches. (Attendance record in Appendix A, pages 62-68.)

ELECTION OF RECORDING CLERK

The Stated Clerk moved that George Lilley Jr. be elected as Recording Clerk Pro-Tem. There were no other nominations. The motion was seconded and duly **adopted** by the body.

DOCKET

Stated Clerk Wright presented the docket and moved its adoption. After receiving a second, Presbytery **adopted** the docket. (Appendix B, pages 69-70.)

CONSENT AGENDA

Stated Clerk Wright presented the Consent Agenda and moved its adoption. After receiving a second, it was **adopted**.

1. From the Stated Clerk
  - a. That the requests for Excused Absences be approved (page 49).
2. From the Ministry Committee
  - a. Approval of Interim Ministry Covenant (page 56).
  - b. Approval of the Commissioned Ruling Elder Covenants (page 56).
  - c. Approval of the Renewal of a Commissioned Ruling Elder Covenant (page 56).
  - d. Approval of Moderators (page 56).
  - e. Approval of Request for Honorable Retirement (page 56).
  - f. Approval of the Pastor Compensation Reports (pages 57, 106-113).
3. From the Mission Committee
  - a. The offering of the June 11, 2015 presbytery meeting go to Presbyterian Disaster Assistance to Texas flood relief (page 59).

## APPOINTMENTS

Moderator Fife appointed as Temporary Clerks:

Donnie Corbin, Ruling Elder, Davis Memorial Presbyterian, Elkins  
 Doug Jenkins, Teaching Elder, Teays Valley Presbyterian, Scott Depot  
 Amy Parker, Teaching Elder, Village Chapel Presbyterian, Charleston  
 Karen Robinson, Ruling Elder, Bream Memorial Presbyterian, Charleston

He appointed the Leadership Team members present as the Committee on Bills and Overtures.

## ANNOUNCEMENTS

The Moderator recognized Nellie Howard, Director of the Resource Center, who provided information on new resources available in the Resource Center.

## 1001 WORSHIPING COMMUNITIES

Vera White, Staff Member of the 1001 Worshiping Communities for the PC(USA), informed the Presbytery about the denomination's exciting initiative.

## WORSHIP

Morning worship and celebration of the Lord's Supper was led by Rev. Kevin Starcher, Elise Cardot, AJ Balsrud, Ashlen Wilson and Donna Baroudi Huffman, pianist. The service modeled a worship service at D&E College's 1001 Worshiping Community.

## PRAYER AND HYMN

Following lunch, Moderator Fife reconvened Presbytery with a prayer.

Moderator Fife announced that \$1,010.00 was collected in the morning offering.

## STATED CLERK

Stated Clerk Wright presented the Stated Clerk's report.

### **Correspondence** (received 2/18/15 through 5/28/15)

1. 2/25/15 A letter from David Douglas who worked with the West Virginia Mountain Project in the early 1970s including a copy of his book Letters of Faith with thanks for the people and Presbyterian churches along the Coal River in Raleigh and Boone counties.

ACTION: Letters of Faith given to Resource Center Director, Nellie Howard for placement in the Resource Center.

2. 4/6/15 A letter from Wayne Yost, Synod of the Trinity Stated Clerk, and Chantal D. Atnip, Synod of the Trinity Treasurer, sharing acceptance by the Synod of the Presbytery of West Virginia's revised Per Capita apportionment for the year 2015.

ACTION: Referred to Rockland Poole, Treasurer, and the Stewardship Committee.

3. 5/12/15 A letter from James E. Sothen, Clerk of Session of the South Park Presbyterian Church, with a contribution to the Presbyterian Church (USA) Disaster Assistance fund for the work in Nepal following the recent earthquake.

ACTION: Referred to Rockland Poole, Treasurer, to be forwarded to the Presbyterian Disaster Assistance fund.

### **RECOMMENDATIONS:**

1. (CA) That the requests for Excused Absences be approved.

### **INFORMATION:**

1. The minutes of the February 28, 2015 Presbytery meeting have been approved in accordance with the Manual of Presbytery.
2. The Presbytery of West Virginia records for 2014 were reviewed by the Synod of the Trinity on May 6, 2015. They were approved without exception or delinquency.
3. The results of the 2014 Presbytery Session Records Review and Statistical Reporting are attached to this report. (Appendix C, pages 71-72.) Churches not in compliance with G-3.0108a will be shared with the Ministry Committee.
4. The Session Records for First Presbyterian Church, Charleston, for 2011 were reviewed and approved with exception. The Session Records for First Presbyterian Church, Parkersburg, for 2013 were reviewed and were approved without exception.
5. The Presbytery Summary Statistical Report for 2014 is attached. (Appendix D, pages 73-74.)
6. The roster of members of the permanent judicial commission whose terms have expired within the past six years follows (D-5.0206).

Class of 2013: John Bolt, K. Paul Davis, Pat Schumann  
Class of 2011: Neil Bays, Robin Debnam, Carolyn Mankins  
Class of 2009: Frank Jolliffe, Mary Wagner, Richard Wilson

## PROCEDURAL MATTERS

Stated Clerk Wright presented Procedural Matters and moved the adoption of Item C3, limiting debate to 30 minutes per main motion, with each individual limited to 3 minutes per speech. After receiving a second, Presbytery **adopted** the motion. After receiving a second, Presbytery **adopted** the motion by a two-thirds vote. (Appendix E, page 75.)

## LEADERSHIP TEAM

Moderator Fife recognized Joan Stewart, Chair, who reported for the Leadership team.

### Items for the Presbytery's ACTION:

1. The first reading of a proposed Manual revision

That Presbytery approve the revised Manual of administrative operations for the Presbytery of West Virginia which follows this report. (Appendix F, pages 76-87.)

#### Rationale:

- G-3.0106 stated, "Each council shall develop a manual of administrative operations that will specify the form and guide the work of mission in that council."
  - In November 2013 a revised manual was approved by presbytery that reflected the changes in the ministry and mission of the Presbytery of West Virginia based on the Jeremiah 29:11 Mission Study and the new Form of Government of the PC (USA).
  - The proposed changes reflect a refinement of the 2013 manual.
  - The second reading and vote on the proposed manual revision will occur at the August 29, 2015 meeting of presbytery.
2. That Presbytery approve the revised covenant with the Friends of Bluestone which is attached. (Appendix G, pages 88-89.) The covenant with the Friends of Bluestone was **approved**.

### Items for the Presbytery's INFORMATION:

- A. At its March meeting the team engaged in conversation with Teaching Elder Dana Sutton who is a member of Synod of the Trinity's Mid Council II Response Advisory Group. Rev. Sutton led the group in a time of discussion regarding the ways in which the synod has partnered with the presbytery in the recent past and thoughts about the future of the Synod.

- B. The Leadership Team voted unanimously to invite Vera White of the 1001 Worshipping Communities staff from the Presbyterian Church (U.S.A.) to provide the educational focus at the June 11 Presbytery Meeting.
- C. The Leadership Team approved the request from the Institute for Leaders in Ministry to approve communion for its upcoming April meeting.
- D. At its May meeting, the team spent time in conversation with Stewardship Committee Chair, David Lee and Financial Administrator/Treasurer, Rocky Poole regarding the challenge of visioning and planning for the long term financial health of presbytery. As a result, the Leadership Team asked several committee chairs to reflect on their committee's specific challenges and long term needs. The team will continue this discussion at its next meeting.
- E. The Leadership Team approved the sharing with Kelly Clark of the Presbyterian Mission Agency office of Racial Ethnic and Women's Ministries, our directory for the sole purpose of their identifying women leaders to participate in a planned survey.
- F. The team asked Joan Stewart and Randy Fife to appoint an Overture Review sub-committee to review the overture sent by the St. Andrew's Presbyterian Church and make recommendation to the Leadership Team at the team's next meeting. In addition, this Overture Committee will review any additional overtures received and all overtures seeking concurrence for the 222<sup>nd</sup> General Assembly.
- G. The Leadership Team received the report of the Bluestone Task Force regarding clarity of communication and accountability. The report will be shared with the Bluestone Committee; the committee will be asked for a report of their progress on implementation for the next meeting of the team.
- H. Team member and Chair of the General Pastor Nominating Committee, George Lilley, updated the team on the work of the committee. The GPNC plans to recommend a candidate to presbytery at its December 3, 2015 Stated Meeting.
- I. The Leadership Team asked the Stated Clerk to coordinate with the Nominating Committee regarding applications for commissioners to the 222<sup>nd</sup> General Assembly.
- J. A small Task Force (members: George Lilley, Robin Ray and Peter Vial) was formed to determine the locations of the 2016 Stated Meetings of presbytery. The Task Force will report to the next meeting of the Leadership Team.
- K. The team approved the theme of prayer and spirituality for the August Stated Meeting of presbytery.

REPORT OF THE ADMINISTRATIVE COMMISSION TO DISSOLVE  
MOUNT PLEASANT PRESBYTERIAN CHURCH

Moderator Fife recognized Dexter Taylor who moved the following:

Items for Presbytery's Action:

1. That the Mount Pleasant Presbyterian Church in the community of Sinks Grove, Monroe County, West Virginia be dissolved effective June 30, 2015, contingent however upon satisfaction of all annual assessments and reports due Presbytery and all legal instruments executed and delivered.
2. That all congregational members be contacted and informed that the Stated Clerk has authority and is prepared to assist them in a transfer of membership if they so desire.
3. That upon payment of the sum of \$50,000, the Presbytery of West Virginia remises and releases unto the trustees of the organized congregation now worshipping in the sanctuary all its rights, title and interests in those certain parcels of real estate and improvements therein situate in the community of Sinks Grove, Second Creek District, Monroe County, West Virginia, on the west side of the Sinks Grove-Fort Spring Road, consisting of a cemetery lot, church lot, and the "Grange" lot and containing approximately 4 acres.
4. That the Presbytery of West Virginia release unto the local congregation trustees all its rights, title and interests in and to the personal property of Mount Pleasant Presbyterian Church including bank deposits and cash assets.
5. That the trustees of the Presbytery of West Virginia be authorized to execute and deliver unto the current church trustees any deeds and instruments necessary to implement the previously stated Recommendation Number 3.
6. That the life and ministry of Mount Pleasant Presbyterian Church be celebrated during the June 11 meeting of Presbytery.
7. That the net proceeds received by Presbytery be invested in a Small Church Fund for the benefit of the churches within the Presbytery or its successors for the promotion of the well-being of small churches (100 members or less). The Stewardship Committee and Treasurer shall invest the principal, allocating its income to the Fund, unless this limitation is amended by two-thirds vote of the presbytery in a stated meeting.
8. That Presbytery expresses its thanks to Jay Goldman of Goldman Associates, Inc. for his research and opinion in recommending a market price for the Mount Pleasant Church properties.



9. That the Administrative Commission be dismissed with thanks.

#### RATIONALE AND BACKGROUND

Upon the recommendation of the Ministry Committee on November 16, 2013, at its stated meeting at Second Presbyterian Church, Huntington, the Presbytery of West Virginia approved the dissolution of the Mount Pleasant Presbyterian Church and authorized the Moderator to appoint an administrative commission empowered, pursuant to the Presbytery's policy, to assist the Session to wind up the affairs of the church, transfer members and plan worship, receive and deposit with the Stated Clerk for forwarding to the Presbyterian Historical Society Session records, grant letters of dismissal to members of the church, and take possession of real and personal property and make recommendations for disposition thereof.

The Moderator on December 3, 2013 named the members of the

commission: James Rowe, Elder, Old Stone Church  
Edna Burwell, Elder, Mount Pleasant Church  
Janice Johnson, Pastor, Clifton Church  
Barbara Romfo, Pastor, Hinton Church  
Dexter Taylor, Pastor, Old Stone Church  
Clifford Gillilan, Elder, Frankford Church  
Allyson Dotson, Elder, Ronceverte Church

Due to Ms. Burwell's illness the commission delayed its organizational meeting until January 20, 2014. This initial meeting was held at Old Stone Church with Stated Clerk Maureen Wright, discussed the most recent history between this congregation and Presbytery, and determined the need to obtain an appraisal of the property. The commission then met with the Mt. Pleasant session and explored possible alternatives to the dissolution of the relationship between PCUSA and the Mt. Pleasant congregation. For further talks on other avenues, Dexter Taylor and James Rowe were delegated to meet with Session member Carolyn Bland and James Hylton who had been leading worship services there for an extended time.

On Tuesday April 1, 2014, James Rowe and Dexter Taylor met with Mr. Hylton and Ms. Bland and explored various possibilities. The following Sunday, April 6, the commission reconvened at Mt. Pleasant Church, met with the church Session and was advised the congregation had met that morning and voted unanimously to leave the PCUSA.

Thereupon the commission along with Trustees Chairman John Nesius undertook a search for a qualified appraiser and secured the services of Charleston-based Jay Goldman of Goldman Associates, Inc. Mr. Goldman undertook a thorough study of the current and likely future uses of the property and submitted his opinion letter to Chairman Nesius on January 26, 2015. He placed the likely market price if sold to another congregation located within a reasonable driving distance, at \$50,000.

The commission met again at Old Stone Church on April 12, 2015 and voted to make the foregoing recommendation to the Presbytery at its next stated meeting contingent upon the congregation of Mt. Pleasant accepting the offering price.

The Trustees of Mt. Pleasant church on May 6, 2015 accepted the offer on behalf of the congregation which voted unanimously on May 3, 2015 to approve the purchase of the real estate, with the understanding the price included all personal property.

The Presbytery **adopted** Action Items 1 – 9. A Celebration of the life and work of the Mt. Pleasant Church was led by Moderator Fife.

Rev. Taylor moved that his remarks be made a part of the Minutes' Appendix. Motion adopted. (Appendix H, page 90.)

### REPORT OF THE TRUSTEES

Moderator Fife recognized Steve Hopta, Chair of the Trustees who moved the following:

#### Items for the Presbytery's ACTION:

1. That Presbytery authorize the Trustees to sell the real estate at Mount Pleasant Presbyterian Church to the Trustees of that congregation, after its dissolution, for \$50,000.00. The Presbytery **adopted** the motion.

#### Items for the Presbytery's INFORMATION:

- A. On April 12, 2015, the Chairman of the Trustees met with the Administrative Commission appointed to dissolve the relationship between the Presbyterian Church (USA) and the Mount Pleasant Presbyterian Church in order to discuss that congregation's property (held in trust for the Presbyterian Church (USA)). The Commission recommended that the real estate be sold to the congregation's Trustees after the dissolution for \$50,000.00 and that the personal property, including financial assets, be retained by the congregation's Trustees without additional consideration. On April 24, 2015, the Presbytery's Trustees met and concurred with the recommendation of the Commission.

### NURTURE COMMITTEE

The Moderator recognized Susan Sharp-Campbell on behalf of the Nurture Committee

#### Items for the Presbytery's INFORMATION:

1. John Bell will be in Charleston for a two-day event on June 19-20 at First Presbyterian Church, Charleston. Register today with Susan Sharp Campbell and receive the pre-registration rate of \$50 for the two days.

2. Don't miss Playology to be held on August 15 at Bream Presbyterian Church in Charleston, WV. See the flyer for more information.
3. The Nurture Committee met on May 27, 2015.
  - Planning continues for a one-day event for upper elementary students on October 18.
  - John Vest from Union Presbyterian Seminary will offer a workshop on October 3. Location to be determined.
  - Kimberly Bracken Long from Columbia Theological Seminary will be the retreat leader for the Educator, Clergy, CRE Retreat on Feb. 22-23, 2016.
  - Committee reviewed applications for Youth Council members.
  - Committee reviewed applications for grants and loans. Six young people were approved for \$1000 loans from the Riner Fund plus grants from between \$100 to \$500.
  - The Committee voted to spend \$200 for the Presbytery to become a member organization of the Association of Presbyterian Church Educators (APCE).

Please make note of the following events that have already been scheduled

June 19 - 20, 2015 – John Bell  
July 19-25, 2015 – Montreat Youth Conference  
August 15, 2015 – Playology  
October 3, 2015 – John Vest  
October 18, 2015 – Upper Elementary Event  
November 13-15, 2015 - Older Youth Retreat  
Feb. 22-23, 2016 Educator, Clergy, CRE Retreat  
April 2, 2016 Festival of Faith

Members of the Youth Council from June 2015 through July 2016 are Anna Ahern, Paul Brady, Kiera Daugherty, Madalyn DiGiulian, Katelin Evans, John Lehman, Megan Percy, Peyton Sims, Clay Shriver, Brendan Stump and adults Nelle Combs, Joanne Glaser, Tiffany Hoke, Kathryn Maddy, and Debbie Taylor

#### STEWARDSHIP COMMITTEE

The Moderator recognized Dave Lee, Chair of the Stewardship Committee who shared that 93% of Presbytery expenses relate to personnel services. Stewardship is concerned, met with the Leadership Team and was encouraged to explore use of Presbytery reserves and restricted funds, not now so used, to further the strong relational mission of the Presbytery.

Treasurer, Rocky Poole, reviewed the Presbytery's Financial Reports. (Appendix I, pages 91-105.)

#### “GOOD NEWS FROM THE PEWS”

Moderator Fife led the Presbytery in a sharing of good things happening in the local churches.

## MINISTRY COMMITTEE

The Moderator recognized Cinda Harkless who reported for the Ministry Committee.

### RECOMMENDATIONS:

1. (CA) That the Interim Pastor covenant between **Monica Styron** and the **First Presbyterian Church, Morgantown**, be approved. Terms: salary: \$\$45,000; housing allowance: \$20,000; SECA: \$5,589; professional allowance (travel, continuing education, etc.): \$4,500; Board of Pensions/Medical: \$23,625; medical reimbursement: \$2,500; vacation 5 weeks (including Sundays); continuing education 2 weeks (including Sundays); upon completion of the covenant, a three month severance based on the above salary and housing.
2. (CA) Approval of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Jim Irwin** and the **First Presbyterian Church, Hinton**, June 1, 2015 to December 31, 2015. Terms: 20 hours per week; salary: \$400 per week; social security withheld; auto reimbursement at the IRS rate up to \$200 per month; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); reimbursement for books and materials as needed. Responsibilities: worship, worship preparation, prayer meeting, visitation, pastoral and congregational support. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of presbytery (counted as an elder commissioner for purposes of parity.) Mr. Irwin will be commissioned at this meeting of the Presbytery.
3. (CA) Renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Barbara Hopta** and the **First Presbyterian Church, Charleston**, through December 31, 2015. Terms: 5 to 10 hours per week as a volunteer. Responsibilities: provide support and assistance to educational program as requested by Interim Director of Christian Education; provide support and assistance to clergy as requested. Administer the Lord's Supper; administer the Sacrament of Baptism; officiate at marriages where permitted by state law. Mentor: Patterson Lyles.
4. (CA) Approval of the covenant as **Commissioned Ruling Elder** between **Jim Musgrave** and the Presbytery of West Virginia, as Moderator of the **Gilbert** and **Williamson** Churches. Terms: 10 hours per month as a volunteer. Mr. Musgrave will be commissioned at this meeting of the Presbytery. Mentor: Cinda Harkless.
5. (CA) Approval of John Holland as Moderator for the Ripley and Ravenswood Churches.
6. (CA) Approval of John Arbuckle, Jr. as Moderator for the Anderson and First Welch Churches.
7. (CA) Approval of Charla Waters Koerner as Moderator for the Sugar Grove Church.
8. (CA) Approval of David Shafer as Moderator of the Thomas Church.

9. **(CA)** Approval the Request for Honorable Retirement for W.D. Hasty.
10. **(CA)** Approval of the Pastor Compensation Report (attached). (Appendix J, pages 106-113.)
11. Ministry moved adoption of the proposed **Policy On Those Serving as Interim Pastor Becoming the Next Installed Pastor of a Congregation** (Appendix K, pages 114-117).

The Presbytery **approved** the policy following discussion.

12. Ministry moved adoption of a proposed **Leave Policy**.

A motion was made to amend the policy to state, “unused sick leave can be accrued up to 30 days”. After receiving a second, the amendment passed. After debate a motion was made to refer the policy back to the committee for further work and clarification. After receiving a second, the motion passed.

13. Ministry moved that Presbytery appoint an administrative commission for the purpose of dissolving the **Mingo Presbyterian Church**, Mingo at their request. This commission is empowered pursuant to Presbytery policy, to do the following:
  - i. Assist the Session to wind up the affairs of the church, transfer members and plan worship;
  - ii. Receive Session records, retain records to wind up the affairs and deposit the records with the Stated Clerk, who will forward them to the Presbyterian Historical Society;
  - iii. Grant letters of dismissal to members of the church within one year of the effective date of dissolution;
  - iv. With the aid of the Trustees, take possession of all real and personal property, financial records, inventories of equipment or other property and arrange for transfer of title to the Presbytery of all accounts and property.
  - v. Consult with the Session regarding requests of the congregation with regard to the disposition of the property and arrange for the disposition of the property or arrange for its retention and storage;
  - vi. Assert claim of the Presbytery to any property of the church not known at this time or property which may come to the church as the beneficiary of a will or trust.

This church shall be dissolved effective the date on which this commission reports the completion of its work to the Stated Clerk.

Presbytery **adopted** the motion.

The Moderator led the Presbytery in **commissioning** as Commissioned Ruling Elders Jim Irwin to serve First Presbyterian, Hinton and Jim Musgrave to serve First Presbyterian Church, Williamson and Gilbert Presbyterian Church.

## INFORMATION:

1. Dismiss with thanks the **Commission to Dissolve the Brush Creek Church**. Following a period of discernment, this congregation has been led to continue its witness as a community of faith.
2. Examined for match Monica Styron to serve as Interim Pastor for the First Presbyterian Church, Morgantown and for membership in the Presbytery.
3. Approved the request from Claire Butler for Validated Ministry, June 1, 2015 to December 31, 2015. Ms. Butler is a Teaching Elder member of the Presbytery currently employed by the American Heart Association and engaged in a ministry of health and wholeness.
4. Added Cal Kent to the list of persons available for pulpit supply.
5. Committee member Shelly Barrick Parsons represented the Presbytery at a recent luncheon hosted by the Synod of the Trinity. The purpose of this meeting was to explore the past, present and future role of middle governing bodies in the PC (USA).
6. Committee member John Holland, along with Rocky Poole and George Lilly, attended the Eastern Regional Board of Pensions Consultation in Philadelphia, Pa.
7. Revised the ***Expectations of Moderators of Pastorless Churches***. This document will be available on the Presbytery's website under Ministry Committee Documents.
8. The committee commended the 2015 Small Church Conference Planning Team for its successful completion of that event. Plans are underway for next year's conference with committee member, Mike Burton, as planning team chair.

## NOMINATING COMMITTEE

Moderator Fife recognized WD Hasty, Member of the Nominating Committee.

### Items for the Presbytery's ACTION:

1. The Nominating Committee requests that the Presbytery approve Larry Davis of Clifton Presbyterian Church be named a member of the Relations Committee to serve as a part of the 2016 Class. There were no further nominations. The Presbytery **approved** the recommendation.
2. The Nominating Committee requests that the Presbytery approve Karen Kinney of Glenville Presbyterian Church be named a member of the Stewardship Committee to serve as part of the 2017 Class. There were no further nominations. The Presbytery **approved** the recommendation.

## MISSION COMMITTEE

The Moderator recognized Greg Kubar who reported for the Committee.

Items for the Presbytery's ACTION:

1. (CA) The offering of the June 11, 2015 meeting go to West Virginia Ministry of Advocacy and Workcamps (WVMAW).
2. Approve the covenant between the Presbytery and Davis-Stewart. The Presbytery **approved** the covenant. (Appendix L, pages 118-120.)

Items for the Presbytery's INFORMATION:

- A. The committee failed to have a quorum for the stated meeting on May 15, 2015. While no business could be conducted, lively discussion revolved around the future of this committee and its membership.
- B. We talked about mission trips--locally, nationally and internationally--deciding that mission trips should occur when there is a felt need and commitment. That being said, formative plans are underway for trips to Nicaragua and Kenya in the future. In-country mission trips, especially those related to disaster relief, will be assembled as the need arises.
- C. We toured and discussed the Bread of Life Food Pantry and its new building, soon to be occupied.
- D. We discussed the Preserve and Conserve program headed by Robin Blakeman and its need for more exposure and meeting in the Presbytery.
- E. We have not established a meeting date nor a time for our next meeting. We feel a meeting is needed to recenter and regroup the committee.

VOCATIONS COMMITTEE

Moderator Fife recognized Janice Johnson, Chair of the Vocations Committee.

Items for Presbytery ACTION:

1. Vocations Committee recommended that Elizabeth Stone be moved to candidacy. After questioning the candidate, the Presbytery **approved** the recommendation.

The Items for Presbytery INFORMATION:

- A. Received an update on the ALP/CRE Level 2 preparation program.
- B. Met with Elizabeth Stone, who is a CRE at the Mt Hope and Bradley churches and who is an Inquirer in this presbytery. Sustained the examination of Elizabeth Stone and recommend that she be moved to Candidacy.
- C. Continue to contact McClintic loan recipients in order that loans are repaid; have seen the repayment of 2 loans. Letters have been sent out to those who are still delinquent in repayment. Continue to look at next steps/other options for collection.

- D. Shared updated information on Inquirers.
- E. Annual consultation for inquirer will take place at next meeting.

## INTERIM EXECUTIVE PRESBYTER

Below is the written Report of the Interim Executive:

*"To everything there is a season, and a time for every matter under heaven"*  
Ecclesiastes 3: 1

In late 1965, the American rock band, The Byrds, recorded and released the song, "Turn! Turn! Turn! (To Everything There is a Season)" which became number one on the Hot 100 chart. I was in high school at the time, and whether it was the fact that the words came from a biblical source or whether it was the music itself, the song resonated in my heart. Decades later, I felt the same fascination with Generational Theory, from the research and writings of William Strauss and Neil Howe in their book, Generations: The History of America's Future, 1584 to 2069. Since the dawn of creation, people and generations are of the natural cycle of life.

In June of this year, I will have completed 40 years of service to the Presbyterian Church. I have been truly blessed by the people, churches, presbyteries, synods and General Assemblies in which I have served. I am grateful to God for the call to serve that I have felt over the decades, beginning as a teenager. It is time now to move into a new phase of life.

Following the February 28, 2015 meeting of presbytery, I met with George Lilley, Chair of the General Presbyter Nominating Committee, to share with him that I did not intend to apply for the General Presbyter position. My contract as Interim Exec., by presbytery action, will conclude at the end of this calendar year, and I will assist in this transition to new leadership for the presbytery. This presbytery needs a talented, called person beyond the conclusion of my contract. After much prayer, exploration and discernment, I intend to retire at the conclusion of my contract with this presbytery. It is time... "To everything there is a season...."

### **Special highlights and functions since the last Presbytery meeting**

\*\*Staff Retreat – March 2-3 – led by Joy Kauffmann, General Presbyter for Huntingdon Presbytery (within our Synod), who led a wonderful retreat experience for us, with worship and activities.

\*\*Craig Butler was on medical leave from March 6-26. Leslie Curtis was on medical leave from April 21 to June 1.

\*\*On March 13-14 - along with Barbara Chalfant and 8 others from this presbytery, I received training and certification in "Pastoral Crises Intervention"



\*\*April 13 – attended the meeting of the Westminster Foundation, meeting in Wheeling, WV

\*\*April 18 – attended the Small Church Conference at the Fayetteville Presbyterian Church

\*\*May 4 – enjoyed two weeks of continuing education – Sprunt Lectures at Union Presbyterian Seminary and the Festival of Homiletics, Denver, CO (attended also by Peter Vial and Elise Neal)

\*\*May 26-27 – attended the EP Forum, Synod of the Trinity, in State College, PA

#### Worship and preaching:

-- April 1 – was the preacher for the Nitro area churches Lenten lunch.

--April 2 – co-led the Maundy Thursday/Tenebrae service at First, Dunbar

--April 3 – attended the Good Friday/Tenebrae service for the Teays Valley Cluster of Churches at Highlawn, St. Albans

It is indeed a joy to serve the congregations of this presbytery!

#### NEW BUSINESS

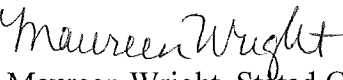
There was no New Business.

#### ADJOURNMENT

Presbytery was adjourned at 3:30 p.m. with a charge and benediction by the Moderator.

Next Stated Meeting: August 29, 2015 at Edgewood Presbyterian Church, Lewisburg, WV

George Lilley Jr., Recording Clerk Pro Tem

  
Maureen Wright, Stated Clerk

Randy Fife, Moderator

## APPENDIX A ATTENDANCE

**INTERIM EXECUTIVE PRESBYTER:** Forrest Palmer.

**OFFICERS OF PRESBYTERY:** Randy Fife, Moderator; Maureen Wright, Stated Clerk; Rockland Poole, Treasurer; Mavis Grant Lilley, Recording Clerk; Peter Vial, Moderator Elect (also listed as minister member below).

**MEMBERS OF LEADERSHIP TEAM (who are not Ministers or Elder Commissioners):** George Lilley, Cyndi Taylor.

**COMMISSIONED RULING ELDERS:** Jeff Barton, James Irwin, Nancy Martin, Jim Musgrave, Elizabeth Stone, John Yeager.

**CORRESPONDING MEMBERS:** David Bush (Shenandoah Presbytery), Bruce Macbeth (Shanandoah), John McDonald (Shenandoah Presbytery).

**MEMBERS OF PRESBYTERY COMMITTEES:** John Arbuckle, Jr., Mike Burton, Marcia Leitch, Jim Sothen.

**LAY PASTORS:** Bill Hairston, Tim Glaser.

**STAFF:** Craig Butler (also listed as minister member below), Susan Sharp Campbell (also listed as minister member below), Barbara Chalfant, Leslie Curtis, Nellie Howard, Mark Miller.

**VISITORS (who registered):** John Bolt, Jan Burr, Betty Chalfant, Sue Chenoweth, Nancy Hoffman, Brenda Holder, Scott Hoppe, Jeff Howard, David Hyer, Francis Irwin, Diana Kerr, Dana Marzolf, Tom Regan, Wood Rosenberger, Sally Yost.

### ATTENDANCE OF MINISTERS

P=Present E=Excused A=Absent AE=Automatically Excused (Honorably Retired)

Name of Minister	8/19/14	12/13/14	2/28/15	6-11-15
Accord, Barbara A.	E	P	P	P
Alford, Ralph Judson, II	AE	AE	AE	Ae
Atkins, Ken	AE	AE	AE	AE
Baldwin, Stephen	P	E	P	E
Blakeman, Robin	P	E	P	A
Bondurant, Robert K.	AE	AE	AE	AE
Bowen, Ed	P	E	P	P
Bower, David	AE	AE	AE	AE
Boyce, Bonnie	E	A	P	A
Buckalew, Ronald W.	P	AE	AE	AE
Butler, Claire	P	E	E	P
Butler, Craig	P	P	P	P
Calebaugh, Kenneth B.	AE	AE	P	AE
Campbell-Malake, Elizabeth	P	P	P	P
Campbell, Jacqueline	P	P	E	P
Campbell, Susan Sharp	P	P	P	P
Carroll, R. Leon, Jr.	AE	AE	AE	AE
Case, Walter A.	AE	AE	AE	AE
Clark, Thomas F.	AE	AE	AE	AE
Craven, Doug	AE	AE	AE	AE
Cunningham, Frank	P	P	P	A

Name of Minister	8/19/14	12/13/14	2/28/15	6-11-15
Dawson, Ellen	*	*	P	E
Didway, Nancy	P	P	P	P
Deaderick, David S.	AE	AE	AE	AE
Debnam, Robert W.	AE	AE	AE	AE
Dodson, E. Denison	E	E	P	E
Dreyer, Charles B.	AE	AE	AE	AE
Ducheneau, Mike	A	A	A	A
Ellis, Larryetta	P	P	P	P
Fraser, Janice	P	E	P	P
Gamble, Larry	A	A	A	A
Gentry, Calvin P.	AE	AE	AE	AE
Glaser, Joanne	P	P	P	E
Glaser, Robert H.	AE	AE	AE	AE
Goehner, Paul E.	AE	AE	AE	AE
Graham, Leonard E.	AE	AE	AE	AE
Gurley, Ben E.	P	A	P	P
Haig, Kristine	A	A	AE	AE
Harkless, Cinda	P	E	E	P
Harkness, Cameron	AE	AE	AE	AE
Harrah, Jerry D.	AE	AE	AE	AE
Hasty, W. D., Jr.	E	P	P	P
Heidt, Paul Douglas	AE	AE	AE	AE
Holland, John	P	P	P	E
Hollis, Virginia Kay	AE	AE	AE	AE
Hood, Leonard L.	AE	P	AE	AE
Howe, Lanny	A	A	E	AE
Ihrman, Francis E.	AE	AE	AE	AE
Jenkins, Doug	P	E	P	P
Jenkins, Janet	P	AE	AE	AE
Johnson, Rick	P	A	P	P
Johnston, Thomas M., Jr.	AE	P	P	P
Kilbert, Chris	E	P	P	P
Karen R. Kinney	*	P	P	P
Koerner, Charla Waters	E	P	P	E
Koerner, John F.	P	P	P	P
Krum, David P.	A	A	AE	AE
Kupar, Greg	P	P	P	P
Lamb, Richard C.	AE	P	P	AE
Laukoter, Rob S.	E	A	P	P
Lee, David A.	P	P	P	P
Leitch, James O.	AE	AE	AE	P
Locke, Kenneth	*	*	P	P
Lyles, W. Patterson	P	P	P	P
Mansell, Wm. Franklin, Jr.	P	AE	P	P
Maynard, Arvie L.	P	AE	AE	AE
McChesney, Charles S.	AE	AE	AE	AE
McCoy, William	P	P	P	P
McGrew, Gary S.	AE	P	AE	P
McGuire, Richard W.	P	E	E	A
McKinnon, John	P	E	P	E
McMorran, William G., Jr.	AE	AE	AE	AE

<b>Name of Minister</b>	<b>8/19/14</b>	<b>12/13/14</b>	<b>2/28/15</b>	<b>6-11-15</b>
McMurray, Stewart M.	AE	AE	AE	AE
Minihan, John	P	E	P	A
Minnerly, Douglas A.	P	E	E	E
Mobayed, Richard S.	P	AE	AE	AE
Mohrman, James A.	AE	AE	AE	AE
Monschke, Alice	AE	AE	AE	AE
Morgan, Norman K.	AE	AE	AE	AE
Morley, James E.	A	P	A	E
Neal, Elise	P	P	P	P
Newman, Robert G.	P	P	P	P
Palmer, Harry W.	AE	AE	AE	AE
Parker, Amy S.W.	P	E	P	E
Parsons, Shelly Barrick	A	A	E	E
Pendleton, P. Douglas, Jr.	P	A	P	A
Perkins, Chris	P	E	P	E
Posey, Lawton W.	AE	AE	AE	AE
Purcell, Boyd C.	AE	AE	AE	AE
Ray, Robin	P	P	P	P
Rice, Andrew "Andy"	E	A	A	P
Richards, David P.	P	P	P	P
Riley, John A.	AE	AE	AE	AE
Ringe, Charles	P	AE	AE	AE
Roberts, Jim	P	P	P	A
Robertson, M. Bruce	AE	AE	AE	AE
Robinson, James E.	P	AE	P	P
Romfo, Barbara	P	A	E	E
Romine, Paul D.	P	A	P	P
Ryan, Patrick "Pat"	P	A	P	A
Seely, Mike	P	P	P	A
Seibel, Frank L. "Skip"	P	E	P	A
Shaffer, David	AE	AE	AE	AE
Shogren, Donna Lee	AE	P	AE	P
Smith, Vaughan M.	A	E	P	A
Snyder, Richard J. Daly	AE	AE	AE	AE
Sonnenday, John	A	A	AE	AE
Spencer, Donald L.	AE	AE	AE	AE
Spransy, George B. Jr.	P	E	AE	P
Spring, Charles M.	AE	AE	AE	AE
Starcher, Kevin	P	E	P	P
Sterling, Julie	E	P	P	P
Bruce Stevens	AE	P	P	P
Stewart, Joan W.	P	P	P	P
Stone, Greg	A	E	A	A
Styron, Monica	*	*	*	P
Sutton, Dana W.	E	E	A	A
Sutton, Jean C.	E	A	A	A
Taylor, J. Dexter	P	P	AE	P
Thompson, Dean K.	AE	AE	AE	AE
Vial, Peter	P	P	P	P
Walker, Gary C.	AE	AE	AE	AE
Walther, James A., Jr.	P	E	P	E

Name of Minister	8/19/14	12/13/14	2/28/15	6-11-15
Washburn, Francis T.	AE	AE	AE	AE
Willoughby Weed, Kathryn A.	P	E	P	A
Wilson, Richard B.	P	E	P	P
Wood, Robert M.	P	P	P	E
Woodard, Sara G. (Sally)	P	P	AE	P
Wright, Todd	P	P	P	P
Young, Samuel T.	AE	AE	AE	AE
Youngblood, Lucy	A	A	AE	AE

#### ATTENDANCE OF CHURCHES

E=Excused N=No Representation, did not request excuse

Name of Church	8/19/14	12/13/14	2/28/15	6-11-15
Alderson	N	N	N	N
Alexander Memorial, Stony Bottom	Agnes Doyle-Kalland	E	N	N
Anderson Memorial, Welch	N	N	N	N
Bates Memorial, Huntington	Wes Walker	N	June Merlino	Sandra Thomas
Baxter, Dunmore	N	E	N	N
Beckley	Patricia Lester	N	Scott Worley	Helen Trader
Beechwood, Parkersburg	N	N	N	N
Belington	N	E	N	E
Belle	Eleanor Stanley	E	Sarah Dye	E
Bethlehem, Shinnston,	N	N	N	N
Beulah Humble, Elizabeth	N	N	N	N
Beverly	E	Linda Peterson	N	E
Beverly Hills, Huntington	Terri Effingham	E	Nancy McIntosh	N
Bradley	Sandy McIntire	E	Isaac Ward	Sandra McIntyer
Bramwell	E	N	N	
Bream Memorial, Charleston	Karen Robinson	Earl Billingsly	Derrick Hudson	Karen Robinson
Bridgeport	N	N	Dave Davis	Ruth Allen
Brush Creek, Ridgeview	N	N	N	N
Buffalo	N	N	N	N
Canyon Community, Morgantown	N	N	E	N
Centerville, Greenville	E	E	Steve Ellison	E
Church of our Saviour, Clarksburg	N	N	N	N
Church of the Covenant, Grafton	N	N	E	Sandy Kennedy
Church of the Covenant, Hurricane	N	N	Diane Gibson	N
Clear Creek	N	N	N	N
Clifton, Maxwelton	Barbara McMillion	E	Teresa Bostic	Davis Arbuckle
Clothier	N	N	N	N
Comfort	Marshall Bowne	E	N	N
Community, Arthurdale	E	Lorraine Weaver	E	Lorraine Weaver
Davis Memorial, Elkins	N	Lynn Proudfoot	Lynn Proudfoot	Donnie Corbin
Davis Memorial, Gassaway	N	Rick Accord	Connie Duffey	Steve Beane
Dupont City, Belle	N	N	N	N

<b>Name of Church</b>	<b>8/19/14</b>	<b>12/13/14</b>	<b>2/28/15</b>	<b>6-11-15</b>
Edgewood, Lewisburg	John Arbuckle	Rebecca Williams	Carolyn Napier	Larry Napier
Eleanor	Judy Jeffries	N	Judy Jeffries	Ann Elliott
Elk Hills, Charleston	Frank Gourley	Jean Naylor	Nancy Vilain	E
Enslow Park, Huntington,	N	N	Linda Brewster	N
Falls View, Charlton Heights	N	N	N	N
Fayetteville	Betsy Howard	N	Mike Burton	N
First, Bluefield	Kellan Sarles	E	Kellan Sarles	Kellan Sarles
First, Buckhannon	N	Steve Hornbeck	Steve Hornbeck	Steve Hornbeck
First, Charleston	N	Nancy Douglas	Sallie Daugherty	Steve Hopta
	N	Steve Hopta	Kay Lamb	N
	N	Frankie McCain	Payne Warner	N
First, Clarksburg	Wayne Northey	Mary Virginia Paletta	Jenna Bennett	Beckie Alvaro
First, Colcord	N	N	N	N
First, Dunbar	Jim Hill	E	Gail Huggins	Barbara Palmer
First, Fairmont	Charlene Walker	Bill Laughlin	Carolyn Crislip-Tacy	Jim DeLong
First, Hinton	N	E	E	N
First, Huntington	N	N	Greg Fisher	N
First, Kenova	N	N	N	N
First, Kingwood	N	E	N	N
First, Logan	E	N	Blaine Duncan	Susan Perry
First, Mannington	N	N	N	N
First, Morgantown	E	Mavis Grant-Lilley	Mavis Grant-Lilley	Margaret Bolt
First, Nitro	N	N	Dane Ryan	N
First, Oak Hill	N	N	N	Kathy Moss
First, Parkersburg	Wayne Sanders	Sarah Townsend	John White	N
First, Ravenswood	N	N	N	N
First, Ripley	Patti Davis	Carlene Rose	Gary Epling	N
First, St. Albans	Jim Williams	N	Adam Greathouse	Mel Burch
First, South Charleston	N	N	N	Tom Titus
First, Terra Alta	E	N	E	E
First, Thomas	E	E	N	N
First, Welch	E	N	Wendy Brewster	E
First, Weston	N	N	N	N
First, White Sulphur Springs	E	N	Eric Crane	E
First, Whitesville	E	E	Mike Lykens	N
First, Williamson	Susan Conn	N	Susan Conn	N
First, Williamstown	Rocky Poole	Jeff Howard	Peter Thayer	Ann Thayer
Fleming Memorial, Fairmont	Judy Roylance	Mike Yost	E	Shannon Yost
Frankford	Linda Boone	Linda Boone	Linda Boone	E
Gilbert	Debra Burgess	E	N	E
Glenville	Jim Meads	Jim Meads	Kathy Gilbert	Jim Meads
Grace Covenant, Charleston	Elaine Anderson	E	N	N

<b>Name of Church</b>	<b>8/19/14</b>	<b>12/13/14</b>	<b>2/28/15</b>	<b>6-11-15</b>
Green Bank, Liberty	N	E	N	N
Harman	N	N	N	N
Highlawn, Huntington,	Oliver Fehering	E	Connie Musgrave	Connie Musgrave
Highlawn, St. Albans	N	John Nelson	John Nelson	E
Hughes River, Cairo	N	E	Anne Banks	Anne Banks
Kanawha United, Charleston	Steve Payne	Kathie Giltinan	Gara Lacy	Kathie Giltinan
Keller, Pence Springs	N	N	N	N
Kesler Memorial, Hico	E	N	E	N
Kuhn Memorial, Barboursville	N	E	Karen Gold	E
Lakeview, Lakebottom	N	N	N	N
Marlinton	N	N	Jaynell Graham	Jaynell Graham
Marsh Fork, Dry Creek	E	E	N	N
McElhenney, Alderson	N	N	N	N
McKinnon, Charleston	Sally Snyder	N	E	N
McLean, Ronceverte	Carl Bostic	N	E	E
Mill Creek	E	Tim Glaser	Tim Glaser	Barbara McCauley
Milton	N	N	N	N
Mingo	N	N	N	N
Montgomery	N	N	N	N
Mount Hope	N	N	Linda Brown	Mary Jean Taylor
Mount Pleasant, Sinks Grove	N	N	N	N
Oak Grove, Hillsboro	Sue Hollandsworth	N	Sue Hollandsworth	Nora Workman
Old Stone, Lewisburg	Jim Rowe	Nancy Smallenberger	Criss Haynes	E
Orgas	N	N	N	N
Parsons	N	N	N	N
Philippi	E	Suzann Murphy	N	Suzann Murphy
Pickens	E	E	E	N
Pineville	N	E	N	Betsy Rae Ross
Point Pleasant	Donna Lambert	N	Mary Jane Getty	N
Red Sulphur Springs, Ballard	N	N	N	N
Richwood	N	N	N	N
Riverlawn, St. Albans	Patrick Croghan	N	Patrick Croghan	Jamie Albert
Rock Forge, Morgantown	N	N	N	N
Rock Lake, South Charleston	Bill Wagner	E	Kay Rotz	James Straight
Rome, Proctorville	N	N	N	N
Ronceverte	Alan Clower	N	Alan Clower	Alan Clower
Ruffner Memorial, Charleston	N	Kathy Brown	Marshall Carper	N
St. Andrew, Pinch	Robert Bandy	E	Mark Allen	E
St. Marys	N	N	N	N
Salem, Ronceverte	N	N	E	E
Second, Huntington	Stacy Wehrle	Jenka Lockwood	Jim St. Clair	Jenka Lockwood
Slatyfork, Big Spring	N	N	N	N
Smithers	N	E	E	N
South Park, Charleston	Jim Sothen	Larry Sites	Jim Sothen	Larry Sites

<b>Name of Church</b>	<b>8/19/14</b>	<b>12/13/14</b>	<b>2/28/15</b>	<b>6-11-15</b>
Spencer	Paul Hughes	Norma Randall-Myers	Norma Randall-Myers	Mary Quick
Spring Creek, Renick	Jeffrey Lewis	N	Paul Flippin	N
Spring Valley, Huntington	N	N	Beverly Sharp	N
Sugar Grove, Morgantown	N	N	N	N
Summerlee	N	N	N	N
Summersville	N	Lauren Jarroll	Ted Sentz	N
Teays Valley, Scott Depot	Bill Hensley	E	Bob Eddins	Bill Hensley
Trinity, Shady Spring	N	N	Diane Thacker	N
Tygarts Valley, Huttonsville	E	E	N	Sandy Bower
Union	E	E	E	N
Upperglade	N	N	James Gamble	James Gamble
Valley Bend, Beverly	N	N	E	N
Village Chapel, Charleston	Lynn Gunnoe	Heather Barry	Patti Salisbury	Sarah Gottlieb
Waverly – Bethel, Waverly	Barb Conlon	Dick Hammat	Dawn Hammet	Martha Howard
Westminster, Charleston	N	N	Sandra Keener	N
Westminster, Vienna	N	N	Dave Downing	N
Whittico Memorial, Keystone	N	N	N	N
Winfield	N	Nancy Baldwin	Sue Littlejohn	N
Zion, Helvetia	N	N	N	N



## APPENDIX B DOCKET

\*Indicates “Order of the Day” (To be taken up precisely at the time indicated)

9:00 – 10:00 Registration and time for fellowship and refreshments

9:15 First Time Commissioner Orientation

\*10:00 Call to Order Randy Fife, Moderator

Greetings from Davis & Elkins College Dr. Michael P. Mihalyo Jr., President

- Welcome of new Teaching Elders Maureen Wright, Stated Clerk
  - Seating of new Corresponding Members
  - Introduction Visiting Teaching Elders
  - Recognition of Ruling Elders attending Presbytery for the first time
  - Statement of Quorum
  - Elect Recording Clerk Pro Tem
  - Approval of Docket
  - Consent Agenda
- Moderator
- o A consent agenda groups together routine items and resolutions under one agenda item. Items included in the consent agenda will not be open for discussion and all are approved in one vote. Opportunity will be given prior to the vote for members to remove items from the consent agenda. Items that are removed will be added to the regular agenda for separate discussion.
  - Appointment of Temporary Clerks
  - Appointment of Standing Committees
    - o Committee on Bills and Overtures
      - Leadership Team members present

Announcements: Resource Center

***1001 Worshipping Communities*** Vera White

\*11:15 Morning Worship

\*12:30 Recess for Lunch

\*1:30 Prayer & Hymn Moderator

Report of the Stated Clerk Stated Clerk

- Presentation of Procedural Matters

Report of the Leadership Team Joan Stewart

- Manual Revisions, First Reading

Report of the Commission to Dissolve the Mount Pleasant Presbyterian Church &  
Celebration of the Work and Ministry of the church

Report of the Trustees John Nesius

Report of the Nurture Committee Kari Preslar

Report of the Stewardship Committee David Lee  
- Financial Reports Rocky Poole

“Good News from the Pews” Moderator  
This is a time of sharing good news from churches throughout the presbytery  
by Ruling Elder Commissioners only.

Report of the Ministry Committee Cinda Harkless  
- Commissioning of Commissioned Ruling Elders

Report of the Nominating Committee Terry Cunningham

Report of the Mission Committee Greg Kupar

Report of the Vocations Committee Janice Johnson

Report of the Interim Executive Presbyter Forrest Palmer

New Business

Completion of Feedback Forms

4:00 Anticipated Time of Adjournment with Charge and Benediction by the Moderator

**NEXT Stated Meeting:**

**August 29, 2015 at Edgewood Presbyterian Church, Lewisburg**

**Other 2015 Presbytery Meeting:**

December 3, 2015 at Enslow Park Presbyterian Church, Huntington

# **APPENDIX C** **SESSION RECORD REVIEW AND STATISTICAL REPORTING 2014**

City	Church Name	2014 Session Records Review			2014 Statistical Report	
		W/out Exception	W/ Exception	Not Submitted	Completed	Not Completed
Alderson	Alderson		x		x	
Arthurdale	Community	x			x	
Ballard	Red Sulphur			x	x	
Barboursville	Kuhn Memorial	x			x	
Beckley	Beckley	x			x	
Belington	Belington	x			x	
Belle	Belle Presbyterian	x			x	
Belle	DuPont City			x		x
Beverly	Beverly	x			x	
Beverly	Valley Bend	x			x	
Bluefield	First Presbyterian	x			x	
Bradley	Bradley	x			x	
Bramwell	Bramwell			x	x	
Bridgeport	Bridgeport	x			x	
Buckhannon	First Presbyterian	x			x	
Buffalo	Buffalo			x		x
Cairo	Hughes River			x	x	
Charleston	Bream Memorial	x			x	
Charleston	Elk Hills	x			x	
Charleston	First Presbyterian	x			x	
Charleston	Grace Covenant			x		x
Charleston	Kanawha United	x			x	
Charleston	McKinnon	x			x	
Charleston	Ruffner Memorial			x		x
Charleston	South Park	x			x	
Charleston	Village Chapel	x			x	
Charleston	Westminster	x			x	
Charlton Heights	Falls View			x	x	
Clarksburg	Church of Our	x			x	
Clarksburg	First Presbyterian	x			x	
Clear Creek	Clear Creek			x		x
Clothier	Clothier			x	x	
Colcord	First Presbyterian			x	x	
Comfort	Comfort		x			x
Dry Creek	Marsh Fork United			x	x	
Dunbar	First Presbyterian	x			x	
Dunmore	Baxter Presbyterian	x			x	
Eleanor	Eleanor	x			x	
Elizabeth	Beulah Humble		x			x
Elkins	Davis Memorial	x			x	
Fairmont	First Presbyterian			x		x
Fairmont	Fleming Memorial	x			x	
Fayetteville	Fayetteville	x				x
Frankford	Frankford	x			x	
Gassaway	Davis Memorial	x			x	
Gilbert	Gilbert	x			x	
Glenville	Glenville	x			x	
Grafton	Church of the	x			x	
Grassy Meadows	McElhenney			x		x
Green Bank	Liberty			x		x
Greenville	Centerville	x			x	
Harman	Harman			x		x
Helvetia	Zion Presbyterian			x	x	
Hico	Kesler Memorial			x		x
Hillsboro	Oak Grove	x			x	
Hinton	First Presbyterian	x			x	
Huntington	Bates Memorial	x			x	
Huntington	Beverly Hills			x	x	
Huntington	Enslow Park	x			x	
Huntington	First Presbyterian	x			x	
Huntington	Highlawn	x			x	
Huntington	Second	x			x	
Huntington	Spring Valley			x	x	
Hurricane	Presbyterian	x			x	
Huttonsville	Tygarts Valley	x			x	
Kenova	First Presbyterian	x			x	
Keystone	Whittico Mem.			x		x
Kingwood	First Presbyterian	x			x	

City	Church Name	2014 Session Records Review			2014 Statistical Report	
		W/out Exception	W/ Exception	Not Submitted	Completed	Not Completed
Lakebottom	Lakeview			x	x	
Lewisburg	Edgewood	x			x	
Lewisburg	Old Stone	x			x	
Logan	First Presbyterian	x			x	
Mannington	First Presbyterian			x		x
Marlinton	Marlinton	x			x	
Maxwelton	Clifton Presbyterian			x	x	
Mill Creek	Mill Creek	x			x	
Milton	Milton Presbyterian	x			x	
Mingo	Mingo Presbyterian			x		x
Montgomery	Montgomery	x			x	
Morgantown	Canyon Community			x	x	
Morgantown	First Presbyterian	x			x	
Morgantown	Rock Forge			x		x
Morgantown	Sugar Grove			x		x
Mount Hope	Mount Hope			x		x
Nitro	First Presbyterian			x	x	
Oak Hill	First Presbyterian	x			x	
Oak Hill	Summerlee			x	x	
Orgas	Orgas Presbyterian			x		x
Parkersburg	Beechwood	x			x	
Parkersburg	First Presbyterian	x			x	
Parsons	Parsons			x	x	
Pence Springs	Keller Presbyterian			x		x
Philippi	Philippi			x	x	
Pickens	Pickens			x	x	
Pinch	Saint Andrew	x			x	
Pineville	Pineville			x		x
Point Pleasant	Point Pleasant		x			x
Proctorville	Rome Presbyterian	x			x	
Ravenswood	First United	x			x	
Renick	Spring Creek	x			x	
Richwood	Richwood			x		x
Ridgeview	Brush Creek			x		x
Ripley	First Presbyterian	x			x	
Ronceverte	McLean	x				x
Ronceverte	Ronceverte	x			x	
Ronceverte	Salem Presbyterian	x			x	
St. Albans	First Presbyterian	x			x	
St. Albans	Highlawn	x			x	
St. Albans	Riverlawn	x				x
St. Marys	St. Marys			x	x	
Scott Depot	Teays Valley	x			x	
Shady Spring	Trinity Presbyterian	x			x	
Shinnston	Bethlehem			x		x
Sinks Grove	Mount Pleasant			x		x
Slatyfork	Big Spring			x		x
Smithers	Smithers	x			x	
South Charleston	First Presbyterian	x			x	
South Charleston	Rock Lake	x				x
Spencer	Spencer	x			x	
Stony Bottom	Alexander			x	x	
Summersville	Summersville	x			x	
Terra Alta	First Presbyterian	x			x	
Thomas	First Presbyterian			x		x
Union	Union Presbyterian	x			x	
Upperglade	Upperglade			x	x	
Vienna	Westminster			x		x
Waverly	Waverly Bethel	x			x	
Welch	Anderson Memorial			x		x
Welch	First Presbyterian	x			x	
Weston	First Presbyterian		x		x	
White Sulphur	First Presbyterian	x			x	
Whitesville	First Presbyterian	x			x	
Williamson	First Presbyterian	x			x	
Williamstown	First Presbyterian	x			x	
Winfield	Winfield	x			x	

# APPENDIX D

## THE PRESBYTERY SUMMARY STATISTICAL REPORT FOR 2014



### Presbytery Report 2014

Presbytery Number	420751		
Name	West Virginia		
<hr/>			
Address	520 2nd Ave		
City/State	S Charleston, WV 25303-1311		
Phone	304-744-7634		
Email	<a href="mailto:office@wvpresbytery.org">office@wvpresbytery.org</a>		
Web Site	<a href="http://www.wvpresbytery.org">www.wvpresbytery.org</a>		
Fax	<a href="tel:304-744-7649">304-744-7649</a>		
<hr/>			
Membership			
Prior Active Members	9805		
Gains		Losses	
17 & Under	58	Certified	93
18 & Over	75	Deaths	222
Certified	61	Other	256
Other	41		
Total Gains	235	Total Losses	571
<hr/>			
Total Active Members	9469		
Baptized	647		
Other Participants	419		
Total Adherents	10535		
Female Members	5546		
<hr/>			
Average Attendance	3978		
<hr/>			
Affiliate Members	135		
<hr/>			
Baptisms		Officers	
Child Baptisms	78	Male Session	337
Adult Baptisms	31	Female Session	388
		Male Deacons	65
		Female Deacons	124
<hr/>			
Age Distribution of Active Members		Male	Female
25 & Under	865	332	368
26 - 45	1377	499	644
46 - 55	1047	361	485
56 - 65	1640	529	787
Over 65	3025	939	1610

Total Distribution	7954	2660	3894		
<b>People with Disabilities</b>					
Hearing	405				
Sight	133				
Mobility	402				
Other	142				
<b>Christian Education</b>					
Birth 3	144		Grade 7	72	
Age 4	72		Grade 8	65	
Kindergarten	94		Grade 9	70	
Grade 1	94		Grade 10	70	
Grade 2	89		Grade 11	54	
Grade 3	93		Grade 12	68	
Grade 4	90		Young Adults	133	
Grade 5	82		Over 25	1342	
Grade 6	88		Teachers/Officers	354	
Total	3074				
<b>Racial Ethnic Breakdown</b>	<b>Membership</b>	<b>Elders</b>	<b>Deacons</b>	<b>Male</b>	<b>Female</b>
Asian	21	1		5	13
Black	13	1		7	4
African American	17	1	0	8	7
African	2	0	0	2	0
Middle Eastern	11	0	1	5	3
Hispanic	7		1	2	2
Native American	17	4	3	0	2
White	7971	575	157	2855	4020
Other	11			4	7
Totals	8070	582	162	2888	4058
Potential Giving Units	18,148				
Budgeted Income	10,022,691				
Budgeted Expense	11,255,931				
<b>Receipts</b>					
Regular Contributions	9,115,712	Bequests	540,714		
Capital Building Fund	884,108	Other Income	751,002		
Investment Income	1,089,089	Subsidy or Aid	88,656		
<b>Expenditures</b>					
Local Program	8,818,182	Per Capital Apprt	220,163		
Local Mission	890,735	Validated Mission	655,822		
Capital Expenditures	1,374,123	Theological Fund	5,050		
Investment Expenditures	192,219	Other Mission	84,651		

## APPENDIX E

### PROCEDURAL MATTERS

#### A. Principles of Parliamentary Law

- Courtesy to all
  - Majority rule
  - Justice for all
  - One Item at a time
  - Respect the rights of the minority
  - Partiality for none
- Usually pro and con speakers will alternate and individual speaking will identify his or her position.
- No one is allowed to speak more than once on a pending question until all wishing to speak have been heard; a person can then speak a second time, but no more than twice (unless the body gives special permission by two-thirds vote for a third speech).

#### B. Relevant Provisions of Presbytery's Manual (Section III of Manual)

1. "No new business shall be introduced after Presbytery recesses for lunch (unless by two-thirds vote Presbytery sets a different deadline for introduction of new business), and any new business not listed on the docket shall be presented in written form."
2. "...each elder elected an officer, General Presbyter, or a member of Leadership Team shall be enrolled as a member of the Presbytery for the term of office, whether or not commissioned by his or her session."
3. "The privilege of the floor without vote shall be granted to lay members of Presbytery's committees and to laypersons serving on Presbytery's staff, if not enrolled as members of the Presbytery."
4. "The privilege of the floor without vote shall be granted to certified church educators serving the churches of Presbytery, if not enrolled as members of the Presbytery. Certified church educators who are ruling elders and serving churches of Presbytery shall have voice and vote privileges. (G-2.1103b)"

NOTE: The phrase, "privilege of the floor without vote," means that the person has the privilege of speaking on the floor of Presbytery, including debating a motion under consideration, subject to rules and guidelines that govern discussion and debate. However, the person does not have the privilege to make motions or to vote.

Those who have "privilege of the floor without vote" are lay members of committees, lay members of Presbytery staff, church educators, and youth advisory delegates. Those with "voice and vote" privileges are member Teaching Elders, Ruling Elder commissioners, Certified Christian Educators\*, Commissioned Ruling Elders, General Presbyter, Stated Clerk, Recording Clerk, Treasurer, Moderator, Members of Leadership Team and Presbytery Committee chairs.

#### C. Procedural Rules for the meeting of Presbytery (approval by two-thirds vote required to adopt #3).

1. Persons wishing to speak to the Presbytery - giving a report, debating a motion, raising questions - will do so by using the microphones.
2. Each speaker, after recognition by the Moderator, will give his or her name and church name (or other relationship to the Presbytery if not pastor or elder commissioner from a session).
3. Limitation of Debate - 30 minutes per main motion, with each individual limited to 3 minutes per speech.
4. A recommendation from a committee or other entity elected by the Presbytery, upon being presented to Presbytery by an elected member of that entity, is considered to be on the floor for Presbytery's debate, amendment, and disposition without the necessity of a motion placing the recommendation on the floor.

**APPENDIX F**  
**MANUAL OF THE PRESBYTERY OF WEST VIRGINIA**  
SYNOD OF THE TRINITY  
PRESBYTERIAN CHURCH (U.S.A.)

**I. PREAMBLE**

This Presbytery is the corporate expression of the church consisting of all Presbyterian Church (U.S.A.) congregations and teaching elders.

The cooperative mission of congregations and ministers of the Presbytery is given form by God's activity in the world as told in the Bible and understood by faith. We depend upon the Holy Spirit to guide and direct our response to God in all areas of mission and ministry. Above all else, we are bound to God's authority and thus free to live in the lively, joyous reality of God's grace. (F-1.01) We recognize the inconsistencies between the affirmations of our faith and the reality of our contribution to the sinfulness of the world. We confess our complicity in this sinfulness and yearn for the healing and wholeness offered us through our Savior, Jesus Christ. He is Lord of our life and calls us to be God's servants in the world, working to reconcile and heal divisions both within and beyond the church, and thereby to be the provisional demonstration of what God intends for all humanity.

Our mission as a Presbytery is defined in *Book of Order* G-3.03 which challenges our response. Thus, the Presbytery is called:

1. to be a sign in and for the world of the new reality which God has made available to people in Jesus Christ;
2. to tell the good news of salvation by the grace of God through faith in Jesus Christ as the only Savior and Lord; and
3. to undertake this mission even at the risk of losing its life, trusting in God alone as author and giver of life, sharing the gospel, and doing those deeds in the world that point beyond itself to the new reality in Christ.

The following areas of mission seek to provide a vision and firm foundation for the work of the Presbytery in partnership with other governing bodies of the Presbyterian Church (U.S.A.) and in cooperation with other communions of faith.

**A. MINISTRY**

The Presbytery is called to serve those inside the church—members, congregations, leaders—so that they may grow in faith.

THEREFORE, the Presbytery will develop strategies to

- develop effective preaching and teaching ministry;
- offer nurturing educational programs and events;
- implement an on-going program for congregational participation in church development and church revitalization;
- support special ministries in the area of camping, conferences, youth and young adults, and college students;
- provide for new church development and support;
- encourage celebration of the Reformed tradition and the distinctive nature of Presbyterian interpretation of faith and discipleship.

**B. MISSION**



The Presbytery is called to serve those in the community—local neighbors and national/international mission partners—to point towards a new reality in Christ.

THEREFORE, the Presbytery will develop ways to

- provide food to the hungry;
- lend support to the aging;
- foster the realization of ownership and participation in local and global mission;
- respond to the needs of victims of disaster, discrimination, hunger, ignorance, and poverty;
- be an advocate for peace and justice;
- provide opportunities for ecumenical dialogue and mission.

### **C. RELATIONSHIP BUILDING**

The Presbytery is called to build relationships with God and one another.

THEREFORE, the Presbytery will develop systems of support through

- closer fellowship and greater participation in mission within clusters of the Presbytery;
- appropriate concern for and oversight of congregations, giving particular attention to smaller congregations;
- training and support for volunteers, especially in education and leadership development;
- pastoral care for church professionals;
- resources for development and personal growth;
- encouragement of individuals to study for ministry.

### **D. EVALUATION AND REVIEW**

As we seek to accomplish our goals, we recognize that risk is involved and it is essential for the Presbytery to provide for evaluation and review of all programs and ministries.

THEREFORE, the Leadership Team will develop a system which ensures assessment of corporate programs and structure (G-3.0108).

Our unity in Christ enables and requires the Presbytery to be open to all persons and to the varieties of talents and gifts of God's people.

The Presbytery will give full expression to the rich diversity within its membership and shall provide for full participation and access to representation in decision-making and employment practices, which will assure a greater inclusiveness leading to wholeness in its emerging life. (*Book of Order* G.3.0103)

## **II. THE PRESBYTERY**

### **Name**

The name of this Presbytery shall be Presbytery of West Virginia.

### **Boundaries**

The Presbytery of West Virginia shall include the Presbyterian Churches (U.S.A.) in all the counties within the boundaries of the state of West Virginia, except those currently within the bounds of the presbyteries of Upper Ohio Valley, in the Northern Panhandle, and Shenandoah, in the Eastern Panhandle. It shall also include the Rome Church in Ohio

### **Membership**

The Teaching Elder membership of the Presbytery shall be as prescribed in the *Book of Order*, G-3.0306.

### **Clusters**

A cluster is a group of churches in relatively close proximity to each other that join together for the purposes of mission, ministry, and relationship building. Clusters may facilitate and encourage multi-church training, committee work, fellowship, education, mission projects, affinity groups, and other decentralized needs as they evolve.

Clusters will be led by Cluster Shepherds chosen from their own cluster. The ~~Administration-Relations~~ Committee is responsible for confirming shepherds as recommended to them by the clusters.

### III. RESPONSIBILITIES, POWERS AND MEETINGS OF PRESBYTERY

#### Responsibilities and Powers

The Presbytery of West Virginia is responsible for the mission and government of the church throughout its geographical district. It therefore has those powers as prescribed in the *Book of Order*.

#### Membership

Teaching elders and ruling elders shall be enrolled as members of Presbytery as described in the *Book of Order*, **G-3.0301**. Further, each ruling elder elected as an officer of the Presbytery, General Presbyter, or a member of the Leadership Team shall be enrolled as a member of the Presbytery for the term of office, whether or not commissioned by his or her session. Each ruling elder commissioned ~~as a lay pastor to particular pastoral service~~ shall be granted the privilege of voice and vote at meetings of Presbytery, ~~in accordance with Section G-3.303~~. Ruling elders who are moderators of Presbytery committees and ruling elder members of the Leadership Team will have privilege of voice and vote at meetings of Presbytery.

The privilege of the floor without vote shall be granted to elected lay members of Presbytery's committees and to laypersons serving on Presbytery's staff, if not enrolled as members of the Presbytery.

The privilege of the floor without vote shall be granted to ~~Certified church~~ **Christian** Educators and other certified church workers serving the churches of Presbytery, if not enrolled as members of the Presbytery. ~~Certified church-Christian~~ **Christian** Educators who are ruling elders and serving churches of Presbytery shall have **privilege** of voice and vote ~~privileges~~. (G-2.1103b).

The Leadership Team shall designate at least one meeting annually to which each Session is encouraged to appoint and send a youth advisory delegate. The youth advisory delegate should be a member of the congregation below the age of 22 years, and preferably 16 years or more. Such youth advisory delegates shall be granted the privilege of the floor without vote.

Member ministers who are honorably retired shall not be listed as "absent without excuse" when they do not attend meetings of the Presbytery.

Churches with memberships of 1 to 500 may send one ruling elder commissioner to meetings of Presbytery. Churches with memberships of 501 to 1,000 may send two ruling elder commissioners. Churches with memberships of 1,001 to 1,500 may send three ruling elder commissioners.

#### Meetings

The Presbytery shall hold at least four (4) stated meetings each year, and special meetings if necessary, according to the provision of the *Book of Order* G-3.0304. A called meeting may be held at the request of a committee or the Leadership Team when the business is of an urgent nature that cannot wait until the next stated meeting.

**Meetings of Presbytery and its committees shall be conducted in accordance with the most recent edition of *Robert's Rules of Order Newly Revised*, except when it is in contradiction to the Constitution of the Presbyterian Church (USA). (G-3.0105)**

In the event of catastrophic weather conditions, **any three of the following leaders:** the Moderator, Chair of the Leadership Team, Stated Clerk, and General Presbyter are authorized to postpone and reschedule meetings of Presbytery, communicating such decisions to all churches as quickly as possible.

In matters of property, which cannot wait until the next scheduled meeting of Presbytery, decisions may be made by a committee consisting of the Moderator of Presbytery and the Chair of the Leadership Team with the advice of the Trustees and the concurrence of the Stated Clerk, with all such decisions to be reported to the next stated meeting of Presbytery.

**In matters of communion approval, which cannot wait until the next scheduled meeting of Presbytery or Leadership Team, any three of the following leaders: the Moderator, Chair of Leadership Team, Stated Clerk, and General Presbyter are authorized to approve the celebration of the Lord's Supper for gatherings under its jurisdiction. (W-2.4012)**

#### Time and Place of Meetings

Meetings shall rotate among the Clusters ~~and be meetings of the whole~~. Presbytery shall establish the dates and places for its meetings with recommendation from the Leadership Team.

#### Corresponding Members

Teaching elders who are members of other presbyteries and are serving within the bounds of the Presbytery of West Virginia may be enrolled as corresponding members for the duration of their service in the Presbytery of West Virginia. They shall have the privilege of voice on the floor of Presbytery, but not vote.

#### Quorum

A quorum for a meeting of Presbytery shall be at least 20% of the teaching elder members, and ruling elder commissioners representing at least 20% of the churches. The only exception to this is a meeting called for the sole purpose of conducting the examination of a candidate or candidates for ordination as teaching elders, together with any business incident to that examination. In this case the quorum shall be 15% of the ~~resident~~ teaching elders and ruling elder commissioners representing 15% of the churches.

#### Business and Reports

Each committee shall report regularly to meetings of Presbytery, as necessary.

Each committee reporting to Presbytery shall provide a written copy of its report no later than ten days in advance of the Presbytery meeting.

The General Presbyter, Stated Clerk and Moderator shall allocate times and placements of reports on the docket. In preparation of the docket, chairs of committees shall request time on the docket, and indicate who will give the report. The Leadership Team shall determine any special emphases for the meetings of Presbytery.

No new business shall be introduced after Presbytery recesses for lunch (unless by two-thirds vote Presbytery sets a different deadline for introduction of new business), and any new business not listed on the docket shall be presented in written form

#### Minutes

In lieu of having the minutes read and approved at the end of a stated or special meeting of Presbytery, any four of the following persons are authorized to review and correct the minutes and report their review to a later meeting of Presbytery: Moderator, Chair of the Leadership Team, Stated Clerk, and Temporary Clerks.

#### Open Meeting Policy

1. Meetings of the Presbytery are open to any visitors who may wish to attend. Presbytery may choose to go into executive session with a majority vote of the member teaching elders and ruling elder commissioners present, in accordance with *Robert's Rules of Order Newly Revised*.
2. The Presbytery of West Virginia is committed to the principle of openness in regard to the rights of individuals having access to the committees of the Presbytery. Each committee shall make every effort to give public notice of meeting times and places.

3. Meetings of the Presbytery's committees are open to any visitors who may wish to attend. The committee may extend to such persons the privilege of the floor in order that they may take part in the committee's discussion of the business for which they are present. Ordinarily, persons making such presentations are excused from the meeting while the committee deliberates and takes its action. After being informed of the committee's action, such persons are then ordinarily excused so that the committee may resume its business.
4. Each committee has the privilege to go into executive session with a majority vote of the members present, in accordance with *Robert's Rules of Order Newly Revised*.
5. The minutes and records of each committee are the property of that committee and the Presbytery of West Virginia. Consent of the current chairperson of the particular committee and the General Presbyter, or consent of the committee itself, must be given before material from a committee's records is allowed to be released for quotation or publication.

#### IV. POLICIES

The Presbytery has established a number of policies which can be found as appendices.

- |  |            |
|--|------------|
| 1. Sexual Misconduct Prevention Policy   | Appendix A |
| 2. Purpose and Policy for Presbytery of West Virginia<br>Events Involving Children, Youth and Persons<br>with Disabilities | Appendix B |
| 3. Dissolution of a Church   | Appendix C |
| 4. Dismissal of a Church   | Appendix D |
| 5. Sabbatical Leave  | Appendix E |
| 6. General Assembly Commissioners and Young Adult<br>Delegate Selection Criteria   | Appendix F |

#### V. OFFICERS

The Officers of the Presbytery shall be the Moderator, Moderator-Elect, Stated Clerk, Financial Administrator/Treasurer, and Recording Clerk.

##### Moderator

###### Mode of Election

Ordinarily the Moderator-elect who was elected at a previous Stated Meeting will become the Moderator for the next year. If the candidate is a teaching elder, the following year the candidate shall be a ruling elder. If the candidate is a ruling elder, the following year the candidate shall be a teaching elder. The Moderator shall serve a term of one (1) year as Moderator followed by one (1) year as Chair of the Leadership Team and is not eligible for reelection. The Moderator shall be installed at the last Stated Meeting of the year, and will take office immediately.

###### Duties:

The Moderator shall perform the duties as prescribed in the *Book of Order*, G-3.0104. The Moderator will ordinarily preside at services of installation and ordination.

A sum for the Moderator's expenses shall be allotted in the budget of Presbytery.

##### Moderator-elect

###### Mode of Election

*Upon nomination by the Presbytery's Nominating Committee and election by the Presbytery, this individual shall ordinarily be elected to serve for three years in the following roles: Moderator-Elect, Moderator, and Chair of the Leadership Team. The formula for electing the Moderator shall*

*govern the selection of the moderator-elect candidate. The Moderator-Elect shall be installed at the last Stated Meeting of the year, and will take office immediately.*

*Duties:*

*The Moderator-Elect shall prepare for and develop the skills for assuming the role of Moderator and perform any duties as may be determined by the Presbytery. The Moderator-Elect will preside at services of installation and ordination in the absence of the Moderator.*

A sum for the Moderator-Elect's expenses shall be allotted in the budget of Presbytery.

## **Stated Clerk**

### **Mode of Election**

See section VIII Personnel. This office may be filled by either a teaching elder or a ruling elder.

At the time of election, the Administration Committee shall present a position description of this office to the Presbytery for approval, which shall include the duties of the Stated Clerk as set forth in this *Manual*, the work time expected (including any vacation and holidays to which the Stated Clerk may be entitled) and the terms of employment. (See Appendix H)

### **The Stated Clerk shall be:**

- A. the continuing ecclesiastical officer of Presbytery;
- B. the custodian of all ecclesiastical records;
- C. the custodian of the roll of ministers of Presbytery; and
- D. the parliamentarian for Presbytery.

### **Duties:**

The Stated Clerk shall perform the duties of office as specified in the *Book of Order*, G-3.0104 and G-3.0305 and those other obligatory duties contained in the *Book of Order*. The Stated Clerk will be responsible for the preservation of the history of the Presbytery.

## **Recording Clerk**

### **Mode of Election**

The Presbytery shall elect, on nomination by the Nominating Committee of Presbytery, a Recording Clerk for a term of three (3) years and who shall be eligible for reelection.

### **Duties:**

The Recording Clerk shall be responsible to and shall assist the Stated Clerk in the performance of the Clerk's duties, and shall, in the absence of the Stated Clerk at Presbytery meetings, serve in that place.

The Recording Clerk shall record the proceedings of Presbytery and submit the minutes promptly with supportive documents to the Stated Clerk.

Honorarium and allowances shall be fixed by the Presbytery upon recommendation of the Administration Committee.

## **Financial Administrator/Treasurer**

### **Mode of Election**

See section VIII Personnel. This office may be filled by either a teaching elder, a ruling elder, or a layperson.

At the time of election, the Administration Committee shall present a position description of this office to the Presbytery for approval, which shall include the duties of the Financial

Administrator/Treasurer and the terms of employment. (Appendix I)

The Financial Administrator/Treasurer shall be:

- A. the continuing financial officer of the Presbytery; and
- B. the custodian of all financial records.

Duties:

The Financial Administrator/Treasurer shall fulfill those duties and responsibilities assigned to this office by the Presbytery, and shall, at least annually, submit all records for financial review. The Stewardship Committee shall report the findings of the financial review to the Presbytery.

The Financial Administrator/Treasurer shall be bonded.

## **VI. LEADERSHIP TEAM**

Charge

The Leadership Team is charged to lead the Presbytery by discerning a vision based on our core values, actualizing that vision through our committees and staff, and revising the vision regularly in light of change.

Authority

As the elected leaders of the Presbytery, the Leadership Team holds the authority to act in the best interest of the Presbytery on matters not specifically reserved for the full body, committees, or staff. They are the presiding council of the Presbytery to which others are accountable.

Responsibilities

1. Promote the core values of ministry (service to those inside the church), mission (service to those in the community), and relationship-building (building connections with God and one another).
2. Maintain, revise, and communicate a strategic plan in order that the churches, committees, and staff of the Presbytery may work together towards the same goals.
3. Provide necessary direction to and/or oversight of committees and staff in order that they may engage the Presbytery on a daily basis in their area of ministry and mission.
4. Ensure PCUSA polity is followed decently and in order (this includes receiving, studying, processing, referring if appropriate, and making recommendations concerning overtures addressed to Presbytery).
5. Plan Presbytery meetings in cooperation with the Stated Clerk (this includes setting the theme, facilitating the logistics, & securing locations, rotating throughout the clusters).
6. **In fulfillment of General Principals of Councils, the Leadership Team will develop a system which ensures assessment of corporate programs and structures (G-3.0108).**
7. **In matters of communion approval, which cannot wait until the next scheduled meeting of Presbytery, the Leadership Team is authorized to approve the celebration of the Lord's Supper for gatherings under its jurisdiction. (W-2.4012)**

Members

1. The Presbytery shall elect three classes of four members each, totaling 12 members of the Leadership Team. These members should be persons of wisdom, humility, and vision who have earned the trust of the PWV.
2. The Nominating Committee makes nominations, supplemented by those from the floor of the

appropriate Presbytery meeting. Vital committees (as defined by the current vision and strategic direction of Presbytery) should be represented, not necessarily by their chairs, but by strong leaders.

3. Each term is three years and may be renewed once. At least one year must pass after serving two consecutive terms before serving again.
4. The immediate past Moderator of the PWV chairs the Leadership Team. She/he votes only in the case of a tie.
5. Two staff members attend the meetings of the Leadership Team--the General Presbyter, acting as Head of Staff, and the Stated Clerk, acting as Recorder. Both have the power of voice but not vote.

#### Meetings

1. The Leadership Team meets at least quarterly in person approximately one month in advance of four regular meetings of the PWV, preferably in rotating clusters.
2. ~~The first meeting of the year is a 24-hour retreat to plan the year ahead.~~ **Ordinarily one meeting per year will be designated by the Team to plan for the coming year and may, at the discretion of the Team, consist of an overnight retreat.**
3. Regular meetings should be supplemented by affinity groups as needed on particular issues facing the Leadership Team. ~~Such meetings should make use of in-person, phone, and videoconference meetings.~~ **The Leadership Team should meet in ways that best meet the needs of the team: fact-to-face, conference call, and video conference. Meetings should always allow for simultaneous aural communication and follow the latest edition of *Robert's Rules of Order*. Email votes may only be used for action that is able to be rescinded at the next meeting; all votes are to be recorded in the minutes of the next meeting.**
4. Staff members are invited to attend particular meetings and conversations, based on their area of expertise and service and the agenda before the Leadership Team.

#### Quorum

1. The quorum of the Leadership Team shall be a majority of its members.

## VII. COMMITTEES AND AFFINITY GROUPS

The **standing committees** of the Presbytery are (committee descriptions are in Appendix J on the pages indicated):

Administration	Page 84
Bluestone	Page 85
Ministry	Page 87
Mission	Page 90
Nominating	Page 91
Nurture	Page 93
Permanent Judicial Commission	Page 94
Relations	Page 95
Representation	Page 96
Stewardship	Page 97
Trustees	Page 98
Vocation	Page 99

Committee descriptions may be amended by two-thirds vote of the Leadership Team and reported to the Presbytery at its next stated meeting.

#### Membership:

All provisions of the *Book of Order* and of this *Manual* pertaining to membership on specific committees shall apply. The size of committees shall be determined by the Leadership Team. When there are not constitutional or *Manual* provisions which require otherwise, ordinarily Presbytery shall seek to elect persons to committees to provide for equal parity of teaching elders and ruling elders/laypersons (G-3.0103). Ordinarily no more than one-half of the membership of any committee should be teaching elders. The Ministry Committee and the Vocations Committee shall be composed of only ruling elders and teaching elders (G-3.0307). Membership on committees shall be on a proportional basis among the Clusters to the degree practical, except where otherwise specified in this *Manual*.

Committees may co-opt people to serve in their assigned area of responsibility. These people will have no vote on the committees asking them to serve. They will not be part of a quorum of the appointing committees. Committees may establish sub-groups, but the committee is ultimately responsible for the sub-group's work. There shall be an annual review by the committee regarding continuation of sub-groups or co-opted members.

#### Terms:

Except for the Permanent Judicial Commission, committee members ordinarily shall serve a term of three years and are eligible for reelection **once**; however, no person may serve more than six consecutive years on the same committee. **At least one year must pass after serving two consecutive terms before serving again.**

#### Mode of Election

The Leadership Team shall nominate persons for service on the Nominating Committee and a person to serve as Chair of the Nominating Committee.

The Nominating Committee shall nominate persons for service on all other committees. Members shall be elected in three classes, as nearly equal as possible. Terms of service shall run concurrently with the calendar year, with service to begin January 1.

Nominations for General Assembly commissioners shall be in accordance with the Presbytery policy governing selection of commissioners. (See Appendix F)

The Permanent Judicial Commission shall elect its own Moderator from its membership (D-5.0201).

The Nominating Committee shall nominate a person to serve as Chair of each other committee. Committee Chairs are elected annually, with eligibility for re-election. Each committee shall elect its own secretary, vice chair, or any other officers it deems necessary for doing its work.

In the event a committee's Chair becomes unable to serve, the Moderator of Presbytery is empowered to appoint an Acting Chair to serve until Presbytery can elect a new Chair.

The Nominating Committee shall nominate people to boards such as Kanawha Valley Homes and West Virginia Homes, as needed, adhering to the membership and class requirements of the boards. These boards may recommend names to the Nominating Committee.

The quorum of a committee shall be one-third of its members, except where otherwise specified in the *Book of Order* (including the Permanent Judicial Commission and the Ministry Committee). When a committee is acting as a commission of Presbytery, the quorum shall be a majority of its members. ~~The quorum of the Leadership Team shall be a majority of its members.~~

Members participating by an electronic means that provides simultaneous aural communication (e.g. Skype **video conference**, speaker phone, teleconference, **including conference call**) shall be considered part of the quorum and shall have privilege of voice and vote. Communications by written means (e.g. fax, e-mail, "chat rooms") are not appropriate for a deliberative process. **Email votes may only be used for action that is**



**able to be rescinded at the next meeting; all votes are to be recorded in the minutes of the next meeting.**

Committees are responsible for conducting orientation of their own members. Ordinarily, a person will not be elected to serve on more than one committee at a time.

After a committee member has had two (2) consecutive, unexplained or unexcused absences, the Committee Chair may contact the member and then request the Nominating Committee to nominate a replacement.

### **Affinity Groups:**

While it can be a challenge to find folks to serve on standing committees, people are more than willing to serve God with one another on issues about which they are passionate. Affinity groups arise in two scenarios:

1. Small, local groups of people who get together for time-limited projects now and then (to work on clean water projects or to arrange a CROP walk, for example), and
2. Standing groups that work under the direction of a committee for a long-term project (the partnership with Nyeri Presbytery in Kenya or the Stewardship of Creation Ministry Team, for example).

### **Formation**

The first type can form wherever and whenever there are sufficient people with passion about an issue or project. The group that forms will seek approval and endorsement of their Session (or Sessions if more than one church's members are involved – as part of a cluster project, for example); but they do not need approval from the Presbytery.

The second type forms by providing the appropriate committee under which their work falls with sufficient information (name of the group, mission statement, project descriptions, and contact information for members) so that the committee can make a recommendation at a Presbytery meeting as to approval and endorsement. The form for providing such information is posted on the Presbytery's web site.

### **Benefits & Responsibilities**

Affinity groups further the core values of the Presbytery in specific and widespread ways. They benefit by being allowed to use Presbytery communications (as space allows) and to request table display space at events or time on the Presbytery agenda. This allows the group to expand their impact and access to carry out mission and ministry.

In return, Affinity groups would be expected to sign a memorandum of understanding acknowledging that they may not act counter to the policies of the Presbytery or misuse the endorsement to claim greater authority than appropriate.

### **The limits of the Presbytery's endorsement**

The Presbytery's endorsement does not mean that Affinity groups have access to Presbytery funds or a claim on the staff's time. It does not permit the group to claim to speak on behalf of the whole Presbytery.

## **VIII. PERSONNEL**

As outlined in G-3.0110, the Presbytery may employ staff members to meet the ministry and mission needs of the church. Executive staff members--General Presbyter, Stated Clerk, & Treasurer--are elected by the Presbytery, while other staff members are appointed by the Administration Committee (see the Presbytery's Personnel Manual for further details). Those employed by the Presbytery as interim executive staff may, in extraordinary circumstances, be considered for permanent positions when to do so is in keeping with mission strategy and is approved by a three-quarter vote of the Presbytery. In every case, an open search shall be conducted.

### **General Presbyter**

1. The General Presbyter shall coordinate ministry, mission, and relationship-building, as these are

the core values of the Presbytery of West Virginia. ~~The General Presbyter shall be the facilitator of the Presbytery and fulfill the responsibilities outlined in the *Book of Order* G-9.0701.~~ **The General Presbyter shall be the administrator of the Presbytery, accountable to Presbytery through the Leadership Team for the implementation of decisions and matters of strategy, program and resources.**

2. The General Presbyter shall be elected using an open search process. The Nominating Committee is responsible for nominating the search committee in consultation with the Leadership Team and the Administration Committee, which the Presbytery then elects to service.
3. The Administration Committee will conduct an annual performance review of the General Presbyter. Two members of the Leadership Team (appointed by its Chair) shall actively participate in the review. Additional hiring, performance review, and termination information may be found in the Presbytery's Personnel Manual.

#### **Stated Clerk**

1. As detailed in Section V of this Manual, the Stated Clerk is ecclesiastical officer, custodian of rolls and records, and parliamentarian of the Presbytery.
2. The Stated Clerk shall be elected by the Presbytery on the recommendation of a Search Committee appointed by and working under the Administration Committee. This Search Committee will include voices from Administration as well as other committees and members of the Presbytery to ensure diversity and representation in decision-making.
3. Hiring, performance review, and termination information may be found in the Presbytery's Personnel Manual.

#### **Treasurer**

1. As detailed in Section V of this Manual, the Treasurer is the financial officer and custodian of financial records of the Presbytery.
2. The Treasurer shall be elected by the Presbytery on the recommendation of a Search Committee appointed by and working under the Administration Committee. This Search Committee will include voices from Administration as well as other committees and members of the Presbytery to ensure diversity and representation in decision-making.
3. Hiring, performance review, and termination information may be found in the Presbytery's Personnel Manual.

#### **Participation and Representation**

All administrative staff in the Presbytery shall be filled in accordance with the principles of participation and representation found in the *Book of Order*, ~~G-3.0110~~ **G3.0103**.

#### **Other Staff**

The Administration Committee may hire additional, non-executive staff to positions which fulfill the ministry and mission needs of the churches as outlined by the Leadership Team. These staff persons shall function in accord with this Manual, the Personnel Manual, and an approved position description, which shall include duties and responsibilities, accountability, the process of calling, terms of service, method of annual review of work, and the manner of reelection or termination of employment.

### **IX. INITIATION OF PRELIMINARY PROCEDURES IN JUDICIAL PROCESS**

When the Stated Clerk receives notification that the Presbytery is a respondent in a remedial case, as soon as possible the Stated Clerk shall notify the Moderator of Presbytery, who promptly shall appoint a Committee of Counsel of three persons as provided for in Section D-6.0300 of the *Book of Order*. These actions shall be reported to Presbytery at its next meeting.

When the Stated Clerk receives an accusation filed in accordance with Section D-10.0100 of the *Book of Order*, as soon as possible the Stated Clerk shall notify the Moderator of Presbytery, who promptly shall appoint an Investigating Committee of three to five persons as provided for in Section D-10.0201 of the *Book of Order*. These actions shall be reported to Presbytery at its next meeting.

When the Stated Clerk receives a request for an Inquiry for Vindication under Section D-9.0000 of the *Book of Order*, the Ministry Committee shall function as Presbytery's "appropriate committee" to ascertain whether it is proper to grant the request (D-9.0101a).

**X. SUSPENSION OF *MANUAL***

Presbytery may suspend this *Manual* for a specific purpose at a meeting by a two-thirds majority vote.

**XI. AMENDMENTS**

A majority vote will be necessary to amend this *Manual*, provided the proposed amendment was submitted to the Presbytery, in writing, at the previous stated meeting as information.

**APPENDIX G**  
THIRD AMENDMENT TO COVENANT By and Between  
THE PRESBYTERY OF WEST VIRGINIA and  
THE FRIENDS OF BLUESTONE

This **THIRD AMENDMENT** (the "Amendment"), dated as of the latest signature date, to the Covenant (as defined below) is entered into by and between The Presbytery of West Virginia, a non-profit organization, with offices in South Charleston, West Virginia ("PWV"), and The Friends of Bluestone, a West Virginia non-profit corporation with offices in Charleston, West Virginia ("FOB"). PWV and FOB are each a "Party" and collectively the "Parties".

WITNESSETH

WHEREAS, the Initial Term of the Covenant terminates, on December 31, 2012; and,

WHEREAS, the FOB has met the provisions Article 1.2 of the Covenant; and,

WHEREAS, Article 1.3 of the Covenant provides that the Parties may mutually extend the agreement (First Renewal Term)

NOW, THEREFORE, both Parties desire to amend and revise this Covenant to sustain the ministry of Bluestone. The amended terms are as follows:

1. Article 1 -Term

- 1.1 The Third Renewal Term of this Covenant shall commence on January 1, 2015 and continue through December 31, 2020 during which the PWV and FOB will cooperatively work to develop financial support solutions for Bluestone, including, but not limited to, a capital campaign and facilitating increased retreat and usage revenue by the PWV and- outside groups.
- 1.2 At no point during the Term shall the cash contributions of the PWV be less than four (4) percent of the annual budget. The specific cash contributions of the PWV and the FOB shall be determined in 2017 (for 2018, 2019, & 2020) during the Fourth Renewal Term of the Covenant.
- 1.3 During 2015, Friends of Bluestone and the Bluestone Committee will engage in communication around a major gifts campaign plan.
- 1.4 Upon expiration of the Third Renewal Term, the cash contributions from FOB will be measured against 90 of the accumulative goals set forth in Article 5. Should that benchmark not be achieved, this agreement shall terminate automatically.
- 1.5 Should the goals described in Article 1.4 be satisfied, a continuation of the Covenant beyond expiration of the Third Renewal Term, Additional Renewal Terms may be contemplated, and the Parties may mutually extend the agreement ( Fourth Renewal Term, etc) and update the Business Plan as shown in Article 5 for each agreed to time

period.

## 2. Article 5 - Funding Provision for the Renewal Term

### 5.1 Years 2015, 2016, 2017

- (a) As of 2014, PWV will account for and cover the Executive Director of Bluestone's salary package and property insurance expense.
- (b) FOB will plan to contribute a minimum of \$45,000 each year, disbursed as per Article 4, through the efforts of its annual fund, with an understanding that the amount contributed will be dependent upon actual amounts raised in any given year.

## 3. Definitions

Capitalized terms used herein shall have the same meaning as defined in the Covenant unless they are otherwise defined herein.

## 4. Conflicts

In the event of a conflict between the provisions of this Third Amendment and those of the Covenant, the provisions of this Third Amendment shall govern and control.

## 5. Entire Agreement

This Third Amendment contains the entire agreement of the Parties with respect to the Covenant, and hereby expressly supersedes and replaces any other agreement, whether written or oral, with respect thereto.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Third Amendment to be executed on their behalf by their respective representatives thereunto duly authorized as of the latest date written below.

## APPENDIX H

### History of the Mt. Pleasant Church

In 1783, John McCue was commissioned by the Presbytery of Hanover to become a missionary to the settlers west of the ridge of the Allegheny Mountains. Within a few weeks of his arrival, he established congregations at Renick, Lewisburg, and Monroe County. In Renick and Lewisburg, the congregations built sanctuaries, but the Church in Monroe County, called Good Hope, rotated its sites of worship between Greenville, Union, and Sinks Grove. So it continued until 1854, when the Good Hope was split into the Centerville Church at Greenville, the Union Church, and the Mt. Pleasant Church at Sinks Grove. Of the 332 adherents to the Good Hope Church, 170 affiliated with the Mt. Pleasant Church.

For the next 100 years, the Mt. Pleasant Church prospered, benefitting from its location in an area with rich agriculture and a thriving commercial center at Sinks Grove, in addition to outstanding ministerial leadership. In the 19<sup>th</sup> century, the congregation was served by notables, which included John McElhenney, Samuel Rutherford Houston, and Matthew Lacy. In the early 20<sup>th</sup> century, ministers included William Avery Benfield, who also served as Stated Clerk of the Presbytery of Greenbrier, and John D. Arbuckle, who later became the Executive Secretary of the Presbytery of Greenbrier.

Although our association is long and our mutual history rich, the time has come to respect the wishes of the adherents of the Mt. Pleasant Church to sever their relationship with the Presbytery of West Virginia. It is painful and sad to say goodbye to a family member which has shared 232 years of history with us. We can either mourn this event as a death or celebrate the resurrection which continues in the witness of Mt. Pleasant. We pray that they will raise their congregation into a vibrant community church, continuing the rich witness of the Presbyterian Congregation which was first established in the Sinks Grove community in 1783.

We, also, celebrate the resurrection which continues in our midst. Lloyd Courtney in his book, The Church on the Western Waters, wrote: "No less than nineteen men have gone from the Mt. Pleasant Church into the work of the gospel ministry, and five women from its congregation have become missionaries in its work either in the home or foreign lands" (pp. 79-80). Among the nineteen was William Avery Benfield, Jr., affectionately called Benny, who served as the Moderator of the 1970 General Assembly of the Presbyterian Church in the United States while serving as Pastor of the first Presbyterian Church of Charleston, WV (1963 -- 1979).

Benny Benfield was the best known ambassador of Christ nurtured in the Mt. Pleasant Church, but he was only one of thousands who spent their formative years in Sinks Grove going forth to celebrate resurrection throughout the churches of our Presbytery and General Assembly. Approximately 7% of the Old Stone Congregation is either a grandchild or great grandchild of Mt. Pleasant. Among the adherents to the Bream Memorial Church is a great granddaughter, whom our present Moderator had the wisdom to wed.

Today, we celebrate a rich history and a vibrant embodiment of resurrection in the countless thousands nurtured in our sister congregation. As we begin a new relationship, we rejoice in the continuing witness of the Mt. Pleasant Presbyterian Church (USA).

# APPENDIX I

Presbytery of West Virginia  
Budget vs. Actual  
January through March 2015

## COMPOSITE BY COMMITTEE

	YTD (03/31/15)	Budget	% of Budget	Restricted Fund Support
ADMINISTRATION	158,862.72	614,530.00	25.9%	55,500.00
BLUESTONE	0.00	3,500.00	0.0%	2,500.00
LEADERSHIP	1,961.76	14,000.00	14.0%	
MINISTRY	2,747.90	21,400.00	12.8%	7,000.00
MISSIONS	0.00	54,500.00	0.0%	35,500.00
NOMINATING	0.00	200.00	0.0%	
NURTURE	(78.85)	22,000.00	-0.4%	8,000.00
PERMANENT JUDICIAL COMMISSION	0.00	300.00	0.0%	
PRESBYTERIAN WOMEN	820.00	4,920.00	16.7%	
RELATIONS	332.28	13,000.00	2.6%	
REPRESENTATIONS	0.00	100.00	0.0%	
STEWARDSHIP	0.00	26,500.00	0.0%	15,000.00
TRUSTEES	0.00	2,000.00	0.0%	
VOCATIONS	3,424.64	22,400.00	15.3%	18,000.00
<b>TOTALS</b>	<b>\$ 168,070.45</b>	<b>\$ 799,350.00</b>	<b>21.0%</b>	<b>\$ 141,500.00</b>

Presbytery of West Virginia  
Budget vs. Actual  
YTD March 2015

ADMINISTRATION		As of 03/31/15		Budget		% of Budget		Restricted Fund Support	
OFFICE EXPENSES									
5105 • Postage		358.95						43,500	Mission Development Fund
5110 • Supplies		3,347.88						12,000	Funds of PWV
5115 • Publications & Subscriptions									
5117 • Presbytery Directory		0.00							
5120 • Telephone		0.00							
5125 • Utilities		1,039.07							
5130 • Cleaning/Bldg Maintenance		1,436.78							
5135 • Equipment		1,285.00							
5140 • Equipment Maintenance		0.00							
5150 • Staff Expenses		1,200.00							
5155 • Insurance - Property		2,787.63							
5160 • Bad Debt Expense		3,821.00							
5165 • Web Site Maintenance		49.03							
5168 • Internet Service		0.00							
5180 • Bank service fees		393.75							
5185 • Miscellaneous		224.70							
TOTAL OFFICE EXPENSE		15,962.79		65,000		24.6%		55,500	
SALARY & PERSONNEL EXPENSE									
All Salaries (including housing & utilities)									
Pension Expense		89,267.00		342,745		25.9%			
Medical Insurance Expense		10,634.89		41,130		25.9%			
Payroll Taxes		25,638.68		99,487		25.8%			
Workers' Compensation		5,077.72		25,668		19.0%			
Continuing Education & Professional Expense		400.25		1,600		25.0%			
Travel & Program Expense		4,560.85		12,400		36.8%			
Moving Expense		6,630.29		23,000		28.8%			
TOTAL SALARY & PERSONNEL EXPENSE		276.79							
COMMITTEE EXPENSE		141,486.57							
5370 • GNP search		526.02							
7030 • Consultant Fees		0.00		1,000		0.0%			
7050 • Staff Development		827.86		1,000		82.8%			
7090 • Committee Meetings		59.48		500		11.9%			
TOTAL COMMITTEE EXPENSE		1,413.36							
		\$ 158,862.72	\$	614,530		25.9%			
BLUESTONE									
CAMP, CONFERENCE, RETREAT MINST									
7240 • CIT Support		0.00		2,500		0.0%		2,500	Rachel McClintic Fund
7290 • Committee Meetings		0.00		1,000		0.0%			
		\$ -	\$	3,500		0.0%			



Presbytery of West Virginia  
Budget vs. Actual  
YTD March 2015

	As of 03/31/15		Budget	% of Budget	Restricted Fund Support
<b>LEADERSHIP TEAM</b>					
5310 • Leadership Team/Council	1,961.76		14,000	14.0%	
<b>MINISTRY</b>					
<b>CONGREGATIONAL DEVELOPMENT</b>					
6006 • Mission Inside	0.00		5,000	0.0%	5,000 Mission Development Fund
<b>COMMITTEE ON MINISTRY</b>					
6130 • CLP Training (cont. ed.)	0.00		500	0.0%	
6140 • Ministry Training	0.00		500	0.0%	
6145 • Kanawha Pastoral Care Center	0.00		1,500	0.0%	
6160 • Professional Development	0.00		3,500	0.0%	
6166 • Church Professional Orientation	0.00		1,000	0.0%	
6170 • COM Resources	0.00		500	0.0%	
6175 • Congregational Care Travel	28.80		500	5.7%	
6180 • Consultation & Mediation	65.54				
6185 • Miscellaneous	0.00		400	0.0%	
6189 • Emergency Church Assistance	0.00		2,000	0.0%	
6190 • Committee Meetings	2,653.76		6,000	44.2%	2,000 Small Church Fund
	<b>\$ 2,747.90</b>	<b>\$</b>	<b>21,400</b>	<b>12.8%</b>	
<b>MISSIONS</b>					
<b>CONGREGATIONAL DEVELOPMENT</b>					
6076 • Missional Church Resources	0.00		250	0.0%	
6077 • Missional Church Development	0.00		10,000	0.0%	
6080 • New Transformation Initiatives	0.00		1,750	0.0%	
<b>SOCIAL &amp; ECUMENICAL MINISTRIES</b>					
Local/Regional Mission Support TBD					
6710 • Davis-Stuart	0.00		0	0.0%	
6732 • Davis & Elkins College	0.00		0	0.0%	
6740 • PHEWA Life Membership	0.00		250	0.0%	
6760 • The Shack NH Support	0.00		15,750	0.0%	15,750 Mission Development Fund
• Bread of Life	0.00		0	0.0%	
6762 • United Christian Food Pantry	0.00		0	0.0%	
6763 • Galehouse	0.00		0	0.0%	
• Covenant House	0.00		0	0.0%	
6765 • Tyrand Coop. Ministry Support	0.00		0	0.0%	
6770 • Westminster Foundation	0.00		2,500	0.0%	2,500 Midland Memorial
6780 • WV Min. of Advocacy & Workcamps	0.00		1,500	0.0%	
6790 • Committee Meetings	0.00		15,750	0.0%	15,750 Mission Development Fund
<b>MISSION INTERPRETATION &amp; STWDSH</b>					
7110 • Mission Itineration	0.00		1,000	0.0%	
7130 • Kenya Partnership	0.00		250	0.0%	
7150 • Stewardship Education	0.00		1,500	0.0%	1,500 Kenya Partnership

7165 • CEPAD  
7193 • Conferences Support

As of 03/31/15	Budget	% of Budget
0.00	3,000	0.0%
Restricted Fund Support		

\$	-	\$	54,500	1,000	0.0%
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## 5320 - Nominating Committee

## CHRISTIAN NURTURE & WORSHIP

6320 - Resource Center Acquisitions	269.33	1,350	20.0%
6321 - Resource Ctr. - Supplies/Equip.	0.00	400	0.0%
6322 - Resource Ctr. - Subscriptions	104.34	700	15.0%
6323 - Resource Ctr. - Catalog Program	0.00	550	0.0%
6330 - Festival of Faith	(1,853.54)	500	-366.7%
6332 - Church Educators Support	285.11	400	71.3%
6335 - Educator/Clergy/CLP Retreat	487.65	1,000	48.8%
6345 - Younger Youth Retreat	(164.19)	1,600	-10.3%
6348 - Older Elementary Event	0.00	500	0.0%
6350 - Older Youth Retreat	(70.00)	1,500	-4.4%
6355 - HS Youth Conf. Mission Trip	457.00	8,000	5.8%
6358 - Middle School Conf & Work Camp	0.00	500	0.0%
6360 - Youth Council	78.47	500	15.7%
6370 - Adult Spiritual Development	113.41	1,000	11.3%
6390 - Scholarships	0.00	2,000	0.0%
6382 - Presbytery Worship	0.00	600	0.0%
6385 - Miscellaneous	10.01	200	5.0%
6390 - Committee Meetings	172.96	800	28.8%
	\$ (78.85)	\$ 22,000	-0.4%

## 5305 - Permanent Judicial Commission

## 7310 • Presbyterian Women Support

## GOVERNING BODY EXPENSE

5410 • Presbytery Meetings	549.55	1,000	54.9%
5415 • Moderator Expenses	0.00	1,000	0.0%
5420 • General Assembly	95.48	0	100.0%
5430 • Synod	0.00		
5450 • Denominational Resources	(470.00)		
5480 • Cluster Superintendents	0.00	10,000	0.0%

Presbytery of West Virginia  
Budget vs. Actual  
YTD March 2015

	As of 03/31/15		Budget		% of Budget		
5490 • Relations Committee Expenses	158.24		1,000		15.8%		Restricted Fund Support
<b>REPRESENTATION</b>							
5315 • Committee on Representation	0.00		100.00		0.0%		
<b>STEWARDSHIP</b>							
<b>FINANCE &amp; DEVELOPMENT</b>							
5355 • Transition Expenses	0.00		0		0.0%		
6545 • Outside CPA Costs	0.00		11,000		0.0%		
6550 • Brick & Mortar Grants	0.00		15,000		0.0%		15,000 Small Church Fund - \$5K, Funds of PWV - \$10K
6590 • Committee Meetings	0.00		500		0.0%		
<b>TRUSTEES</b>							
5325 • Trustees	0.00		2,000		0.0%		
<b>VOCATIONS</b>							
<b>PREPARATION FOR MINISTRY</b>							
6210 • Care of Candidates	135.00		1,000		13.5%		
6220 • Annual Consultation	0.00		1,000		0.0%		
6230 • Career Counseling	0.00		5,000		0.0%		
6240 • Scholarships	0.00		900		0.0%		5,000 Bush Fund
6250 • Conferences	3,173.30		13,000		24.4%		
6260 • ALP/CLP Preparation Program	116.34		1,500		7.8%		13,000 Small Church Fund - \$10K, Funds of PWV - \$3K
6290 • Committee Meetings							
<b>TOTAL</b>	\$ 3,424.64	\$	22,400		15.3%		
	\$ 168,070.45	\$	799,350		21.0%		\$141,500

	As of 03/31/15		
<b>REVENUE IN SUPPORT OF BUDGET</b>			
Shared Mission (net of GA & Synod support)	46,114		412,700
Per Capita (net of GA & Synod support)	22,353		188,850
Previous Year Shared Mission & Per Capita	11,090		
Outside Funding (Presby, Housing & PHP)	5,300		46,300
Small Business Healthcare Tax Credit	0		0
Interest & Gifts	5,157		10,000
Restricted Fund Support	17,641		141,500
<b>TOTAL</b>	\$ 108,655	\$	799,350

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of March 31, 2015

	<u>03/31/15</u>	<u>03/31/14</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1005 • Petty Cash	250.00	250.00
1012 • Payroll - WesBanco Bank	537.42	32.86
1020 • Cash - United Bank Checking	25,393.46	44,434.77
1022 • Cash - United Bank Sweep Acct	124,085.13	191,067.99
1023 • WV Federal Credit Union	226,388.06	225,710.02
1029 • First Community Bank - Fr. Crk.	15,700.36	15,700.36
1030 • Wells Fargo - MDF		
1032 • Equities -- Index Fund	1,023,948.81	937,530.17
1035 • Fixed Income	634,325.53	604,464.39
<b>Total 1030 • Wells Fargo - MDF</b>	<u>1,658,274.34</u>	<u>1,541,994.56</u>
1050 • Wells Fargo Money Market		
1051 • Wells Fargo MM - PWV	37,817.85	30,105.15
1052 • Kay Long Memorial Fund	8,402.26	8,388.54
1053 • Molly Gant Scholarship Fund	10,892.78	12,807.08
1054 • Kenya Partnership	10,938.25	10,277.32
1055 • Presbyterian Hunger Program	19,253.46	25,583.86
1056 • Pack Endowment Fund	205,064.78	203,966.31
<b>Total 1050 • Wells Fargo Money Market</b>	<u>292,369.38</u>	<u>291,128.26</u>
<b>INVESTMENTS</b>		
1070 • New Covenant Funds of PWV	261,744.21	241,374.09
1072 • New Covenant New Ch. Devel	121,910.85	112,423.18
1074 • New Covenant PEPS	3,338.40	3,078.55
1075 • New Covenant Slaughter	775.71	729.21
1076 • New Covenant Riner	53,389.24	49,234.34
1077 • New Covenant Scholarship	11,831.18	11,121.86
1078 • New Covenant Seminary Student	23,980.78	22,114.50
1079 • New Covenant Dickinson	40,032.88	36,917.35
1080 • New Covenant Bush Fund	171,835.18	158,462.34
1081 • New Covenant Goin Estate	56.96	52.58
1084 • New Covenant Midland Mem.	74,868.59	69,042.05
1086 • New Covenant Lee Beard	682.37	641.48
1087 • New Covenant Small Church	959,707.71	885,019.19
1090 • T Rowe Price - Rachel McClintic	863,945.47	802,719.96
<b>Total INVESTMENTS</b>	<u>2,588,099.53</u>	<u>2,392,930.68</u>
<b>Total Checking/Savings</b>	4,931,097.68	4,703,249.50

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of March 31, 2015

	<u>03/31/15</u>	<u>03/31/14</u>
Accounts Receivable		
1210 · Accounts Receivable	125.60	0.00
Total Accounts Receivable	<u>125.60</u>	<u>0.00</u>
Other Current Assets		
1220 · Notes Receivable MDF	21,029.07	24,219.63
1240 · Notes Receivable Riner	29,000.00	24,000.00
1309 · Notes Receivable R. McClintic	140,356.01	145,241.01
1450 · Workers Comp Deposit	247.09	247.09
Total Other Current Assets	<u>190,632.17</u>	<u>193,707.73</u>
Total Current Assets	5,121,855.45	4,896,957.23
Fixed Assets		
1510 · Land	58,000.00	58,000.00
1520 · Building & Grounds	299,782.00	299,782.00
1530 · Furniture & Fixtures	12,624.20	12,624.20
1540 · Capital Equipment	27,226.11	27,226.11
1550 · Software	10,022.51	10,022.51
1590 · Accumulated Depreciation	-234,126.73	-223,126.73
Total Fixed Assets	<u>173,528.09</u>	<u>184,528.09</u>
TOTAL ASSETS	<u>5,295,383.54</u>	<u>5,081,485.32</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2010 · Benevolence Receipts Payable	129,977.00	648.13
Payroll Liabilities	212.39	2,523.08
Total Other Current Liabilities	<u>130,189.39</u>	<u>3,171.21</u>
2200 · Deferred Revenue	7,240.00	0.00
Total Liabilities	<u>137,429.39</u>	<u>3,171.21</u>
Equity		
3010 · Fund Balance Funds of PWV	889,395.19	889,395.19
3011 · Fund Balance - MDF	1,523,254.89	1,523,254.89
3012 · Fund Balance New Ch. Devel	111,325.16	111,325.16

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of March 31, 2015

	<u>03/31/15</u>	<u>03/31/14</u>
3013 • Fund Balance Hunger Prog	15,231.56	15,231.56
3014 • Fund Balance PEPS	3,048.49	3,048.49
3015 • Fund Balance Slaughter	721.80	721.80
3016 • Fund Balance Riner	72,774.37	72,774.37
3017 • Fund Balance Scholarship	11,008.80	11,008.80
3018 • Fund Balance Seminary Student	21,898.49	21,898.49
3019 • Fund Balance Dickinson	36,556.74	36,556.74
3020 • Fund Balance Bush Fund	156,940.69	156,940.69
3021 • Fund Balance Goin Estate	52.04	52.04
3024 • Fund Balance Midland Mem.	68,380.75	68,380.75
3026 • Fund Balance Lee Beard	634.96	634.96
3027 • Fund Balance Small Church	876,375.00	876,375.00
3028 • Fund Balance Kenya Partnership	9,306.11	9,306.11
3029 • Fund Balance Rachel McClintic	941,522.55	941,522.55
3030 • Fund Balance Kay Long Memorial	8,375.33	8,375.33
3031 • Fund Balance Molly Gant Fund	12,786.90	12,786.90
3032 • Fund Balance Pack Endowment	203,751.47	203,751.47
Net Income	194,612.86	114,972.82
Total Equity	<u>5,157,954.15</u>	<u>5,078,314.11</u>
 TOTAL LIABILITIES & EQUITY	 <u>5,295,383.54</u>	 <u>5,081,485.32</u>



2015 Benevolence Pledging & Per Capita Assessment -- alpha by Church					
Church	2015 PLEDGE	2015 Giving at 3/31/15	12/31/13 Mbrship.	2015 Per Capita (\$28.50/mbr)	Per Capita Rec'd at 3/31/15
Alderson			12	342	
Alexander Memorial		240	8	228	228
Anderson Memorial	1,000		35	998	
Arthurdale	2,400		53	1,511	
Bates Memorial			155	4,418	
Baxter	500		13	371	
Beckley		3,399	265	7,553	1,889
Beechwood			87	2,480	
Belington		108	26	741	119
Belle	1,100	275	10	285	71
Bethlehem	110		18	513	
Beulah Humble			17	485	
Beverly			27	770	
Beverly Hills			52	1,482	
Big Spring			10	285	
Bluefield First		2,499	193	5,501	
Bradley			19	542	542
Bramwell			19	542	
Bream Memorial	3,000		194	5,529	
Bridgeport (all PWV in 2014)		933	128	3,648	771
Brush Creek			5	143	
Buckhannon First	1,800	450	30	855	216
Buffalo			4	114	
Canyon Community	1,000		6	171	
Centerville			39	1,112	
Ch. of the Covenant - Grafton	2,762	340	25	713	119
Charleston First	63,200		1,120	31,920	
Church of Our Saviour	1,850		16	456	
Clarksburg First	4,500		224	6,384	
Clear Creek			18	513	
Clifton	1,200	300	124	3,534	884
Clothier			10	285	
Colcord First	0		31	884	150
Comfort			15	428	
Davis Mem. - Elkins	12,271	4,443	193	5,501	1,374
Davis Mem. - Gassaway	680	180	30	855	143
Dunbar First	1,000	167	78	2,223	385
DuPont City			10	285	
Edgewood	5,000		106	3,021	
Eleanor			22	627	
Elk Hills	6,516	1,086	68	1,938	323
Enslow Park			169	4,817	803
Fairmont First		825	153	4,361	1,090
Falls View	1,600	420	12	342	100
Fayetteville	6,200	4,817	99	2,822	1,435
Fleming Memorial	3,700		43	1,226	

Church	2015 PLEDGE	2015 Giving at 3/31/15	12/31/13 Mbrship.	2015 Per Capita (\$28.50/mbr)	Per Capita Rec'd at 3/31/15
Frankford	1,500	375	25	713	178
Gilbert			51	1,454	
Glenville			18	513	
Grace Covenant		627	22	627	157
Harman			27	770	
Highlawn Huntington	18,500	3,083	178	5,073	846
Highlawn St. Alban's	6,400	1,066	77	2,195	366
Hinton First	2,100		26	741	
Hughes River/Cairo			19	542	
Huntington First			457	13,025	
Huntington Second			27	770	
Kanawha United			171	4,874	
Keller			7	200	200
Kenova			31	884	
Kesler Memorial			38	1,083	
Kingwood First		883	55	1,568	261
Kuhn Memorial	1,000	250	122	3,477	869
Lakeview			6	171	
Liberty	1,000		17	485	
Logan First	7,242	1,811	98	2,793	2,737
Mannington First			20	570	878
Marlinton			126	3,591	608
Marsh Fork	1,000		11	314	
McElhenney			12	342	
McKinnon	800		39	1,112	400
McLean			30	855	
Mill Creek			18	513	
Milton	1,000		31	884	
Mingo	100		16	456	114
Montgomery	1,700		11	314	
Morgantown First		2,170	246	7,011	1,270
Mount Hope			25	713	713
Mount Pleasant			31	884	
Nitro First	0		88	2,508	
Oak Grove			72	2,052	
Oak Hill First			30	855	
Old Stone	44,500	3,708	396	11,286	958
Parkersburg First	0		224	6,384	1,432
Parsons			29	827	
Philippi			12	342	
Pickens	250	250	6	171	171
Pineville		900	35	998	166
Pres. Ch of the Cov		1,850	95	2,708	456
Pt. Pleasant		578	118	3,363	290
Ravenswood First	2,750	2,750	31	884	1,145
Red Sulphur Springs	200	200	8	228	228
Richwood	1,850		31	884	
Ripley First	4,800	800	51	1,454	242



Church	2015 PLEDGE	2015 Giving at 3/31/15	12/31/13 Mbrship.	2015 Per Capita (\$28.50/mbr)	2015 Per Capita Rec'd at 3/31/15
Riverlawn		300	100	2,850	475
Rock Forge			31	884	
Rock Lake	11,250	2,813	141	4,019	1,005
Rome	130	30	15	428	71
Ronceverte	1,800	450	79	2,252	584
Ruffner Memorial			47	1,340	
Salem	3,000	750	20	570	143
Smithers	1,200	300	16	456	256
South Charleston			201	5,729	1,497
South Park	1,800	450	18	513	128
Spencer			14	399	
Spring Creek	500		27	770	
Spring Valley		140	60	1,710	428
St. Albans First	4,300		233	6,641	
St. Andrew			161	4,589	3,202
St. Marys			17	485	
Sugar Grove	1,600	1,600	29	827	827
Summerlee			12	342	
Summersville	1,600	267	62	1,767	295
Teays Valley		1,800	236	6,726	1,260
Terra Alta First			25	713	
Thomas First	2,400	600	30	855	214
Trinity	0		26	741	
Tygarts Valley		693	29	827	827
Union	2,100		57	1,625	
Upper Glade	2,100		65	1,853	
Valley Bend		1,700	30	855	855
Village Chapel	17,000	1,966	254	7,239	599
Waverly-Bethel	1,100		21	599	
Welch First	2,100		22	627	
Westminster Chas.	7,200		25	713	
Westminster Vienna		1,000	83	2,366	594
Weston First	1,000	500	12	342	342
White Sulphur Springs	2,000	501	45	1,283	330
Whitesville First	0		21	599	
Whittico Memorial			7	200	
Williamson First			70	1,995	
Williamstown First	4,100		88	2,508	
Winfield	750		20	570	
Zion			34	969	
<b>TOTALS</b>	<b>287,111</b>	<b>57,642</b>	<b>9,788</b>	<b>278,958</b>	<b>39,252</b>
<i>Presbytery portion 80%</i>	229,689	46,114		188,855	
<i>GA portion 15%</i>	43,067	8,646		68,624	
<i>Synod portion 5%</i>	14,356	2,882		21,480	
65 churches pledged					

				2015	
	2015	2015	12/31/13	Per Capita	Per Capita Rec'd
Church	PLEDGE	Giving at 3/31/15	Mbrship.	(\$28.50/mbr)	at 3/31/15
% of budgeted \$\$\$	55.7%				

# **BLUESTONE CONFERENCE CENTER, INC**

## **Budget to Actual as of March 31, 2015**

<b>INCOME</b>	<b>03/31/15</b>	<b>Budget</b>	<b>% of Budget</b>	<b>03/15/14</b>
Presbytery support	-	-	-	10,651
Grant Subsidy - Rachel McClintic Fund	0.00	2,500	0.0%	0
Retreats - Bluestone Events	158.00	10,000	1.6%	308
Retreats - Presbyterian	0.00	12,000	0.0%	250
Retreats - Presbyterian Affiliate	-	-	-	0.00
Retreats - Non - Presbyterian	500.00	44,000	1.1%	3,250
Summer Camp Registrations	625.47	77,000	0.8%	2,450
Donations	8,725.34	34,500	25.3%	4,694
Friends of Bluestone	0.00	46,150	0.0%	2,000
Interest	0.38	-	-	1
Miscellaneous	0.00	-	-	0
<b>TOTAL INCOME</b>	<b>\$ 10,009.19</b>	<b>\$ 226,150</b>	<b>4.4%</b>	<b>\$ 23,603</b>
<b>EXPENSES</b>				
Salaries & Personnel	6,618.41	62,149	10.6%	20,384
Office & Administration	3,216.60	10,739	30.0%	3,423
Bluestone Committee expense	0.00	800	0.0%	0
Plant & Operation	7,473.67	113,512	6.6%	8,897
Summer Staff & Salary	436.67	25,250	1.7%	0
Summer Program	0.00	3,700	0.0%	64
Summer Camp Trips	400.00	10,000	4.0%	71
<b>TOTAL EXPENSE</b>	<b>\$ 18,145.35</b>	<b>\$ 226,150</b>	<b>8.0%</b>	<b>\$ 32,838</b>

NET LOSS (excluding store acct. & depreciation expense) = (\$8,136.16)

## **BALANCE SHEET**

	<b>03/31/15</b>	<b>03/31/14</b>
<b>ASSETS</b>		
Current Assets	9,829.34	4,921
Property & Equipment (net of depreciation)	126,855.87	126,856
<b>TOTAL ASSETS</b>	<b>\$ 136,685.21</b>	<b>\$ 131,777</b>
<b>LIABILITIES</b>		
Current Liabilities	544.66	560
Long Term Debt	21,028.07	24,219
<b>TOTAL LIABILITIES</b>	<b>\$ 21,572.73</b>	<b>\$ 24,778</b>
<b>EQUITY</b>	<b>115,112.48</b>	<b>106,998</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 136,685.21</b>	<b>\$ 131,777</b>

**Friends of Bluestone, Inc.**  
**BALANCE SHEET**  
**As of April 30, 2015 and 2014**  
**ASSETS**

	<u>2015</u>	<u>2014</u>
<b>CURRENT ASSETS</b>		
Cash - BB&T	\$ 10,820.04	\$ 9,478.47
Restricted Funds	5,899.15	4,930.00
Cash in Transit - Thriva/PayPal	0.00	200.00
<b>Total Current Assets</b>	<u>16,719.19</u>	<u>14,608.47</u>
<b>PROPERTY AND EQUIPMENT</b>		
Equipment	<u>2,200.00</u>	<u>2,200.00</u>
<b>Net Property and Equipment</b>	<u>2,200.00</u>	<u>2,200.00</u>
<b>TOTAL ASSETS</b>	<u>\$ 18,919.19</u>	<u>\$ 16,808.47</u>

**LIABILITIES AND STOCKHOLDERS' EQUITY**

	<u>2015</u>	<u>2014</u>
<b>CURRENT LIABILITIES</b>		
<b>LONG-TERM LIABILITIES</b>		
<b>FUND BALANCE</b>		
Fund Asset Balance	<u>18,919.19</u>	<u>16,808.47</u>
<b>Total Fund Balance</b>	<u>18,919.19</u>	<u>16,808.47</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u>\$ 18,919.19</u>	<u>\$ 16,808.47</u>

**Friends of Bluestone, Inc.**  
**INCOME STATEMENT**

	1 Month Ended April 30, 2015	1 Month Ended April 30, 2014	4 Months Ended April 30, 2015	4 Months Ended April 30, 2014
<b>Income</b>				
Donations - Churches	\$ 2,350.00	\$ 311.00	\$ 3,380.00	\$ 2,856.00
Donations - Individuals	1,075.00	1,298.40	2,325.00	2,388.40
Donations - Foundations	0.00	25.00	9.50	25.00
Donations - Restricted	0.00	13,000.00	0.00	13,000.00
Fundraiser - Other	0.00	1,317.00	0.00	1,467.00
Golf Tournament Sponsors	1,020.00	900.00	1,020.00	900.00
Golf Registrations	360.00	760.00	360.00	760.00
Interest Earned	0.14	0.25	0.60	0.58
<b>Total Income</b>	<u>4,805.14</u>	<u>17,611.65</u>	<u>7,095.10</u>	<u>21,396.98</u>
<b>Operating Expenses</b>				
<b>Distributions to Presbytery</b>				
Camp - Major Repairs	0.00	0.00	0.00	4,000.00
Camp - Major Improvements	0.00	13,000.00	0.00	13,000.00
Camp - General Operating Expenses	0.00	0.00	0.00	2,000.00
<b>Total Distributions to Presbytery</b>	<u>0.00</u>	<u>13,000.00</u>	<u>0.00</u>	<u>19,000.00</u>
<b>Direct Expenses</b>				
FOB General Operating Expenses	10,000.00	0.00	10,000.00	0.00
Admin Supplies	0.00	0.00	32.45	0.00
Thrive/PayPal Discount Fee	19.74	45.93	34.18	34.62
Postage	0.00	0.00	31.20	38.18
Fundraising Expenses	0.00	2,434.66	0.00	2,813.66
Licenses & Fees	0.00	25.00	0.00	25.00
<b>Total Direct Expenses</b>	<u>10,019.74</u>	<u>2,505.59</u>	<u>10,097.83</u>	<u>2,911.46</u>
<b>Total Operating Expenses</b>	<u>10,019.74</u>	<u>15,505.59</u>	<u>10,097.83</u>	<u>21,911.46</u>
<b>Net Income (Loss)</b>	<u>\$ (5,214.60)</u>	<u>\$ 2,106.06</u>	<u>\$ (3,002.73)</u>	<u>\$ (514.48)</u>

# **APPENDIX J** **PASTOR COMPENSATION REPORT**

CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Alderson	Temp Supply																
Alexander Memorial (19% Upper Pocahontas)	Position Vacant																
*Anderson Memorial	Temp Supply																
*Bates Memorial	Temp Supply																
Baxter (29% Upper Pocahontas)	Position Vacant																
Becidley	Pastor	39,160	39,160	25,000	25,000												
Beechwood	Pastor	16,218	16,786	10,200	10,200					5,312	5,312	1,000	1,000	1,391	3,233		
Bellington (Yoked w/Beverly & Tyg Val.)	Pastor	31,666	31,666	9,500	9,500			3,200	3,200	2,187	2,052		1,000	1,020			
*Belle	Stated Supply									3,674	3,674	7,600	6,067	1,000	1,000		Yoke Total
Bethlehem	Position Vacant																
Beulah Humble	Position Vacant																
Beverly (Yoked w/Bellington & Tyg Val.)	Pastor	31,666	31,666	9,500	9,500			3,200	3,200	3,674	3,674	7,600	7,600	1,000	1,000		Yoke Total
*Beverly Hills	Stated Supply																
Big Spring	Position Vacant																
*Bradley (see Mount Hope)	CRE																
Bramwell	Position Vacant																
Bream	Pastor	27,642	33,844	34,500	29,230					4,750	4,825	1,800	1,800	2,000	2,000		1,000.00 Expense



CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Bridgeport	Pastor	33,840	32,640														
*Brush Creek	Stated Supply																
Buffalo	Position Vacant																
Canyon	Position Vacant																
Community	Position Vacant																
Centerville	Position Vacant																
Church of the Covenant, Grafton	Pastor	26,132	26,132	13,217	13,217												
*Church of Our Savior, Clarksburg	Stated Supply										3,258		2,400		1,350		
*Clear Creek	CRE																
Clifton	Pastor	37,080	37,080			1,200	1,200	7,900	7,900	3,600	3,600	1,500	1,500	2,500	2,500		
*Clothier	Stated Supply																
*Comfort	CRE																
Community, Arthurdale	Position Vacant																
Davis Memorial (Elkins)	Pastor	44,710	44,710			8,400	8,400	4,250	4,250	4,542	4,542		Incl in profexp		Incl in profexp		5,000 Prof expenses
Davis Memorial (Elkins)	Associate Pastor	34,643	34,643			6,000	6,000	3,200	3,200	3,282	3,282		Incl in profexp		Incl in profexp		4,000 Prof expenses
Davis Memorial (Gassaway)	Pastor	30,740	30,740			500	500	3,500	3,500	3,232	3,233	3,000	3,000	1,000	1,000		
Dupont City	Stated Supply																
Edgewood	Pastor	16,500	16,500	5,000	5,000			2,000	2,000	1,946	2,046	2,400	2,000	1,000	1,000		
*Eleanor	CRE																

CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Elk Hills	CRE																
Enslow Park	Pastor	30,000	30,000	22,160	22,160			4,000	4,000	4,296	4,296	275	275	1,000	1,000		
*Falls View	CRE																
*Fayetteville	Stated Supply																
**First, Bluefield	Pastor	32,272		11,300				3,300		3,881		3,300			1,200		
**First, Buckhannon	Pastor	32,140				500		3,200		3,605		1,000			1,200		
First, Charleston	Pastor	71,125	71,125	35,000	35,000			5,000	5,000	9,201	9,201	2,000	2,000	2,000	2,000		4,000 (Med. Re)
First, Charleston	Associate Pastor	37,360	36,360	29,000	30,000			3,000		5,743	5,743	1,500	1,500	1,800	1,800		4,000 (Med. Re)
First, Clarksburg	Pastor	33,900	34,389	15,000	15,000					4,123	5,089	3,000	3,000	1,000	1,000		
*First, Colcord	CRE																
*First, Dunbar	Temp Supply																
**First, Fairmont	Pastor	18,780		27,600						3,719.19				2,000			1,200 Prof. Exp.
First, Hinton	Position Vacant																
First, Huntington	Pastor	51,000	53,730	40,000	40,000												
First, Huntington	Associate Pastor	48,436	49,889	18,162	18,707					7,535	7,761	2,538	2,156	2,400	2,400		1,000.00 Prof. Exp.
*First, Kenova	CRE									5,514	5,680	2,400	2,400	1,500	1,500		500.00 Prof. Exp.
*First, Kingwood	CRE																
*First, Logan	CRE																
First, Mannington	Position Vacant					500											
*First, Morgantown	Interim Pastor																



CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
First, Mullens	Position Vacant																
First, Nitro	Pastor	26,166	26,166	15,000	15,000			3,200	3,200	3,674	3,674	4,800	3,600	1,000	1,000		
*First, Oak Hill	CRE																
*First, Parkersburg	Pastor	38,842	38,842	17,000	18,500												
*First United, Ravenswood (yoked with First, Ripley)	Interim Pastor									4,748	4,748	1,000	1,000	1,000	1,000		2,500 Med reimburs
*First, Ripley (yoked with First United, Ravenswood)	Interim Pastor																
First, St. Albans	Pastor	35,798	36,529	12,000	12,000			4,000	4,000	3,901	3,993	1,600	1,600	1,000	1,000		
*First, South Charleston	Interim Pastor																
First, Terra Alta	Position Vacant																
First, Thomas	Position Vacant																
*First, Welch	Temp Supply																
*First, Weston	Temp Supply																
First, White Sulphur Springs	Position Vacant																
First, Whitesville	Position Vacant																
First, Williamson	Position Vacant																

CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
**First, Williamstown (Yoked with Waverly-Bethel)	Pastor	25,333		7,600				2,560		2,939		800		800			Yoke Portion
Fleming Memorial	Position Vacant																
*Frankford	Temp Supply																
Gilbert	Position Vacant																
*Glenville	Pastor		35,000														
Grace Covenant	Position Vacant						500		6,000		3,941		2,000		1,000		
Harman	Position Vacant																
**Highlawn, Huntington	Pastor	33,350	28,350	20,000	25,750			5,000	6,000	4,831.38	4,976.28	2,000	2,000	1,200	1,200		1,000 Dental
Highlawn, St. Albans	Pastor	29,527	29,962	10,500	10,500			4,000	4,000	3,683	3,681	1,500	1,500	1,500	1,500		
*Hughes River, Cairo	Lay Supply																
Kanawha United	Pastor	40,000	40,000	19,000	19,000					5,800	5,800	3,800	3,800	2,000	1,000		
Keller	Pastor Emeritus																
*Kessler Memorial	Lay Supply																
Kuhn Memorial	Designated Pastor	31,666	32,416			500	500	3,000	3,000	3,384	3,464	4,718	1,800	1,000	1,000		
Lakeview	Position Vacant																
Liberty (53% Upper Pocahontas)	Position Vacant																
*Marlington	Interim Pastor																



CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Marsh Fork United	CRE																
*Marsh Fork United	CRE																
McElhenney	Pastor Emeritus																
McKinnon	Pastor			22,530.90	22,530.90												
*McLean	Stated Supply											700	700	500	500		
*Mill Creek	Lay Supply																
*Milton	CRE																
Mingo	Position Vacant																
*Montgomery	CRE																
*Mount Hope (see Bradley)	CRE																
Mount Pleasant	Position Vacant																
Oak Grove	Designated Pastor	31,666	33,000			500	500	3,200	3,200	3,334	3,444.48	2,000	2,000	1,000	1,000		
*Old Stone	Interim Pastor																
Orgas	Position Vacant																
Parsons	Position Vacant																
*Phillipi	Stated Supply																
Pickens (see Zion)	Position Vacant																
Pineville	Position Vacant																
**Point Pleasant	Pastor	31,667		9,500				3,200		3,674		2,500		1,000			
Presby Church of the Covenant	Pastor	26,132	26,132	13,217	13,217					3,258	3,258	2,400	2,400	1,350	1,350		

CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOCSEC 2014	SOCSEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Red Sulphur Springs	Lay Supply																
Richwood	Position Vacant																
Riverlawn	Pastor	35,243	36,358	14,500	14,500			6,000	6,000	4,604	4,604	1,500	1,500	1,500	1,500		1,000.00 (Med.)
Rock Forge	Position Vacant																
Rock Lake	Pastor	23,371.68	23,371.68	19,000	19,000					2,887.38	2,887.38	Incl prof expense	Incl prof expense	Incl prof expense	Incl prof expense		6054 Prof Exp.
*Rome	Temp Supply																
Roneverte	Pastor	33,000	35,000			1,000	1,000	4,000	4,000	3,960	3,960	1,000	1,000	1,000	1,000		
*Ruffner Memorial	CRE																
**St. Andrew	Pastor																
*St. Marys	Stated Supply																
*Spencer	Stated Supply																
*Salem	Stated Supply																
Second, Huntington	Pastor	31,666	23,750	9,500	7,125			3,200	2,400			1,200	3,666	750	1,000		600
*South Park	CRE																
*Spring Creek	CRE																
Spring Valley	Pastor	7,784.40	7,784.40	12,000	12,000			2,400	2,400	1,837	1,837	2,400	2,400	1,000	1,000		
*Smithers	Lay Supply																
*Sugar Grove	Stated Supply																
Summerlee	Position Vacant																
Summersville	Pastor	32,700	33,520	10,300	10,560			4,085	4,185	3,900	3,995	3,200	3,200	1,000	1,000		
*Teays Valley	Stated Supply			12,500													



CHURCH	TYPE	SALARY 2014	SALARY 2015	HOUSE 2014	HOUSE 2015	MANSE EQUIT 2014	MANSE EQUIT 2015	UTIL 2014	UTIL 2015	SOC SEC 2014	SOC SEC 2015	AUTO 2014	AUTO 2015	CONT ED 2014	CONT ED 2015	OTHER 2014	OTHER 2015
*Trinity	CRE																
Tygarts Valley (Yoked w/ Beverly & Belington)	Pastor	31,666	31,666	9,500	9,500			3,200	3,200	3,674	3,674	7,600	7,500	1,000	1,000		Yoke Total
*Union	CRE																
Upper Glade	Position Vacant																
*Valley Bend	Lay Supply																
Village Chapel	Pastor	38,500	38,500	20,000	20,000			3,000	3,000	5,890.05	5,890.05	1,500	1,500	1,200	1,200		1217.04 (Dent Ins.)
Waverly Bethel First (See Williamstown, First) Vacant	Pastor	6,333	6,333	1,900	1,900			640	640	735	735	200	200	200	200		Yoke Portion
*Westminster, Charleston	Lay Supply																
*Westminster, Vienna	CRE																
Whittico Memorial	Position Vacant																
*Winfield	Stated Supply																
Zion (see Pickens)	Position Vacant																

\*Approved Covenant for 2015 on file

\*\*Did not report for 2015

## APPENDIX K

### PROPOSAL ON THOSE SERVING AS INTERIM PASTORS BECOMING THE NEXT INSTALLED PASTOR OF A CONGREGATION

#### BACKGROUND

We believe that ministerial relationships are called into being by God. Furthermore, it is the desire of the Ministry Committee of the Presbytery of West Virginia to enable every congregation that can afford to call an ordained Teaching Elder to be installed as its Pastor, to do so.

During the time of transition between an installed Pastor, Co-Pastor, or Associate Pastor and the installed successor in a vacated position, it is usually appropriate for an Interim Pastor to fill the vacancy temporarily and minister to the congregation as they prepare for their next installed Pastor.

In 2011, the General Assembly of the Presbyterian Church (USA) approved a revision to the Book of Order, Part II of the Constitution of the Church that permits those serving in temporary relationships to be called as the next installed pastor of a particular congregation. The Book of Order states, “a teaching elder employed in a temporary pastoral relationship is ordinarily not eligible to serve as the next installed pastor, co-pastor, or associate pastor.” However, the Book of Order now allows presbyteries to permit an “exception” to the “ordinary” policy of ineligibility if the presbytery’s mission strategy is best served by granting such an exception. The granting of an exception must be approved by a 3/4 majority of the members present and voting at a Stated Meeting of the presbytery.

This Policy Statement is intended to provide guidance to Pastor Nominating Committees (PNCs), Teaching Elders (especially those serving in temporary Interim Pastor positions), and the Ministry Committee.

#### KEY ASSUMPTIONS

1. Calling a pastor is a congregation initiated process, carried out by the elected PNC, guided by the Holy Spirit.
2. During the time of transition, the developmental tasks of interim ministry are vital to the next installed pastoral relationship. These tasks must not be neglected or short-changed.
3. The integrity of the search process must be maintained. The search should proceed on the assumption of ineligibility of the interim pastor so that all candidates are considered fairly and without undue bias toward an ‘inside’ candidate.
4. We must maintain an openness to the Spirit’s leading without creating an arbitrary barrier.
5. As outlined in the Book of Order, a ‘high hurdle’ is not a ‘barrier’.
6. If it is God’s will that the interim pastor be installed, the circumstances of the search will produce a clear and compelling case for a policy exception.
7. A detailed presentation of these circumstances may result in support and approval by the Ministry Committee and the Presbytery at large.

#### POLICY

1. Interim pastors serving congregations within the Presbytery of West Virginia are ordinarily not eligible to serve as the next installed pastor in that same congregation.

2. An exception to the ordinary policy of ineligibility may be granted upon the presentation of a compelling case that demonstrates that the mission and ministry of the Presbytery is best served by allowing the exception.
3. The case, along with supporting data, must include a report by the PNC of the results of the search process over an extended period of time. The case must clearly demonstrate that no suitable candidates have been found.
4. The case must be presented to, and reviewed by, the Presbytery's Ministry Committee, which must determine that there is no evidence of significant conflict/disagreement within the congregation and the PNC regarding the request for exception.
5. The request of Presbytery for an exception to the ordinary policy of ineligibility, along with the recommendation and findings of the Ministry Committee, must be presented and approved by a 3/4 majority of the members of the Presbytery present and voting.

Based on these provisions, the Presbytery's policy on Interim Pastor eligibility is both consistent with the directives of the Book of Order and open to the leading of the Holy Spirit as each congregation, through its PNC, faithfully searches for its next installed pastor. While no Interim Pastor is initially eligible to fill the next installed position, each Interim Pastor may become eligible if, after a reasonable search process, the leading of the Holy Spirit makes clear that the mission of the presbytery and the ministry of the congregation would best be served by making an exception to our ordinary policy. Through the application of this policy, we expect that requests for exceptions will be possible, rare, and truly exceptional to the norm.

#### I. MINIMUM REQUIREMENTS OF A REQUEST FOR EXCEPTION

Steps 3 and 4 of the policy statement require the presentation of a compelling case to justify the request for an exception. It is incumbent on the PNC to document their work and to collect relevant data on their search process. This effort should begin immediately upon formation of the PNC. The following outline provides a roadmap to the type of information that should be gathered and that will be required should a request for exception become desired.

1. Evidence of a fair and open search process
  - a. Search of at least 6 months after the approval and posting of the Ministry Information Form (MIF). **Note:** *This will typically be 15 months after the vacancy occurs and 9-12 months after the Temporary Pastor is on the job.*
  - b. Completion of all appropriate executive and background checks on each candidate being officially interviewed
  - c. A detailed review with Ministry Committee (or designated sub-committee) of all candidates, including but not limited to:
    - i. number of Personal Information Forms (PIFs) or resumes received
    - ii. those not considered and why
    - iii. candidates interviewed and reasons for 'no match' decision
    - iv. other relevant information requested by the Ministry Committee
  - d. Review of written communication with all candidates not selected
  - e. Assessment of the search process by the PNC liaison and Ministry Committee's Transition Team

2. Evidence of completion of the developmental tasks of interim ministry
  - a. Review of periodic reports by the Interim Pastor
  - b. Detailed report by the Session and/or Transition Team on the progress on each developmental task
  - c. Assessment of progress of the developmental tasks by the Transition Team and General Presbyter and/or Associate Presbyter for Ministry
3. Evidence of a mutual sense of call between the Interim Pastor and the PNC
  - a. Results of separate, confidential interviews with a representative team of the Ministry Committee with the PNC concerning the status of the search and the sense of call to the Interim Pastor and with the Interim Pastor and his or her confidential expression of interest and willingness to be considered for the installed position
  - b. Assessment and recommendation of the General Presbyter and/or Associate Presbyter for Ministry
  - c. Assessment of the search process by the PNC liaison
4. Ministry Committee finding of no significant conflict/disagreement within the PNC and (to the extent possible) within the congregation regarding the request for a policy exception.

## II. PROCEDURE FOR REQUESTING AN EXCEPTION

1. Following a search process of at least 6 months after the approval and posting of the MIF, and after prayerful discernment that they may be led to the current Interim Pastor, the PNC and the Ministry Committee liaison ...
  - a. Schedule a meeting to discuss the status of the search with the General Presbyter and/or Associate Presbyter for Ministry and the Chair of the Ministry Committee or appropriate representative of the committee
  - b. Begin to assemble the documentation of the search process that would meet the requirements of a compelling case for an exception
2. The General Presbyter and/or Associate Presbyter for Ministry and the Ministry Committee Chair meet with the Interim Pastor to discuss the PNC's interest and the pastor's willingness to consider a call to the church. The PNC should not discuss their sense of call with the Interim Pastor. The pastor must not feel pressured to be open to their call. Based on the pastor's interest, the Ministry Committee authorizes ...
  - a. The PNC to consider the Interim Pastor as a candidate
  - b. The Interim Pastor to submit his/her PIF to the PNC
  - c. The PNC to resume the search process with the additional new candidate
  - d. The PNC to assemble the documentation necessary to support a request for an exception to the policy of ineligibility, assuming a mutual sense of call exists between the PNC and the Interim Pastor
3. The PNC prepares the case to support a request for an exception



4. The PNC presents the case to the appropriate sub-committee of the Ministry Committee. Be aware of the Stated Meeting schedule of the Presbytery and the Ministry Committee. Exceptions can only be considered at Stated Meetings of the Presbytery
5. The Ministry Committee either endorses, or fails to endorse, the request for an exception
6. The Ministry Committee Chair (not the PNC) informs the Interim Pastor of the Ministry Committee's position on the request for exception
7. The PNC decides whether to present their request to the Presbytery at-large
  - a. If the request is NOT pursued ... PNC continues the search process
  - b. If the request is pursued and approved by the Presbytery with a ¾ vote of those present at a Stated Meeting of the Presbytery... PNC prepares the call to the Interim Pastor
  - c. If the request is pursued and not approved by the ¾ vote of the Presbytery at a Stated Meeting... PNC resumes the search process with the Interim Pastor remaining ineligible

**APPENDIX L**  
**A COVENANT OF UNDERSTANDING BETWEEN DAVIS-STUART, INC.**  
**AND THE PRESBYTERY OF WEST VIRGINIA (2015-2020)**

**I. PURPOSE**

This instrument is to clearly define the covenant relationship between the Presbytery of West Virginia and Davis-Stuart, Inc., and to affirm their support of one another.

**II. HISTORY**

Since 1919 Davis-Stuart, Inc. has a proud and rich history of serving West Virginia's youth. Founded as Davis-Stuart School when George Davis and his wife donated their 574 acre farm near Lewisburg to the Synod of West Virginia, a home for orphaned and dependent children was born. Today, Davis-Stuart, Inc. operates as a private non-profit organization providing therapeutic residential care for adolescents ages 12-18 who have been removed from their homes and placed in WV State's custody for treatment purposes. Davis-Stuart is licensed by the West Virginia Department of Health and Human Resources (DHHR) for a total of 68 beds in its five treatment locations. The largest is the main campus in Lewisburg, WV with a capacity of 44 residents. Accredited through the Council on Accreditation (COA), Davis-Stuart, Inc. maintains the highest standard of care for those served.

**III. GOVERNANCE**

Davis-Stuart, Inc. is governed by an independent and voluntary board of directors that maintains a strong Presbyterian presence.

**IV. VISION STATEMENT:**

In showing the Spirit of Christ, Davis-Stuart, Inc. is committed to helping children and their families find the spiritual, physical, and emotional wholeness for which they have been created.

**V. MISSION STATEMENT:**

In light of this vision and building on the history of Davis-Stuart, Inc.'s lengthy affiliation with the Presbyterian Church, Davis-Stuart, Inc. is committed to the following mission:

- To be a safe, loving home where all of God's children who are hurting can find healing, and to help them develop the values and skills to be productive, healthy citizens.
- To educate and strengthen families through a proactive approach.
- To advocate for the children and families entrusted to our care on behalf of the church and society.
- To be a premier resource for the child care professionals, ministers, social workers, and other help givers.

## VI. GUIDING PRINCIPLES AND VALUES:

- A trusting relationship is foundational in the healing process.
- Child care and teaching are compassionate.
- Assessment is systemic.
- Crisis situations are opportunities for growth.
- All behaviors are holistic in nature.

## VII. RESPONSIBILITIES

### A. Davis-Stuart, Inc. makes the following commitments to the Presbytery of West Virginia:

1. To seek to fulfill the mission of the church, to spread the good news of Christ's unconditional love and redemption, providing a vehicle for the Holy Spirit to heal broken lives.
2. To minister primarily to children, their families, congregations, communities, social workers, teachers, and Davis-Stuart, Inc. staff.
3. To maintain standards of excellence in care, meeting requirements for licensure by the State of West Virginia and accreditation by the Council on Accreditation.
4. To offer services to children and families throughout the state of West Virginia; without regard to race, sex, or religion.
5. To provide speakers, resources, written information and educational opportunities to individuals, churches, and presbytery groups.
6. To provide tours of Davis-Stuart, Inc.'s facilities and offices and to host meetings.
7. To be an equal opportunity employer, and not to discriminate based on race, sex, or other individual distinctions. As a Christian ministry, however, staff are expected to adhere to our vision and mission statements, and our guiding principles and values.
8. To provide in the minutes of the Presbytery' of West Virginia.

### B. The Presbytery of West Virginia makes the following commitments to Davis-Stuart, Inc.:

1. To pray for the children and families whom Davis-Stuart, Inc. serves, and for staff and board members.
2. To acknowledge in its mission interpretation, that Davis-Stuart, Inc. is an expression of the presbytery's mission, and to affirm to the community at large the value and integrity of its ministry.
3. To commend to churches in the Presbytery' of West Virginia Davis-Stuart, Inc.'s need for prayers and financial support.
4. To work with Davis-Stuart, Inc. to determine opportunities to inform congregations about our common ministry and ways they can support the work of Davis-Stuart, Inc.
5. to include, but not be limited to, such things as:
  - a. Promoting the Thanksgiving Offering
  - b. Offering presentation time at cluster group meetings

- c. Promoting the distribution of the monthly e-newsletter to congregations
- d. Maintaining a link to the Davis-Stuart, Inc. website on the presbytery website
- 6. To include the annual report from Davis-Stuart, Inc.
- 7. To offer opportunities for presentations at presbytery and church meetings.
- 8. To recommend up to three (3) persons as potential board members for Davis-Stuart, Inc. during the five (5) year duration of this covenant. If nominated, the individual would be elected following the policies established for the Board of Directors of Davis-Stuart, Inc. and would serve as individuals, not as official representatives of the Presbytery of West Virginia.
- 9. To encourage members of the presbytery to arrange a visit to one of Davis-Stuart, Inc.'s many sites.
- 10. To encourage the presbytery's members to consider financial support on regular and faithful basis. This Covenant of Understanding shall be presented to the board members of Davis-Stuart, Inc. and to the Council of the Presbytery for their review and approval at least every fifth year after approval by those bodies, in accordance with their bylaws and other rules of order.

By the Grace of God, in recognition and appreciation of God's gifts, and in order to provide glory and honor to God, Davis-Stuart, Inc. and the Presbytery of West Virginia hereby pledge to uphold the covenants contained herein and to be faithful stewards of their mutual interests. In witness whereof, the duly authorized officer or agent of each as executed those Covenant of Understanding.

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