

MINUTES

of the

PRESBYTERY OF WEST VIRGINIA

Presbyterian Church (U.S.A.) -- Synod of the Trinity



STATED MEETING
FIRST PRESBYTERIAN CHURCH
Charleston, West Virginia
June 11, 2013

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ONE HUNDRED TWENTIETH MEETING

CALL TO ORDER

The Presbytery of West Virginia was called to order by Moderator, Ruling Elder Pamilla Ferrell.

GREETINGS

Rev. Dr. Bill McCoy, pastor, welcomed presbytery.

Teaching Elder, Cinda Harkless, pastor of the Beverly Hills Presbyterian Church, Huntington, was elected to serve as Temporary Recording Clerk for this meeting of presbytery. She was nominated by Maureen Wright, Stated Clerk, and the floor was opened for other nominations.

Ms. Wright announced that no new Teaching Elders have been enrolled in the presbytery since the last meeting. There were no visiting Teaching Elders.

Ms. Wright recognized and welcomed visitors and elder commissioners attending their first Presbytery meeting.

Ms. Wright moved that Teaching Elder, Marcia Myers, a member of Mid-Kentucky Presbytery, be seated as a corresponding member for the duration of the meeting. Recommendation seconded. Recommendation adopted.

QUORUM

Ms. Wright declared the presence of a Quorum. At the beginning of the meeting 56 Teaching Elders and 51 Ruling Elders representing congregations were present. (Attendance record in Appendix A, pages 65-71.)

DOCKET

Stated Clerk Wright presented the Docket and moved its adoption. After receiving a second, Presbytery adopted the docket as printed in the packet. (Appendix B, pages 72-73.)

CONSENT AGENDA

The moderator moved adoption of the Consent Agenda.

1. From the Stated Clerk
 - a. That the requests for Excused Absences be approved.
2. From the Ministry Committee
 - a. The supplement (attached) to the Pastor's Compensation Report be approved.
 - b. That Lucy Youngblood be approved to seek appointment as full time Veterans Affairs Chaplain and to labor outside the bounds of Presbytery.
 - c. That the covenant as Ruling Elder Commissioned to a Particular Pastoral Service for Barbara Hopta and First Church of Charleston through December 31, 2013 be approved. Terms: \$46,058/year (full time position—40 hours/week) (all federal and state withholdings to be deducted and remitted by employer); specific days in ministry: Sunday through Thursday; full participation in Board of Pensions; continuing education allowance; Director of the Child/Family Ministries, participate as a worship leader on Sundays and preach the sermon on select Sundays; visitations; authority to administer the Lord's Supper, the Sacrament of Baptism, perform Christian marriage; voice and vote at Presbytery.
 - d. That the commissioning of Barbara Hopta as Ruling Elder Commissioned to a Particular Pastoral Service at this meeting of the Presbytery be approved.
 - e. That the application of Cynthia Taylor to Honorably Retire as Certified Christian Educator at Old Stone church, effective June 30, 2013, be approved.
 - f. That the match and covenant as Ruling Elder Commissioned to a Particular Pastoral Service for Cherrie L. Sizemore and Elk Hills through December 31, 2013 be approved. Terms: Cash salary: \$2,381.91/month (20 hours per week, to be re-evaluated in 3 months, with the potential to increase to 30 hours per week with appropriate adjustment to compensation); auto reimbursement at IRS rate; SECA \$2,367; continuing education: \$1,000 per year (2 weeks per year including Sundays); vacation: 4 weeks per year including Sundays; responsibilities: leading Sunday worship; visitation of shut-ins, nursing home patients, those in hospital and prospective members and members; weddings and funerals as necessary; availability during the Sunday school hour; attend luncheons on the 1st Thursday of the month (schedule permitting); moderate Session; maintain regular office hours; lead Bible studies; specific days in ministry: Sundays through Thursdays, excluding emergencies; authority to administer the Lord's Supper, the Sacrament of Baptism, perform Christian marriage; voice and vote at Presbytery.
 - g. That the commissioning of Cherrie Sizemore as Ruling Elder Commissioned to a Particular Pastoral Service at this meeting of the Presbytery be approved.
 - h. That the following be appointed as moderators:

- i. David Bower at Marlinton (while Peter Vial is on sabbatical);
 - ii. Ron Buckalew at Winfield;
 - iii. Todd Wright at South Park.
 - i. The Administrative Commission for Glenville be dismissed with the Presbytery's thanks for its members' hard work (final report attached).
 - j. The terms of call for Nancy L. Didway at Highlawn, St. Albans, be approved. Terms: Cash salary: \$29,962; housing allowance: \$10,500; utilities: \$4,000; supplement for Social Security Tax: \$3,681; Board of Pensions: \$14,672; auto reimbursement \$2,200; continuing education expenses: \$1,500; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with the Session.
 - k. The terms of call for Elizabeth Campbell-Maleke at Williamstown be approved. Terms: Cash salary: \$31,850.81; housing allowance: \$9,555.12; utilities: \$3,238.36; supplement for Social Security Tax: \$3,696.55; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with the Session; Board of Pensions: \$14,732.62; auto reimbursement: \$1,000; continuing education: \$1,000.
 - l. The revised terms of call (from full-time to 2/3 time) for Dr. C. Edward Bowen at Bates Memorial be approved. Terms: Cash salary: \$11,250; housing allowance: \$20,000; supplement for Social Security tax: \$2,391; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with Session; Board of Pensions: \$13,500; auto reimbursement: \$1,700; continuing education expenses: \$968; expense reimbursement: \$1,500; health reimbursement: \$1,500.
 - m. The revised terms of call (15% reduction) for Rob Laukoter at Presbyterian Church of the Covenant be approved. Terms: Cash salary: \$26,132; housing allowance: \$13,217; medical: \$8,947; pension: \$5,114; Social Security: \$3,258; auto reimbursement: \$2,400; continuing education expenses: \$1,000; books: \$350; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with Session.
 - n. Larry Hooper be re-approved to administer the Lord's Supper.
3. From the Mission Committee
- a. That the June 11th offering go to Presbyterian Disaster Assistance (in light of events such as the recent tornado in Oklahoma and the Boston Marathon tragedy).

The Moderator recognized Rev. Charlie Ringe, Interim Pastor, Glenville Presbyterian Church. Rev. Ringe requested that item *i* be removed from the Consent Agenda to be considered separately. The Moderator suggested the body take it up during the Ministry Committee's

report. Consent Agenda approved as amended.

TEMPORARY CLERKS AND STANDING COMMITTEE

The Moderator appointed as temporary clerks for this meeting: Nancy Didway, Chris Kilbert, Lynn Proudfoot, and Steve Hornbeck.

The Moderator appointed as the Bills and Overtures Committee for this meeting the members of the Leadership Team members who are in attendance today.

WORSHIP

The Presbytery was led in worship by liturgist Connie Burton, Fayetteville Presbyterian Church and preacher, Kevin Starcher, Teaching Elder at Davis Memorial Presbyterian Church, Elkins. The sacrament of communion was celebrated with Elizabeth Campbell Maleke, Teaching Elder, Waverly-Bethel Presbyterian Church and First Presbyterian Church, Williamstown, and Charlie Ringe, Glenville Presbyterian Church, officiating.

PASTORAL CONCERN

Moderator Ferrell recognized Craig Butler, Transitional Associate for Congregational Development, to bring an update on the health of Interim Executive Presbyter, Forrest Palmer, who recently underwent surgery in Atlanta, Georgia. Rev. Butler reported that Mr. Palmer was making progress in his recover and would return to service in the near future.

PROGRAM

Marcia Myers, a former member of the Presbytery of West Virginia and a recently retired associate from the Office of Vocations of the PC (USA). Rev. Myers spoke on the topic, "The Shape of Ministry in the 21st Century". The presentation included time spent in our new clusters following a break for lunch.

ANNOUNCEMENTS

Resource Center Director, Karen Robinson, shared resources on the changing nature of the church. Claire Butler shared that fair trade products were available in the host church's Fair Trade Shop.

PROCEDURAL MATTERS

Following a recess for lunch the presbytery reconvened with a hymn and prayer led by the Moderator. The Moderator called on Ms. Wright who presented the Procedural Matters and

moved item C3. After receiving a second, Presbytery adopted the motion by a two-thirds vote. (Appendix C, pages 74-75.) The Stated Clerk also made a motion for Ruling Elders serving on the Leadership Team and all committee chairs be given voice and vote at PWV meetings until such time as the presbytery adopts an updated manual of operations. (Such manual is in process.) Following discussion the recommendation was adopted.

STATED CLERK'S REPORT

The Moderator recognized Stated Clerk, Maureen Wright, who presented the Stated Clerk's Report. The presbytery received the report as information.

Correspondence (received 2/25/13 through 5/23/13)

1. 02/27/13 Request for endorsement of retirement benefits from Cyndi Taylor effective 06/30/2013.
ACTION: Endorsed with referral for future approval of the Ministry Committee.
2. 03/7/13 Letter dated 03/05/13 from First Presbyterian, Charleston with a covenant agreement between the church and Barbara Hopta for services as a Commissioned Lay Pastor.
ACTION: Referred to Ministry Committee for action.
3. 03/7/13 Letter dated 02/24/13 from the Upper Pocahontas Presbyterian Churches (Liberty, Baxter, and Alexander Memorial Presbyterian Churches) asking that the three churches be joined to the Greenbrier Cluster of churches due to their shared history and proximity.
ACTION: Referred to Ministry Committee for action.
4. 03/26/13 Letter dated 02/14/2013 from the Presbytery of Nyeri requesting prayers of celebration as they celebrate 50 years as an organized church body. They were organized on June 23, 1963. Kenya will also mark 50 years of independence of the nation on December 12, 2013.
ACTION: Communicate to the Presbytery for sharing the joy.
5. 04/18/13 Package dated 04/16/13 from Bill Keeney of the Carmel Church containing a thumb drive that contains all the on hand records of the church since 1835.
ACTION: Will contact the Historical Society concerning storage of these records.
6. 05/09/13 Letter dated 05/07/2013 from Rev. Cinda Harkless, Convener of the Glenville Administrative Commission reporting that the work of the Administrative Commission has reached its conclusion, that the Session of the Glenville Presbyterian Church is now functioning under able leadership of the Interim Pastor, Rev. Charlie Ringe, and therefore requesting the Administrative Commission be dissolved. The final report of the AC, dated May 14, 2013, was received on May 20, 2013.

ACTION: Referred to Ministry Committee for recommendation to presbytery.

7. 05/16/13 E-mail from Virginia Rainey, Moderator of the Synod Stated Clerks, reporting the results of the Synod Records Review held on May 15, 2013. PWV had no Exceptions and no Delinquencies.

ACTION: None, reported for celebration.

8. 05/21/13 E-mail from Barbara Accord, Moderator of the PWV Permanent Judicial Commission reporting PJC concurrence with the Investigative Committee decision to not pursue investigation of possible Sexual Misconduct for reasons of jurisdiction. Allegations against a Ruling Elder are properly investigated by the Session of the church of membership (D-3.0101).

ACTION: This decision will be communicated to the person making the allegations.

RECOMMENDATIONS:

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

INFORMATION:

1. MINUTES. The minutes of the March 9, 2013 meeting of the Presbytery of West Virginia have been approved in accordance with the provisions of the Manual.
2. At the Synod Records Review held on May 15, 2013, the PWV records for 2012 were reviewed and no exceptions and no delinquencies were found.
3. The Session Records for 2011 for Beverly Hills Presbyterian Church, Huntington, First Presbyterian Church, Parkersburg, and St. Andrew Presbyterian, Pinch, have been approved without exception. The Session Records for 2011 for Zion Presbyterian Church, Helvetia, have been approved with exception.
4. The results of the Presbytery Session Records Review are attached to this report. This year seven review sessions were held, which increased the numbers of churches that participated in the review process.
5. The Presbytery Summary Statistical Report for 2012 is attached.

City	Church Name	2012 Session Records Review			2012 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	
Charton 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 Memorial			x		x
Kingwood	First Presbyterian	x			x	

City	Church Name	2012 Session Records Review			2012 Statistical Report	
		W/out Exception	W/ Exception	Not Submitted	Completed	Not Completed
Lakebottom	Lakeview			X		X
Lashmeet	Grace Presbyterian			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
Mullens	First Presbyterian			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	
Princeton	Melrose			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	Teavs 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	



Presbytery Report 2012

Presbytery Number 420751

Name West Virginia

Address 520 2nd Ave

City/State S Charleston, WV 25303-1311

Phone 304-744-7634

Email office@wvpresbytery.org

Web Site www.wvpresbytery.org

Fax [304-744-7649](tel:304-744-7649)

Membership

Prior Active Members 10961

Gains

17 & Under 65

18 & Over 118

Certified 73

Other 32

Total Gains 288

Losses

Certified 91

Deaths 253

Other 277

Total Losses 621

Total Active Members 10628

Baptized 601

Total Adherents 11229

Female Members 4845

Average Attendance 4516

Affiliate Members 92

Baptisms

Child Baptisms 80

Adult Baptisms 28

Officers

Male Session 369

Female Session 399

Male Deacons 59

Female Deacons 133

Age Distribution of Active Members

25 & Under 1014

Male

439

Female

472

26 - 45	1566	616	798
46 - 55	1289	491	669
56 - 65	1821	695	963
Over 65	3169	1143	1792
Total Distribution	8859	3384	4694

People with Disabilities

Hearing	450
Sight	139
Mobility	401
Other	209

Christian Education

Birth 3	178	Grade 7	94
Age 4	90	Grade 8	99
Kindergarten	92	Grade 9	79
Grade 1	105	Grade 10	94
Grade 2	104	Grade 11	82
Grade 3	93	Grade 12	74
Grade 4	110	Young Adults	186
Grade 5	110	Over 25	1569
Grade 6	109	Teachers/Officers	453
Total	3721		

Racial Ethnic	Membership	Elders	Deacons	Male	Female
Asian	30	1	0	12	18
Black	9	1	0	5	4
African American	17	1	0	7	10
African	2	1	0	1	0
Middle Eastern	10	0	0	6	4
Hispanic	10	0	0	4	6
Native American	6	1	0	3	3
White	8420	629	136	3212	4598
Other	56	7	3	5	0
Totals	8560	641	139	3255	4643

Potential Giving	39,950
Budgeted Income	10,882,203
Budgeted Expense	29,212,891

Receipts

Regular Contributions	9,775,999	Bequests	738,556
Capital Building Fund	792,638	Other Income	1,269,047

Investment Income	1,489,129	Subsidy or Aid	42,084
<hr/>			
Expenditures			
Local Program	9,398,504	Per Capital Apprt	264,730
Local Mission	798,843	Validated Mission	573,749
Capital Expenditures	1,684,596	Theological Fund	6,860
Investment	491,525	Other Mission	388,719

ADMINISTRATION COMMITTEE REPORT

The Moderator recognized Sharon Rowe who presented the report of the Administration Committee. The presbytery adopted the recommendation of the committee.

RECOMMENDATION:

1. The Administration Committee recommends to Presbytery the extension of Forrest Palmer's current call as Interim Executive Presbyter for two additional years, through December 31, 2015. The Leadership Team concurs with this action.
 - a. The purpose of this action is to provide ongoing leadership for the Presbytery while allowing time for Presbytery to align its manual with a mandate recently adopted by the Presbyterian Church (USA) and specified in *The Book of Order* that requires each presbytery to specify in its manual the process for issuing a valid call for an Executive or General Presbyter. The extension of two additional years to the Interim Executive Presbyter's current call is also intended to provide Presbytery with sufficient time to fully implement the process it adopts through inclusion in its revised manual.

2. The Administration Committee recommends to Presbytery the renewal of the call of Craig Butler as Transitional Associate for Congregational Development for an additional year, until September 2014, as provided for in his original call and job description approved by Presbytery.
 - a. The purpose for renewing the call as Transitional Associate for Congregational Development for an additional year rather than changing its status to a regular appointment at this time is to allow time to align Presbytery's manual with requirements now included in *The Book of Order* addressing the calling and hiring of presbytery personnel.

INTRODUCTION OF AN ECUMENICAL PARTNER IN MINISTRY

The Moderator recognized Rev. Jeff Allen, Executive Director of the West Virginia Council of Churches who reported on the current work of the WVCC, especially as it related to current social justice issues. The Presbytery of West Virginia is a member of the WVCC.

GOOD NEWS FROM THE PEWS

Ruling Elders shared good news of ministries in congregations around the presbytery.

LEADERSHIP TEAM REPORT

RECOMMENDATION:

The Moderator recognized Stephen Baldwin who presented the report of the Leadership Team. Following an opportunity for nominations from the floor, the presbytery adopted the recommendation of the committee.

1. We recommend that, if the way be clear, the Presbytery joyfully elect these members of the Nominating Committee, as they desire to serve and have received training:
 - W.D. Hasty, *Chair* (Teaching Elder, Bluefield)
 - Charlene Boggs (Ruling Elder, Huntington):
 - Charla Waters Koerner (Teaching Elder, Clarksburg)
 - Terry Cunningham (Ruling Elder, Charleston)
 - Jim Musgrave (Commissioned Teaching Elder, Huntington)
 - Richard Thomas (Ruling Elder, Parkersburg):
 - Rick Johnson (Teaching Elder, Parkersburg)

INFORMATION:

1. We held our second retreat of the year at Bluestone in early May, focusing our time on living into God's vision of our good future together. Tom Heywood, a prominent state leader and member of Bream Memorial, led us in analyzing the PWV's strengths, weaknesses, opportunities, and threats, as part of an effort to write a five-year plan.
2. Future in-person meetings of the Leadership Team this year are scheduled as follows: August 16 (Summersville) & November 1 (Bridgeport).
3. Mark your calendars now for the September 14 meeting of the PWV in Fayetteville! Not only has this been designated our annual Youth Advisory Delegate meeting (where we invite sessions to send youth from their churches), but we will also enjoy an outdoor activity (think rafting/hiking) together on Friday, Sept 13. And to top it off, the Rev. Neal Presa, current Moderator of the PCUSA, will be present to preach the sermon and host an open discussion on the state of the denomination.
4. We received a report on cluster development from Craig Butler, who is overseeing cluster development, and planned an in-depth conversation with him for our August retreat.
5. We received a draft of proposed manual revisions to reflect our new direction adopted by passage of the Jeremiah 29.11 plan. Revisions are comprehensive and will continue in the coming months. We plan to present the updated manual for a first reading at the September 14 meeting of the Presbytery.
6. We approved a request from the Nicaragua Mission Trip Team to present a report of their trip at today's meeting.
7. We accepted a report received from the Capital Campaign Discernment Committee, which recommended after months of study that the time is not right for a capital campaign in the PWV.
8. Related to the previous item, we discussed whether or not particular churches or groups associated with the PWV may solicit funds from member churches. Per policy as stated in the directory, no one may solicit funds from member churches without the expressed consent of the Leadership Team.
9. We accepted invitations as follows for the 2014 meetings of the PWV:

- a. Tuesday, February 18 at the First Presbyterian Church of Parkersburg
- b. Saturday, May 3 at the Harless Community Center (Gilbert Presbyterian Church)
- c. Tuesday, August 19 at the First Presbyterian Church of Saint Albans
- d. Saturday, December 13 at the First Presbyterian Church of Fairmont

MINISTRY COMMITTEE REPORT

The Moderator recognized Randy Fife who presented the report of the Ministry Committee. Mr. Fife moved the approval of the recommendation taken from the Consent Agenda, The Administrative Commission for Glenville be dismissed with the Presbytery's thanks for its members hard work. The final report of the commission is found in Appendix D, pages 76-77.

The moderator then called on Rev. Charlie Ringe, Interim Pastor, Glenville. Rev. Ringe expressed his thanks to the Administrative Commission appointed to the Glenville Church. The Commission labored for two years, with God's help, to bring order, healing and wholeness to the congregation which was deeply conflicted. The congregation has responded to the work of the Commission and is progressing toward renewal and reconciliation.

The presbytery affirmed the words of Rev. Ringe with applause. The recommendation was approved.

Mr. Fife and Moderator Ferrell led presbytery in a service of commissioning for Commissioned Ruling Elders Cherrie Sizemore to serve the Elk Hills Presbyterian Church and Barbara Hopta to serve the First Presbyterian Church, Charleston.

RECOMMENDATIONS:

1. (CA) The supplement to the Pastor's Compensation be approved. (Appendix E, page 78 .)
2. (CA) That Lucy Youngblood be approved to seek appointment as full time Veterans Affairs Chaplain and to labor outside the bounds of Presbytery.
3. (CA) That the covenant as Ruling Elder Commissioned to a Particular Pastoral Service for Barbara Hopta and First Church of Charleston through December 31, 2013 be approved. Terms: \$46,058/year (full time position—40 hours/week) (all federal and state withholdings to be deducted and remitted by employer); specific days in ministry: Sunday through Thursday; full participation in Board of Pensions; continuing education allowance; Director of the Child/Family Ministries, participate as a worship leader on Sundays and preach the sermon on select Sundays; visitations; authority to administer the Lord's Supper, the Sacrament of Baptism, perform Christian marriage; voice and vote at Presbytery.
4. (CA) That the commissioning of Barbara Hopta as Ruling Elder Commissioned to a Particular Pastoral Service at this meeting of the Presbytery be approved.

5. (CA) That the application of Cynthia Taylor to Honorably Retire as Certified Christian Educator at Old Stone church, effective June 30, 2013, be approved.
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8. (CA) That the following be appointed as moderators:
 - a. David Bower at Marlinton (while Peter Vial is on sabbatical);
 - b. Ron Buckalew at Winfield;
 - c. Todd Wright at South Park.
9. (CA) The Administrative Commission for Glenville be dismissed with the Presbytery's thanks for its members' hard work (final report attached).
10. (CA) The terms of call for Nancy L. Didway at Highlawn, St. Albans, be approved. Terms: Cash salary: \$29,962; housing allowance: \$10,500; utilities: \$4,000; supplement for Social Security Tax: \$3,681; Board of Pensions: \$14,672; auto reimbursement \$2,200; continuing education expenses: \$1,500; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with the Session.
11. (CA) The terms of call for Elizabeth Campbell-Maleke at Williamstown be approved. Terms: Cash salary: \$31,850.81; housing allowance: \$9,555.12; utilities: \$3,238.36; supplement for Social Security Tax: \$3,696.55; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with the Session; Board of Pensions: \$14,732.62; auto reimbursement: \$1,000; continuing education: \$1,000.
12. (CA) The revised terms of call (from full-time to 2/3 time) for Dr. C. Edward Bowen at Bates Memorial be approved. Terms: Cash salary: \$11,250; housing allowance: \$20,000; supplement for Social Security tax: \$2,391; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with Session; Board of Pensions: \$13,500; auto reimbursement: \$1,700; continuing education expenses: \$968; expense

reimbursement: \$1,500; health reimbursement: \$1,500.

13. (CA) The revised terms of call (15% reduction) for Rob Laukoter at Presbyterian Church of the Covenant be approved. Terms: Cash salary: \$26,132; housing allowance: \$13,217; medical: \$8,947; pension: \$5,114; Social Security: \$3,258; auto reimbursement: \$2,400; continuing education expenses: \$1,000; books: \$350; vacation: 4 weeks, including Sundays; study leave: 2 weeks, planned in consultation with Session.
14. (CA) Larry Hooper be re-approved to administer the Lord's Supper.

INFORMATION:

1. Approved a request for the Clergywomen Group to be lodged as an Affinity Group with the Committee.
2. Re-approved Joan Stewart's work at WVMAW as a Validated Ministry.
3. Approved the renewal of the terms of call as Interim Teaching Elder for Charles Ringe and Glenville. Terms: Salary: \$36,000 per year (40 hours per week), manse provided, \$500 per month for utilities, etc.; Social Security offset paid; pension paid at 12%; reimbursement for travel at IRS rate, continuing education: 2 weeks, including Sundays (up to \$1,000); vacation 6 weeks, to include Sundays.
4. Approved the Seminary Debt application of Nancy Didway.
5. Reviewed the changes to the forms used by the Church Leadership Connection Vocations Office.
6. Approved the terms of the dissolution of the pastoral relationship between Larry Gamble and Marlinton.
7. Appointed Nancy Didway as mentor for Cherrie Sizemore.
8. Approved a communication to the Board of Pensions expressing concern about the proposals to significantly increase required contributions by Teaching Elders and Churches for medical benefits. Made a plan to communicate the likelihood of change to churches in a variety of ways.
9. Created teams to reach out to Melrose, Grace (Lashmeet) and Mullins churches following rejection by the E.P.C.
10. Considered whether Ruling Elders Commissioned to a Particular Pastoral Service are permitted to conduct weddings outside the congregation to which they are commissioned, determined that they are not so permitted. Planned communication to churches and Ruling Elders.

11. Began a chapter by chapter review of the Ministry Committee's manual of policies to determine the need for revision.
12. Sponsored a webinar on "Sabbath Keeping" for pastors on April 30.
13. Scheduled Sexual Misconduct Prevention Training for September 19, between the hours of 10:00 and 3:00, at the Presbytery's office in South Charleston.
14. Reviewed and amended the Ministry Committee policy on "Guidelines for Other Lay Persons Who Wish to Preach in PWV Churches" to prohibit such persons from supplying a particular congregation more than two (2) Sundays per month, rather than two (2) "consecutive" Sundays, without special permission of the Committee.
15. Appointed John Koerner liaison to Ravenswood and Ripley, and John Arbuckle liaison to Oak Grove, Hillsboro and Lanny Howe to Centerville.
16. Planned to amend the Pulpit Supply list to include additional information about those who are designated "other available."
17. Reviewed and approved Seminary Debt Application of Elizabeth Campbell.

MISSIONS COMMITTEE REPORT

The Moderator recognized Todd Wright who presented the report of the Missions Committee. Rev. Wright invited those who had traveled to Nicaragua to join him. Team members were Claire Butler, Todd Wright, Greg Kubar, Steve and Barbara Hopta, John Nelson, and David Pettry. The team members presented a moving report of their trip and experiences. The team was hosted by CEPAD (The Council of Protestant Churches in Nicaragua), the organization through which Rev. Leslie Clay and Mr. Carl Agsten, Mission Workers from Presbytery of West Virginia, are engaged. The team commends the good work of CEPAD and will be working with the Missions Committee to explore opportunities for an ongoing relationship.

RECOMMENDATION:

1. (CA) That the June 11 offering go to Presbyterian Disaster Assistance (in light of events such as the recent tornado in Oklahoma and the Boston Marathon tragedy).

INFORMATION:

1. The Missions Committee met at the Shack on May 21st to tour one of the ministries that is receiving a grant from the Presbytery and to hold our quarterly meeting
2. We heard a historical overview of the CDC grant process and made plans to update the application forms and appoint a subgroup to review applications.

3. We heard about the April 18-25 PWV trip to Nicaragua and reviewed a recommendation from the group for next steps – That we strongly support a continued relationship with CEPAD, building toward a full partnership. This will involve further trips in the near future to determine the nature of that partnership.
4. We set the schedule for publicizing, receiving, and reviewing (the former SEMC) grant applications.
5. We decided that the offering at the June 11 Presbytery meeting should go to PDA (in light of the recent tornado in Oklahoma and the Boston Marathon tragedy) and discussed the opportunities presented by the new registration process.
6. We set our next meeting for August 13 or 20 at Davis Stuart.

NURTURE COMMITTEE REPORT

The Moderator recognized Amy Parker who presented the report of the Nurture Committee. Rev. Parker called on several Christian Educators from presbytery to recognize Susan Sharp Campbell's award. In addition she asked for prayers for the Triennium delegation and highlighted the need for additional members of Youth Council.

RECOMMENDATION:

2. (CA) The revised "Statement of Purpose and Policy for the Presbytery of West Virginia Events Involving Children, Youth and Persons with Disabilities" is presented for approval by the presbytery. (Appendix F, pages 79-111.)

INFORMATION:

1. The new roster for Youth Council is below. There are still openings for both youth and adults. Applications are available on the presbytery website under documents.
2. PWV will have a delegation of 32 people attending Triennium in July -- 27 youth and 5 adults, representing 13 churches.
3. Susan Sharp Campbell was recognized by the Eastern Region Association of Presbyterian Church Educators as their 2013 Educator of the Year. The award is given to an educator who has served the Church for over ten years, and has shown visionary leadership and been a formative influence on educational ministry and advocate for church educators. We offer our admiration and congratulations to Susan as we celebrate this honor with her.

Youth Council 2013-2014

(**Bold** – members elected in May 2013; *Eligible for a second term)

YOUTH (7 vacancies)

Meg Barber (2015) – Q1, Enslow Park, Huntington

Alex Cleland (2015) – Q4, Bream Memorial, Charleston

Madalyn DiGiulian (2016) – Q3, Beckley

Julia Cowley (2015) – Q4, St. Andrew, Pinch

Kendra Monroe (2014) – Q1, Beechwood, Parkersburg
Brendan Stump (2016) – Q4, Kanawha United, Charleston
Lachelle Wise (2014) – Q3, Edgewood, Lewisburg

ADULTS (2 vacancies)

***Nelle Combs (2016) – Q3, Beckley**
***Kathryn Maddy (2016) – Q4, First, St. Albans**
Darlene McNeel (2015) – Q3, Beckley
Chris Rogillio (2015) – Q4, Kanawha United, Charleston

STAFF ADVISOR

Susan Sharp Campbell, Associate for Educational Ministry

Please note that there are still several openings for Youth Council positions for both youth and adults. If you know of someone who might be interested in applying for youth council, the application form is available at www.wvpresbytery.org, click on documents. For more information, contact Susan Sharp Campbell.

STEWARDSHIP COMMITTEE REPORT

The Moderator recognized Lois Coffey, treasurer, who presented the financial reports including the 2013 budget to date. (Appendix G, pages 112-124.) Ms. Coffey expressed thanks to those congregations who have submitted their Shared Mission pledges. She announced that a financial review has been completed and the report will be reviewed by the Stewardship Committee upon receipt.

TRUSTEES REPORT

The Moderator recognized John Nesius who presented the report of the Trustees. The presbytery adopted the recommendations of the committee.

RECOMMENDATIONS:

1. Approve the request coming from the Session of the First Presbyterian Church of Morgantown to sell an adjacent 1.79 acre parcel to Central Place, LLC for \$1,500,000.00. This property is to be developed for faith-based university housing known as the Westminster House. As a result of the sale and fund raising to date by the Westminster House the obligations now secured by the church's real estate will be reduced from over \$2.8 million to less than \$200,000.
2. Approve the requests coming from the Session of the First Presbyterian Church of Kingwood:
 - a. to sell an adjacent 0.191 acre improved lot to Patricia L. Wilt for \$55,000.00 to be used as a Daycare Center.
 - b. to convey without consideration a 0.029 acre parcel to neighbors Mr. and Mrs. Michael Stump for a minor boundary adjustment.

VOCATIONS COMMITTEE REPORT

The Moderator recognized Amy Parker who presented the report of the Vocations Committee. The presbytery adopted the recommendations of the committee.

RECOMMENDATIONS:

1. We recommend that Rick McLaughlin (Marlinton) be granted status as an Inquirer and come under our care.
2. That the presented slate of ordination exam readers from the PWV be approved as presented.

Teaching Elders:

Susan Sharp Campbell, Frankford Church
Frank Mansell, Honorably Retired
David Richards, Huntington Second

Ruling Elders:

George Lilley, Morgantown First
Kellan Sarles, Bluefield First
Mike Stivers, Fairmont First

INFORMATION:

1. The Vocations Committee will meet monthly on the fourth Monday of each month at the PWV office.
2. As we transition into a new committee with new responsibilities, we are updating our policies and procedures.
3. We currently have three inquirers under care who are in (or are about to attend) seminary.
4. One priority issue for our committee is stewardship of the Rachel McClintic Fund, which provides loans to seminarians and requires no-interest payments once students are serving in a call.
5. Due to a successful ALP/CLP education program in the past and interest in a new program, the committee is planning to begin another 3 year ALP/CLP Preparation Program in January 2014. More information to follow.

BLUESTONE COMMITTEE REPORT

The Moderator recognized Nellie Howard who presented the report of the Bluestone Committee.

INFORMATION:

1. The Bluestone Committee last met on May 13, 2013
2. The “Send a Kid to Camp” campaign has had some success but we are hoping for more churches to participate in this outreach mission. It was agreed to send out an email to all the Presbytery of West Virginia churches telling about the churches already responding and invite more to participate.
3. The director reported that 40 people took part in the Spring Getaway Retreat at Bluestone, representing 12 different congregations.
4. 30 men, representing 8 different churches took part in the Guys Weekend. They worked on the cabin upgrading project and cut and split plenty of firewood for the summer camping season.
5. It was noted with regret that the Leadership Team has decided that this is not a good time to go forward with a capitol campaign. A major portion of this campaign was proposed to pay for camp upgrades.
6. Sumer staff is hired and ready for summer camp though we still need a nurse to volunteer for week 2.
7. The camp director, along with help from committee members is working toward ACA accreditation.
8. Committee members are following up ideas for a music weekend and other Bluestone experiences.
9. The Fall Presbytery-wide retreat is scheduled for October 11, 12, & 13.
10. The Bluestone Committee will next meet on August 5 at 1:00 at the Presbytery office.

NEW BUSINESS

There was no new business.

ADJOURNMENT

The meeting of Presbytery was adjourned with a benediction by Moderator Ferrell.

Next Stated Meeting: September 14, 2014 at Fayetteville Presbyterian Church, Fayetteville, WV

Cinda Harkless
Recording Clerk

Maureen Wright
Stated Clerk

Pamilla Ferrell
Moderator



APPENDIX A

ATTENDANCE

INTERIM EXECUTIVE PRESBYTER: Forrest Palmer.

OFFICERS OF PRESBYTERY: Pam Ferrell, Moderator; Maureen Wright, Stated Clerk; Lois Coffey, Treasurer; Cinda Harkless., Recording Clerk (also listed as minister member below).

MEMBERS OF LEADERSHIP TEAM (who are not Ministers or Elder Commissioners): Randy Fife, Sharon Rowe, Nancy Tissue.

COMMISSIONED LAY PASTORS: Jeff Barton, Bill Brown, Tom Hastie, Barbara Hopta, Cherrie Sizemore, Jean Summerfield, Elizabeth Stone.

EDUCATORS: Kay Lamb, Kathy Maddy, Kathryn McCrary, Chris Rogillio.

CORRESPONDING MEMBERS: David Bush (Shenandoah Presbytery), Bruce Macbeth (Shenandoah Presbytery), Martha Myers (Mid Kentucky Presbytery).

MINISTER FROM ANOTHER DENOMINATION: Patricia Jarvis (UM), Dunbar First.

PRESBYTERY COMMITTEE CHAIR (who is not a member of Leadership Team): John Nesius.

MEMBERS OF PRESBYTERY COMMITTEES: Joyce Armentrout, Charlene Boggs, Peggy Debnam.

STAFF: Claire Butler (also listed as minister member below), Craig Butler (also listed as minister member below), Susan Sharp Campbell (also listed as minister member below), Leslie Curtis, Mark Miller, Karen Robinson, Maureen Wright.

VISITORS (who registered): Jackie Blankinship, John Bolt, Connie Burton, Linda Elliott, Martha Foster, Frank Gourley, Linda Hagerty, James Hill, Jackie Lilly, Sylvia Miles, Bonnie Morrison, Mary Odin, Wayne Odin, Patty Reynolds, Charles Shafer, Eleanor Stanley, Mary Stephen, Tina Vial, Charlie Woolcock.

ATTENDANCE OF MINISTERS

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

Name of Minister	9/11/12	12/8/12	3/9/13	6/11/13
Accord, Barbara A.	P	P	P	P
Alford, Ralph Judson, II	AE	AE	AE	AE
Allman, Steven	P	E	P	E
Atkins, Ken	P	AE	AE	AE
Baldwin, Stephen	P	P	P	P
Blakeman, Robin	P	A	A	P
Bondurant, Robert K.	AE	P	AE	AE
Bowen, Ed	*	P	P	E
Bower, David	*	P	AE	AE
Boyce, Bonnie	P	A	P	P
Buckalew, Ronald W.	P	P	P	P
Butler, Claire	P	P	P	P
Butler, Craig	P	P	P	P

Name of Minister	9/11/12	12/8/12	3/9/13	6/11/13
Calebaugh, Kenneth B.	AE	AE	AE	AE
Campbell-Malake, Elizabeth	P	P	P	P
Campbell, Jacqueline	E	P	A	P
Campbell, Susan Sharp	P	P	P	P
Carroll, R. Leon, Jr.	AE	P	AE	AE
Case, Walter A.	AE	AE	AE	AE
Clark, Thomas F.	AE	AE	AE	AE
Craven, Doug	E	A	A	P
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	A	E
Dreyer, Charles B.	AE	AE	AE	AE
Ducheneau, Devon	A	A	A	A
Ducheneau, Mike	A	A	A	A
Dummermuth, Thomas	P	P	A	A
Gamble, Larry	A	A	P	A
Gentry, Calvin P.	AE	AE	AE	AE
Glaser, Joanne	P	E	P	P
Glaser, Robert H.	AE	AE	AE	AE
Goehner, Paul E.	AE	AE	AE	AE
Graham, Leonard E.	AE	AE	AE	AE
Gurley, Ben E.	A	A	P	A
Haig, Kristine	E	E	A	A
Harkless, Cinda	P	P	P	P
Harkness, Cameron	AE	AE	AE	AE
Harrah, Jerry D.	AE	AE	AE	AE
Hasty, W. D., Jr.	P	P	P	P
Heidt, Paul Douglas	AE	AE	P	AE
Holland, John	P	A	A	P
Hollis, Virginia Kay	AE	AE	AE	AE
Hood, Leonard L.	AE	AE	AE	AE
Howe, Lanny	E	A	A	A
Ihrman, Francis E.	AE	AE	AE	AE
Jenkins, Doug	P	P	P	P
Jenkins, Janet	E	A	A	A
Johnson, Janice	P	P	P	P
Johnson, Rick	P	E	P	P
Johnston, Thomas M., Jr.	AE	AE	AE	AE
Kilbert, Chris	P	P	A	P
Knapp, Mary Jane	AE	AE	AE	AE
Koerner, Charla Waters	P	E	P	P
Koerner, John F.	P	P	P	P
Krum, David P.	A	A	A	E
Kupar, Greg	P	P	P	P
Lamb, Richard C.	P	AE	AE	P
Laukoter, Rob S.	P	A	P	P
Lee, David A.	P	P	P	P
Leitch, James O.	AE	P	AE	AE

Name of Minister	9/11/12	12/8/12	3/9/13	6/11/13
Lyles, W. Patterson	P	P	P	P
Mansell, Wm. Franklin, Jr.	P	P	P	P
Maynard, Arvie L.	P	P	P	AE
McChesney, Charles S.	AE	AE	AE	AE
McCoy, William	P	P	A	P
McGrew, Gary S.	P	E	P	P
McGuire, Richard W.	A	A	A	A
McKinnon, John	P	P	A	P
McMorran, William G., Jr.	AE	AE	AE	AE
McMurray, Stewart M.	AE	AE	AE	AE
Minihan, John	P	E	P	P
Minnerly, Douglas A.	A	A	A	E
Mobayed, Richard S.	P	AE	P	AE
Mohrman, James A.	AE	AE	AE	AE
Monschke, Alice	AE	AE	AE	AE
Moore, John V.	AE	AE	AE	AE
Morgan, Norman K.	AE	AE	AE	AE
Morley, James E.	A	A	P	A
Neal, Elise	P	E	P	P
Newman, Robert G.	P	P	P	P
Palmer, Harry W.	AE	AE	AE	AE
Parker, Amy S.W.	P	E	P	P
Parsons, Shelly Barrick	P	E	A	P
Pattison, Carl	P	A	A	A
Pendleton, P. Douglas, Jr.	A	A	P	P
Perkins, Chris	P	P	P	A
Posey, Lawton W.	P	P	AE	AE
Purcell, Boyd C.	P	AE	P	AE
Ray, Robin	P	P	P	P
Richards, David P.	P	P	P	P
Riley, John A.	P	P	P	P
Ringe, Charles	P	P	P	P
Roberts, Jim	P	P	A	E
Robertson, M. Bruce	AE	AE	AE	AE
Robinson, James E.	P	P	P	AE
Romfo, Barbara	P	P	P	P
Romine, Paul D.	P	P	P	P
Ruehl, John	P	P	P	P
Seely, Mike	A	A	P	P
Seibel, Frank L. "Skip"	P	A	P	A
Shaffer, David	AE	AE	AE	AE
Shogren, Donna Lee	AE	AE	AE	AE
Smith, Vaughan M.	E	A	A	P
Snyder, Richard J. Daly	AE	AE	AE	AE
Sonnenday, John	P	E	P	P
Spencer, Donald L.	AE	AE	AE	AE
Spransy, George B. Jr.	AE	AE	AE	AE
Spring, Charles M.	AE	AE	AE	AE
Starcher, Kevin	E	A	P	P

Name of Minister	9/11/12	12/8/12	3/9/13	6/11/13
Sterling, Julie	P	A	P	P
Stewart, Joan W.	P	A	P	P
Stone, Greg	A	P	A	A
Sutherland, Amy	P	E	P	E
Sutherland, Joshua	P	P	P	A
Sutton, Dana W.	A	A	P	A
Sutton, Jean C.	A	A	A	A
Taylor, J. Dexter	P	A	P	P
Thompson, Dean K.	AE	AE	AE	AE
Vial, Peter	P	P	P	A
Vorderberg, Charles C.	E	E	A	A
Walker, Gary C.	AE	AE	AE	AE
Walther, James A., Jr.	P	E	P	A
Washburn, Francis T.	AE	AE	AE	AE
Willoughby Weed, Kathryn A.	E	E	P	A
Wilson, Richard B.	P	P	A	P
Wood, Robert M.	E	E	P	A
Woodard, Sara G. (Sally)	P	P	P	P
Wright, Todd	P	P	P	P
Young, Samuel T.	AE	AE	AE	AE
Youngblood, Lucy	A	E	A	P

ATTENDANCE OF CHURCHES

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

Name of Church	9/11/12	12/8/12	3/9/13	6/11/13
Alderson	E	N	N	
Alexander Memorial, Stony Bottom	Agnes Doyle-Kalland	N	Agnes Doyle-Kalland	E
Anderson Memorial, Welch	N	N	N	N
Bates Memorial, Huntington	Helen Gibbins	June Merlino	Mary Beckelhimer	N
Baxter, Dunmore	N	N	N	N
Beckley	N	Cam Lewis	N	Ann Harkins
Beechwood, Parkersburg	Ken Bibbee	E	Cragin Blevins	Ken Bibbee
Belington	E	E	Ed Roberts	E
Belle	Betsy Dye	E	Sara Dye	Sara Dye
Bethlehem, Shinnston,	N	N	N	N
Beulah Humble, Elizabeth	N	N	N	William Nutter
Beverly	Linda Peterson	E	Linda Peterson	E
Beverly Hills, Huntington	E	Terri Effingham	Elinore Taylor	N
Bradley	N	N	Lisa Wilson	E
Bramwell	N	N	N	N
Bream Memorial, Charleston	Meloday Simpson	Earl Billingsly	Earl Billingsly	N
Bridgeport	Beth McCaugherty	N	Joyce Hartzell	N
Brush Creek, Ridgeview	N	N	N	N
Buffalo	N	N	N	N

Name of Church	9/11/12	12/8/12	3/9/13	6/11/13
Canyon Community, Morgantown	N	N	N	N
Carmel, Gap Mills	N	John Furrow	N	N
Centerville, Greenville	N	Petrie Brown	N	N
Church of our Saviour, Clarksburg	N	N	N	N
Church of the Covenant, Grafton	N	N	N	N
Church of the Covenant, Hurricane	Richard Fellure	N	Joe McMillion	Linda Moran
Clear Creek	N	N	N	N
Clifton, Maxwelton	Jim Miller	Jim Miller	Jim Miller	E
Clothier	N	N	N	N
Comfort	Marshall Bowne	N	N	E
Community, Arthurdale	E	E	N	N
Davis Memorial, Elkins	Tina Vial	Tina Vial	Lynn Proudfoot	Lynn Proudfoot
Davis Memorial, Gassaway	Stephen Beane	Richard Accord	Connie Duffey	Merleen Campbell
Dupont City, Belle	N	N	N	N
Edgewood, Lewisburg	Carolyn Napier	Carolyn Napier	N	John Arbuckle
Eleanor	E	Ann Elliott	Ann Elliott	Judy Jeffries
Elk Hills, Charleston	Nadeane Ferguson	N	Nancy Vilain	Genene Gourley
Enslow Park, Huntington,	Rod Jones	N	Sharon Frazier	Harlan Smith
Falls View, Charlton Heights	N	N	N	N
Fayetteville	Jackie Blankinship	Phil Tissue	Jackie Blankinship	Mike Burton
First, Bluefield	N	Melinda Testerman	Jim Godwin	Alan Light
First, Buckhannon	Carolyn Hornbeck	N	N	Steve Hornbeck
First, Charleston	Steve Hopta	Joann Daley	Joann Daley	Steve Hopta
	N	Barbara Hopta	Sharon Heidt	Jim McCain
	N	Steve Hopta	Steve Hopta	N
First, Clarksburg	Mark Garrett	Connie Leuliette	Beckie Alvaro	Denver Atkinson
First, Colcord	N	N	N	N
First, Dunbar	James Hill	N	Helen King	David Cisco
First, Fairmont	N	N	Sue Bell	Jim Delong
First, Hinton	Roy Buckland	Hope Larsen	Betty Giles	N
First, Huntington	Jessie McClain	N	Bruce Churton	Becky Elliott
	Diana Curry	N	Monty Fulton	Jessie McClain
First , Kenova	N	N	N	Judy Forbush
First, Kingwood	N	N	N	N
First, Logan	Kenneth Nunley	N	Kenneth Nunley	N
First, Mannington	N	N	N	N
First, Morgantown	Michael Hohn	E	Margaret Bolt	Margaret Bolt
First, Nitro	Ed Hamilton	N	Dane Ryan	Jack Van Dyke
First, Oak Hill	N	Danna Davis	Betty Davis	N
First, Parkersburg	N	N	N	Wayne Sanders
First, Ravenswood	N	N	N	N
First, Ripley	Gary Epling	Carlene Rose	Gary Epling	N
First, St. Albans	Toby McCallister	Jack Rogers	Linda McCallister	Buck Ivey
First, South Charleston	N	N	N	N

Name of Church	9/11/12	12/8/12	3/9/13	6/11/13
First, Terra Alta	E	N	N	E
First, Thomas	N	N	N	E
First, Welch	N	Wendy Brewster	Vesta Larkin	E
First, Weston	N	N	N	N
First, White Sulphur Springs	Eric Crane	Peggy Clements	N	E
First, Whitesville	Mike Lykens	N	Mike Lykens	Mike Lykens
First, Williamson	Susan Conn	N	Susan Conn	Susan Conn
First, Williamstown	Jeff Howard	N	Nellie Howard	
Fleming Memorial, Fairmont	N	Judy Roylance	Mike Yost	Jim Shriver
Frankford	Linda Boone	Linda Boone	E	E
Gilbert	N	N	Jessica Houck	Mandy Lester
Glenville	Mavis Grant- Lilley	Jim Mead	N	N
Grace Covenant, Charleston	N	N	N	N
Green Bank, Liberty	N	N	N	N
Harman	N	N	N	N
Highlawn, Huntington,	Charles Woolcock	Larry Lapelle	Charles Woolcock	Larry Lapelle
Highlawn, St. Albans	Paulla Smith	N	John Poulson	N
Hughes River, Cairo	N	N	N	E
Kanawha United, Charleston	Jim Smith	Jim Smith	Lisa Smith	Nancy Woodall
Keller, Pence Springs	N	N	N	N
Kesler Memorial, Hico	N	N	N	N
Kuhn Memorial, Barboursville	Clara Rose Sadler	Becky Haddox	N	N
Lakeview, Lakebottom	N	N	N	N
Marlinton	N	N	N	Rick McLaughlin
Marsh Fork, Dry Creek	N	N	N	N
McElhenney, Alderson	N	N	N	N
McKinnon, Charleston	N	N	N	N
McLean, Ronceverte	N	Patty Masters	N	N
Mill Creek	E	E	N	E
Milton	Jim May	N	N	N
Mingo	N	N	N	N
Montgomery	N	N	N	N
Mount Hope	N	Michael Martin	N	N
Mount Pleasant, Sinks Grove	N	Edna Burwell	N	N
Oak Grove, Hillsboro	N	N	Sandra Simmons	Sue Hollandsworth
Old Stone, Lewisburg	Nancy Smallenberger	Jackie Bennett	Carol Bland	Nancy Smallenberger
Orgas	N	N	N	N
Parsons	N	N	N	N
Philippi	N	N	Suzann Murphy	N
Pickens	N	N	N	E
Pineville	Betsy Rae Ross	Betsy Rae Ross	N	Betsy Rae Ross
Point Pleasant	Sue Bradley	N	N	Mary Getty
Red Sulphur Springs, Ballard	N	N	N	N
Richwood	N	N	N	N

Name of Church	9/11/12	12/8/12	3/9/13	6/11/13
Riverlawn, St. Albans	Patrick Croghan	N	Patrick Croghan	Patrick Croghan
Rock Forge, Morgantown	N	N	N	N
Rock Lake, South Charleston	N	E	N	N
Rome, Proctorville	N	N	N	N
Ronceverte	Allan Clower	Kay Smith	Kim Thomas	N
Ruffner Memorial, Charleston	Marshall Carper	N	N	Marshall Carper
St. Andrew, Pinch	Steve Williams	Sam Burford	Greg Pendergrass	Greg Pendergrass
St. Marys	N	N	N	N
Salem, Ronceverte	E	Paige Dickson	N	N
Scott Memorial, Bowden	N	N	N	N
Second, Huntington	Donald Cotton	Jim Johnston	Jenka Lockwood	Stacy Wehrle
Slatyfork, Big Spring	N	N	N	N
Smithers	James Dempsey	N	James Dempsey	E
South Park, Charleston	Jim Sothen	Jim Sothen	Larry Sites	Jim Sothen
Spencer	N	N	John Norman	Paul Hughes
Spring Creek, Renick	N	Genelle Flippin	N	N
Spring Valley, Huntington	N	N	Beverly Sharp	N
Sugar Grove, Morgantown	N	N	N	N
Summerlee	N	N	N	N
Summersville	N	Elaine Smoot	N	N
Teays Valley, Scott Depot	N	Elizabeth Thompson	Tony Harrah	David Brown
Trinity, Shady Spring	N	Betty Watson	Betty Watson	N
Tygarts Valley, Huttonsville	E	E	Paul Brady	E
Union	N	Ana Furrow	N	N
Upperglade	N	N	N	N
Valley Bend, Beverly	N	N	Bill Dempsey	N
Village Chapel, Charleston	Tish Hodovan	Kathy Kruk	Tish Hodovan	Tish Hodovan
Waverly – Bethel, Waverly	Martha Howard	Barb Conlon	Joseph Hammet	Dawn Hammat
Westminster, Charleston	N	N	N	N
Westminster, Vienna	N	N	N	N
Whittico Memorial, Keystone	N	N	N	N
Winfield	Nancy Baldwin	N	Nancy Baldwin	E
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

First Time Commissioner Orientation

*10:00 Call to Order *Pam Ferrell, Moderator*

Greetings from First Presbyterian Church

- Welcome of Teaching Elders *Maureen Wright, Stated Clerk*
- Introduction and seating of Visiting Teaching Elders
- Recognition of Ruling Elders attending Presbytery for the first time
- Seating of Corresponding Members
- Introduction of Staff
- Statement of Quorum
- Elect Temporary Recording Clerk
- Approval of Docket
- Consent Agenda *Moderator*
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
Committee on Bills and Overtures
Leadership Team Members Present

Morning Worship

Announcements: Nurture Committee, Resource Center

Ministry in West Virginia – Marcia Myers

*12:25 Minute for Mission

*12:30 Recess for Lunch

*1:30	Prayer & Hymn	<i>Moderator</i>
	Report of the Stated Clerk	<i>Stated Clerk</i>
	- Presentation of Procedural Matters	
	- Recommendations	
	Report of Administration	<i>Sharon Rowe</i>
	“Good News from the Pews”	<i>Moderator</i>
	Report of Leadership Team	<i>Stephen Baldwin</i>
	- 2014 Presbytery Meeting Dates & Locations	
	Report of the Ministry Committee	<i>Randy Fife</i>
	Report of Mission Committee	<i>Todd Wright</i>
	- Mission Trip to Nicaragua	
	Report of the Nurture Committee	<i>Amy Parker</i>
	Report of Stewardship Committee	
	- Treasurer’s Report	<i>Lois Coffey</i>
	New Business	
	Completion of Evaluation Forms	
3:00	Anticipated Time of Adjournment with Charge and Benediction by the <i>Moderator</i>	

APPENDIX C
PROCEDURAL MATTERS

A. Principles of Parliamentary Law

- | | |
|-------------------|--------------------------------------|
| - Courtesy to all | - One Item at a time |
| - Majority rule | - Respect the rights of the minority |
| - Justice for all | - 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, Executive Presbyter, or a member of Council of Presbytery shall be enrolled as a member of the Presbytery for the term of office, whether or not commissioned by his or her session, in accordance with G-3.0306."
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 professional church educators serving the churches of Presbytery, if not enrolled as members of the Presbytery."

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 ministers, elder commissioners, Commissioned Lay Pastors, Executive Presbyter, Stated Clerk, Recording Clerk, Treasurer, Vice-Moderators, Moderator, and Council Members.

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.

MOTION BASICS

Steps of the Motion

1. *Commissioner* rises and addresses the Moderator.
2. *Moderator* recognizes commissioner and grants the floor.
3. *Commissioner* makes motion. (Commissioner may not debate before the motion is seconded.)
4. *Another commissioner* seconds the motion without recognition from the moderator.
5. *Moderator* states the motion.
6. *Moderator* calls for debate. (Maker of the motion has the privilege of first debate.) All speakers must address the moderator and be recognized by the moderator.
7. *Moderator* states the motion.
8. *Moderator* takes the vote and announces the vote and the results of the vote.
9. *Moderator* states the next order of business.

Seven Useful Motions

1. **Amend.** There are *only* three forms of simple amendment.
 - a. To delete or strike out
 - b. To add or insert
 - c. To strike out and insert

The words proposed for deletion or addition *must be consecutive words*. When the amendment does not involve consecutive words or is longer than a paragraph, the motions “to substitute” (a form of amendment) is used. This is a difficult motion and should *never* be used when the simple form of amendment can be used.

2. **Commit or Refer.** To commit or refer back to committee for further study and amendment allows the consultative process to be used in greater depth. When this motion is made, it needs to state clearly what committee; appointment of the committee, if necessary; the task of the committee; and report time.
3. **Postpone to a Particular Time.** This motion takes precedence over the preceding two and has the power to grant additional time to a particular member or committee or do further study or consultation. It should always be used in preference to “table” because it permits debate on the propriety of postponement.
4. **Limits on Debate.** The assembly always has the power and the moderator the right of suggestion, to limit debate to a particular hour, or extend or shorten speeches according to the necessity of the moment. Limits on the length of speeches are advisable in instances where the issue before the assembly is highly divisive and many members wish to speak.
5. **Previous Question.** The maker of the motion “to move the previous question” (close debate and immediately take the vote) must be recognized by the moderator and the motion must receive a second. *It is never in order when called from the floor.* This motion should never be considered when it is used to prevent legitimate debate.
6. **Lay on the Table.** This motion is seldom necessary. The motion “to postpone” is always preferable because of its lower rank and its “debatability”. Misuse of the subsidiary motion can be a strategy that seriously abridges the rights of the assembly because of its high rank and its adoption by majority vote without debate. The moderator is obliged to explain carefully to the assembly the implications of this motion should it be made.
7. **Consideration by Paragraph or Seriatim.** Consideration by paragraph or seriatim is an incidental motion that may be suggested by the moderator or any two members of the assembly, allowing for orderly consideration of a complex proposal with several different parts, clarifying for the assembly the controversial aspects of the proposal. Each paragraph of the proposal can be amended without finally adopting the new wording until final action on the main motion is amended.

(Adapted from *Parliamentary Procedures in the Presbyterian Church (U.S.A.)* by Marianne L. Wolfe, P.R.P.)

APPENDIX D

Final Report of the Administrative Commission for Glenville Presbyterian Church, Glenville, WV

An Administrative Commission (AC) for Glenville Presbyterian Church was appointed July 28, 2011 at a called meeting of the Presbytery of West Virginia, Village Chapel Presbyterian Church, Charleston, West Virginia. Members included Ruling Elders Matt Fair, Mavis Grant-Lilley, Hank Lawrence, and Arden Swecker; and Teaching Elders Cinda Harkless, Convener, Mary Jane Knapp, and James Morley. (Teaching Elder Morley's resignation was received, with thanks, February 7, 2012). The AC was appointed to help the congregation resolve ongoing conflict between members and between some members and the pastor.

After several meetings with individual church members, the Session and the Pastor, the AC determined that it was in the best interests of all concerned to take original jurisdiction and to serve as the Session. This action was taken on November 11, 2011. Ruling Elder Mavis Grant-Lilley was elected to serve as Clerk of Session. Teaching Elder Cinda Harkless was appointed Moderator. With the assistance of the Committee on Ministry, an agreement to dissolve the pastoral relationship with Rev. David Krum was written, and adopted by the AC and Rev. Krum in early December. On December 12, a congregational meeting, moderated by the Rev. James Morley, was held to vote on the proposal to dissolve the relationship. The Dissolution Agreement was approved by written congregational vote, 18 – 1. This action also dissolved the relationship which Glenville Church had with the Weston Church

Over the course of the next months the AC met frequently in person, by conference call and electronically. A priority for the AC/Session was to hire an interim pastor. We were very fortunate to secure the services of the trained interim pastor, Rev. Charles Ringe, III, effective May 2012 for one year.

Priorities for the interim pastor were

1. Helping the congregation to promote and receive healing
2. Helping the congregation to promote understanding and forgiveness
3. Helping the congregation to learn and become educated to Presbyterian theology and doctrine, and
4. Helping the congregation as a group and as individuals keep focused on their walk with God and their own special relationship that each one has with God.

Rev. Ringe has worked diligently and effectively to achieve the above stated goals. A very meaningful Service of Wholeness was held December 2, 2012; it is believed that understanding, healing and forgiveness have occurred and will continue to occur in the next months. Also in December new elders were elected from the congregation and installed in January 2013.

The AC has continued to provide oversight and guidance to the new Session since January and the Session is demonstrating its willingness and ability to function effectively with Rev.

Ringe's leadership. A Manual of Operations is complete; a mission study is being done; regular worship, fellowship activities and educational classes are being held; and permission for an additional one-year contract with the interim pastor was requested of and granted by the Committee on Ministry. The AC has brought closure to all unresolved administrative issues. The Administrative Commission, believing there is a new spirit within the Glenville Presbyterian Church and the Church is well poised to carry out its ministry, seeks to be relieved of its responsibilities.

Submitted by the Administrative Commission:

Rev. Cinda Harkless, Moderator
Elder Mavis Grant-Lilley, Clerk
Elder Matt Fair

Rev. Mary Jane Knapp
Elder Henry Lawrence
Elder Arden Swecker

Dated May 14, 2013

2013 Pastor's Compensation Report Supplement

CHURCH	TYPE	SALARY 2012	SALARY 2013	HOUSE 2012	HOUSE 2013	MANSE/EQUIT 2012	MANSE/EQUIT 2013	UTIL 2012	UTIL 2013	SOC SEC 2012	SOC SEC 2013	AUTO 2012	AUTO 2013	CONT ED 2012	CONT ED 2013	OTHER 2012	OTHER 2013
**Beechwood	Pastor																
First, Htgn	Pastor	51,000	51,000	40,000	40,000					7,535	7,535	2,800	2,800	2,400	2,400	1,000(Prof. Allow.)	1,000(Prof. Allow.)
First, Htgn	Assoc. Pastor	48,436	48,436	18,162	18,162					5,514	5,514	2,400	2,400	1,500	1,500	500(Prof. Allow.)	500(Prof. Allow.)
First, Htgn	Assoc. Pastor	32,911	30,064	17,153	20,000					5,514	5,514	2,400	2,400	1,500	1,500	500(Prof. Allow.)	500(Prof. Allow.)
First, Nitro	Pastor	25,975	26,754	15,000	15,000			3,200	3,200	3,658	3,722	4,800	4,800	1,000	1,000		
First, So. Char.	Pastor	39,000	39,000	8,000	8,000	1,000	1,000	3,000	3,000	4,000	4,000	2,000	2,000	1,000	1,000		
**First, Weston	Pastor																
**Highlawn, Htgn	Pastor																
**Point Pleasant	Pastor																
Rock Lake	Pastor	22,436	22,436	19,000	19,000					2,768	2,810					6407(Prof. Allow.)	6955(Prof. Allow.)

**Did not report for 2013

**Statement of Purpose and Policy
For Presbytery of West Virginia Events
Involving Children, Youth and Persons with Disabilities**

The members of the Presbytery of West Virginia believe that we are called by God to create a safe haven for all of the children, youth and persons with disabilities in our care, nurturing, protecting and empowering them through faith and trust. This commitment includes taking appropriate steps to reduce the risk to these vulnerable people in our care. The following material will help in establishing measures that will minimize the risk of any of our children, youth and persons with disabilities being subject to various types of abuse. These policies and procedures are also intended to respect the rights and afford due process to persons accused of improper conduct.

It is the intent of these policies to protect persons with disabilities regardless of age, as well as children and youth. Policies and procedures to protect such persons from harm and/or abuse must be carefully observed. However, it is understood that adult persons with disabilities are distinct from younger persons and as such, these guidelines (such as the two adult rule) are mitigated.

As used herein, the terms “child,” “children” and youth” refer to all persons under 18 years of age.

For the protection of those persons in our care, everyone working directly with children, youth and persons with disabilities, whether paid or volunteer at any Presbytery of West Virginia sponsored or cosponsored events is subject to the provisions of this policy. Youth who are assigned leadership responsibilities shall also be subject to the provisions of this policy. Therefore, all such persons are expected to participate in pre-event training and orientation including but not limited to training to increase their sensitivity to the prevention of any form of abuse to and protection of children, youth and persons with disabilities.

Revised as of 11/28/2012 by Safe Child Oversight Team of:
Susan Sharp Campbell, PWV Associate for Educational Ministry
Mark Miller, Director of Bluestone
Paula Bland, Social Work, Ruling Elder, Village Chapel, Charleston
Dr. Joe Reed, member of CNW, Ruling Elder, First Buckhannon, Physician
Arvie Maynard, member of P&A, Teaching Elder
Nellie Howard, chair of CCRM, Christian Educator, Ruling Elder, First, Williamstown

Approved by Nurture Committee on 05/16/2013 and submitted to June 11, 2013 PWV meeting.

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I. BIBLICAL, CONFSSIONAL AND REGIONAL MANDATES

It is imperative that the Church of Jesus Christ express in action and intentions the love of God to children, youth and persons with disabilities by providing a safe and welcoming environment for their care and nurture. Therefore, the Presbytery of West Virginia, its member congregations, and all of its programs and activities seek to prevent abuse in any form or of any type to children, youth and persons with disabilities. We further seek to be in ministry to families where abuse may occur.

Biblical mandates

“He has shown you O mortal, what is good: and what does the Lord require of you but to do justice, and to love kindness, and to walk humbly with your God.”

Micah 6:8

“The Lord our God, the Lord is one, and you shall love the Lord your God with all your heart, and with all your soul, and with all your strength....You shall love your neighbor as yourself. There is no other commandment greater than these.” **Mark 12:29-31**

“As he who called you is holy, be holy yourselves in all your conduct.”

I Peter 1:15

“I exhort the elders among you to tend the flock of God that is in your charge, exercising the oversight, not under compulsion but willingly, as God would have you do it – not for sordid gain but eagerly. Do not lord it over those in your charge, but be examples to the flock....Discipline yourselves, keep alert.” **I Peter 5:1-3, 8**

Confessional

“The Spirit gives us courage
to pray without ceasing,
to witness among all peoples to Christ as Lord and Savior,
to unmask idolatries in Church and culture,
to hear the voices of peoples long silenced,
and to work with others for justice, freedom, and peace.”

A Brief Statement of Faith (lines 66-71)

Regional

“Mountaineers are always free.” **Motto of West Virginia**

II. EXAMPLES OF INAPPROPRIATE CONDUCT

A commitment to the call to care for all of God’s children includes preventing the following types of inappropriate conduct:

Physical Abuse, including any unwanted touch, any physical contact intended to coerce or do harm, any hitting or touch in anger.

Emotional/Verbal Abuse, including insults, name calling, belittling remarks, harassment, unfavorable comparisons with other children or youth, shaming, deliberately causing fear, using speech to hurt, and bullying.

Spiritual Abuse, including using scripture or church authority to coerce, control or shame; using threats about condemnation from God or making threats about God withholding love to control behavior.

Sexual Abuse, which is defined as any sexual contact with children, youth or persons with disabilities in a leader’s charge, including:

- Fondling private part
- Oral, genital, or anal penetration
- Sexual intercourse
- Forcible rape
- Suggestive sexual comments
- Showing pornography (sexually explicit materials)
- Exposing sex organs
- Allowing children to witness sexual activity

With regard to appropriate and inappropriate interactions, the following guidelines apply:

1. **Approval and Affection** – In providing approval or affection:

<i>Appropriate Physical Interactions</i>	<i>Inappropriate Physical Interactions</i>
<ul style="list-style-type: none"> • Side hugs • Shoulder-to-shoulder or “temple” hugs • Pats on the shoulder or back • Handshakes • High-fives and hand slapping • Verbal praise • Pats on the head when culturally appropriate • Touching hands, shoulders, and arms • Arms around shoulders • Holding hands (with young children in escorting situations) 	<ul style="list-style-type: none"> • Full-frontal hugs • Kisses • Showing affection in isolated area • Lap sitting • Wrestling • Piggyback rides • Tickling • Allowing a child to cling to an employee’s or volunteer’s leg • Any type of massage given by or to a child • Any form of affection that is unwanted by the child or the employee or volunteer • Compliments relating to physique or body development • Touching bottom, chest, or genital areas

2. **Verbal Interactions** – The manner of speaking with children establishes respect.

<i>Appropriate Verbal Interactions</i>	<i>Inappropriate Verbal Interactions</i>
<ul style="list-style-type: none"> • Positive reinforcement • Appropriate jokes • Encouragement • Praise 	<ul style="list-style-type: none"> • Name-calling • Discussing sexual encounters or in any way involving children in the personal problems or issues of employees and volunteers • Secrets • Cursing • Off-color or sexual jokes • Shaming • Belittling • Derogatory remarks • Harsh language that may frighten, threaten or humiliate children • Derogatory remarks about the child or his/her family

III. POLICY OF THE PRESBYTERY OF WEST VIRGINIA FOR SAFEGUARDING THE WELL BEING OF CHILDREN, YOUTH AND PERSONS WITH DISABILITIES

The members of the Presbytery of West Virginia (hereafter 'the Presbytery') believe that we are called by God to create a safe haven for all of the children, youth and persons with disabilities in our care, protecting those who are powerless and empowering them through faith and trust. During each baptism of an infant, child or adult into this covenant community of faith, the members of the churches of this Presbytery pledge to uphold that person in Jesus Christ and to teach, strengthen and support the individual's relationship with the household of God. We believe there are biblical, confessional and even regional mandates for providing protection of and care for the children, youth and persons with disabilities in our midst.

Therefore, the Presbytery of West Virginia is committed to the safety, welfare, and protection of all children, youth and persons with disabilities participating in the activities and programs of this Presbytery. This policy addresses the preventable risk of any form of abuse or harassment, whether physical, mental or sexual, by any of the employees, or volunteers of this Presbytery engaged in Presbytery sponsored activities or programs. This policy further helps protect workers from unsubstantiated charges of wrongdoing. In addition, we are called to stand not in judgment, but with compassion for each other. We believe that any person who has been accused of committing an act of abuse can expect due process, our prayers, and acceptance as a human being.

Therefore, all Presbytery activities and programs, regardless of location, involving children and youth, will be subject to the following policy:

- Two unrelated adults will be assigned to supervise or lead all activities involving children. This shall be known as the “Two Adult Rule.”
- With youth (ages 13-17), there shall always be a minimum of two unrelated youth and one adult or two unrelated adults and one youth present during any interactions. This shall be known as the “two and one” policy. For overnight events, the “Two Adult Rule” adult rule still applies except in cases of emergency.
- Acknowledging there may be times when there is a need for one on one interaction, all one on one interaction between a child or youth and an adult shall take place in a public place where interactions can be observed.
- Exceptions to the above three bullet points would be: in the event of an emergency and/or a child in direct harm; or when prior permission has been given by a parent/guardian concerning transportation.
- No person will serve as a teacher or volunteer leader of children or youth activities until such person has been a member or an active participant as certified by the Pastor or Clerk of the Session of a church of the Presbytery for six months. Exceptions to this would be new staff members of churches in the presbytery, provided that the responsible church would have conducted a thorough background check of the person. All adults will be subject to background checks by the presbytery.
- An Information Form, criminal record check, and reference checks must be completed before service begins.

- This Presbytery will neither tolerate nor accept any act or omission as specifically described in Prohibited Acts on page 8.
- Upon accusation the accused is entitled to prompt and fair disposition of such serious charges and to receive due process of law including the presumption of innocence unless proven guilty.
- Any violation of the policy shall be reported in accordance with Reporting Suspected Violation of Policy on page 10.

Information Form

Employees and volunteers for children, youth, and persons with disabilities in the activities or programs of the Presbytery will be required to complete an Information Form (Appendix A) providing personal and confidential information necessary to perform criminal and driving (where appropriate) record checks and reference checks on each individual. While this process understandably intrudes into the privacy of our lives, the security of our children, youth and persons with disabilities outweighs the personal invasion inherent with such investigation and disclosures. All personal information is voluntarily disclosed. Furthermore, the results of all criminal record checks and reference checks as well as the refusal of any person to participate in a program or activity in lieu of such disclosure requirements will be considered confidential.

Criminal record checks for persons 18 and older will be conducted by a Presbytery staff person designated as the "Administrator." Additionally, character references will be checked by a person designated by the planning committee for

each activity or program (Appendix C). The written results of the criminal record checks and the reference checks initially will be reviewed by the Administrator. After this initial review, if the Administrator determines that further review should be made, the Administrator will consult with the appropriate program staff.

The information contained in the Information Form, the results of the criminal record check, and the results of the reference check will be disclosed only to the persons designated in the previous paragraph and only with the written permission of the worker.

The Administrator will maintain a locked storage cabinet in the Presbytery office for all Information Forms and results of all record checks. The results of the criminal record checks will be updated every two years. Whether disclosed voluntarily or by result of the criminal record check, the following items will automatically disqualify a person from participating in the leadership or sponsorship of any children or youth activity or program:

Any pending indictment alleging the offense of, or any conviction for: murder; aggravated assault; sexual abuse; sexual assault (rape); aggravated sexual assault; injury to a child; incest; indecency with a child; inducing sexual conduct or sexual performance of a child; possession or promotion of child pornography; the sale, distribution, or display of harmful material to a minor; employment harmful to children; or abandonment or endangerment of a child.

All other convictions or charges for any other crimes not listed above will be reviewed by the Administrator as described in the second paragraph under Information Form. When leadership involves driving, driving records will be reviewed and carefully considered.

Prohibited Acts

The following acts are prohibited by this Policy and will not be tolerated or accepted during any Presbytery activity or program. Any observations or personal

knowledge of such violations must be immediately reported to the Designated Person after the safety of the child, children, or youth involved has been assured.

- **Any display or demonstration of sexual activity, abuse, insinuation of abuse, or evidence of abusive conduct towards any participant;**
- **Sexual advances or sexual activity of any kind between any adult and a child, youth or person with disabilities;**
- **Allowing sexual advances or sexual activity of any kind between youth;**
- **Infliction of physically abusive behavior or bodily injury to a child, youth, or person with disabilities;**
- **Physical neglect of a child, children, youth or persons with disabilities, including failure to provide adequate supervision in relation to the activities of the Presbytery;**
- **Causing mental or emotional injury to a child, youth or person with disabilities;**
- **Possessing obscene or pornographic materials at any function of the Presbytery;**
- **Possessing, consuming or being under the influence of alcohol or illegal drugs while leading or participating in a children or youth function of the Presbytery.**

Reporting Suspected Violation of Policy

In order to maintain an environment free of destructive acts toward all children, youth, and persons with disabilities, the staff, employees, teachers, parents and volunteers of the Presbytery must be aware of their individual responsibility to report any questionable circumstance, observation, act, omission, or situation thought to be in violation of this Policy. All questions or concerns of any suspected abusive behavior or harassment shall be directed to the Designated Person or in extenuating

circumstances, the Executive/General Presbyter of the Presbytery of West Virginia. West Virginia law requires the prompt reporting of suspected abuse to the State Department of Health and Human Services (DHHR), Child Protective Services(CPS) and, in the event of sexual abuse to the State Police and any law-enforcement agency having jurisdiction. (See Appendix E)

In the event anyone personally witnesses, suspects or is made aware of an alleged violation of this policy should follow these steps to insure the security and protection of all persons involved:

- **PERSONALLY SECURE THE SAFETY OF THE VICTIM.**
- **REPORT THE INCIDENT IMMEDIATELY TO THE DESIGNATED PERSON OR, IN EXTENUATING CIRCUMSTANCES, THE EXECUTIVE/GENERAL PRESBYTER. DO NOT LEAVE THE ALLEGED VICTIM ALONE TO REPORT THE INCIDENT.**
- **THE PERSON WHO WITNESSES OR REPORTS AN INCIDENT IS NOT RESPONSIBLE FOR INVESTIGATING OR INTERVENING IN THE ALLEGED EVENT OUTSIDE OF SECURING THE SAFETY OF THOSE INVOLVED.**
- **COMPLETE AN INCIDENT REPORT WHICH WILL BE PROVIDED BY THE DESIGNATED PERSON; THIS WILL BE GIVEN TO LAW ENFORCEMENT/DHHR(CPS). A COPY WILL BE KEPT ON FILE.**
- **THE DESIGNATED PERSON WILL REPORT THE INCIDENT TO THE PERSON LEGALLY RESPONSIBLE FOR THE VICTIM.**
- **MAINTAIN THE CONFIDENTIALITY OF THE ACCUSED, THE ACCUSER AND THE VICTIM.**
- **THE PRESBYTERY BEARS THE RESPONSIBILITY FOR OFFICIAL COMMUNICATION ON BEHALF OF THE PRESBYTERY.**

Consequences of Alleged Violation

Any person accused of committing a Prohibited Act (see page 9 and 10), whether an employee or volunteer, will be suspended immediately from participation in all children/ youth activities and children/youth programs of the Presbytery. Such suspension shall continue during any investigation by the Presbytery, law enforcement or child protection agencies. Such removal does not assume guilt but makes the top priority the protection of those who are most vulnerable. Pastoral care for the accused must also be provided.

Any person, who after formal due process, has been found guilty of abuse shall ordinarily be prohibited from future participation in all children and youth activities and programs of the Presbytery. If the person, who after formal due process has been found guilty of abuse, is an employee of the presbytery, the Personnel and Administration Committee shall be informed of the finding. If the person, who after formal due process has been found guilty of abuse, is an employee of Bluestone Conference Center, the Bluestone Director in consultation with the Executive/General Presbyter and the Chair of the Camp Conference and Retreat Ministries Committee shall decide regarding that person's employment .

As required by West Virginia law, (Appendix E) all reports of abuse will be forwarded to the appropriate child protection and law enforcement authorities. Such reporting must be accomplished in addition to complying with this Policy.

Failure to report a Prohibited Act to the designated person in a timely manner shall be considered a procedural violation of this Policy. This violation may be

grounds for termination of employment, or for suspension or dismissal from participation in all children and youth activities and programs of the Presbytery.

RESPONSE TO ALLEGATIONS

A. Responsibilities of the Person who suspects or witnesses an incident

- Assure the safety of the alleged victim.
- Complete an Incident Report immediately.
- Contact the law-mandated authorities to report the incident.

B. Responsibilities of the Designated Person

- Assure the safety of the alleged victim.
- Assure that an Incident Report is completed immediately.
- Contact the law-mandated authorities to report the incident.
- If possible, remove the alleged violator from direct contact with children, youth and adults with disabilities.
- With Incident Report in hand, contact the Executive/General Presbyter. Proceed at the direction of the Executive/General Presbyter.

C. Responsibilities of the Executive/General Presbyter

Upon notification by the Designated Person, the Executive/General Presbyter, shall act in accordance with the procedures detailed in the "Committee on Ministry: Implementing Procedure for Presbytery of West Virginia Sexual Misconduct Policy (Appendix G)."

D. Communications

Other than required reporting to authorities as stated above, all Presbytery staff and volunteers working with children and youth should be instructed that any other communications about any incidents come only from the Stated Clerk of the Presbytery. No Presbytery staff or workers with children and youth shall make comments.

IMPLICATIONS FOR SPECIFIC PROGRAMS

A. **Bluestone Camps**

1. **Screening and selection of staff**

- All staff members (employed and volunteer) must complete Information Form (Appendix A).

- A criminal record check will be performed by the Presbytery.
 - All staff responsible for driving will be subject to a driving record check.
2. **Supervision by and of staff** See appropriate pages of this policy above regarding the “Two Adult Rule” and “Two and One Rule,” etc. on page 7.
 3. **Staff training –** Each year, all summer staff will receive training during the designated time for staff training, which occurs prior to the beginning of summer camp.
 4. **Reporting allegations**

All Bluestone staff must know the procedure for reporting alleged violations of this policy and the requirements of state and local laws regarding the reporting of child abuse. The Designated Person in such cases shall ordinarily be the Director of Bluestone, or the Director’s designee, or in extenuating circumstances the Executive/General Presbyter.
 5. **Response to Allegations**

In the event an incident is reported, the Designated Person will notify the Executive/General Presbyter as noted above.

B. Presbytery meetings:

1. Screening and selection of child care workers:

- The screening and selection process of childcare workers will be handled by the host church which is providing the childcare. Childcare provided at presbytery

meetings shall be in accordance with the Presbytery's guidelines regarding a Policy for the Protection of Children, Youth and Persons with Disabilities.

- Ordinarily the Presbytery will not allow a Presbytery event involving care or activities for children and youth to be held at a church unless the host church has a Child Protection Policy in place.
- The host church should use the Acknowledgment Form (Appendix F) to verify the screening of its workers.
- The Leadership Team, as the entity responsible for Presbytery meeting arrangements, will see that policy information is distributed to the host church(es) and will see that the suitability of caregivers is verified.

2. **Supervision by and of childcare workers**

- The host church that is providing the childcare workers will handle supervision of workers.
- The "Two Adult Rule" will be standard procedure. See page 7 of this policy.

3. **Reporting and responding to allegations**

- Anyone aware of a violation of this policy should follow the procedure for reporting alleged violations. The Designated Person for such events shall ordinarily be the Stated Clerk of the Presbytery or, in extenuating circumstances, the Executive/General Presbyter.

C. Other Events such as Festival of Faith and youth retreats.

1. Screening and selection of leaders

- All leaders must complete an Information Form (Appendix A) which provides personal and confidential information necessary to perform background and reference checks on each individual.
- A criminal record check will be performed by the committee of the Presbytery in charge of the event.
- All adults responsible for driving will be subject to a driving record check. This includes Youth Council adults as they often drive youth members to retreats and meetings.
- If these adults have been through a screening process at their own church, they must present verification of that fact using an Acknowledgement Form (Appendix F).
- The Presbytery committee planning the event is responsible for seeing that the policies are implemented.

- 2. Training** - Ordinarily adult participants/leaders will be expected to have read this policy in advance of the event and sign a statement saying they have done so. All adults at these events will then be provided a time of training prior to or at the beginning of the event. Training will include a review of this policy.

3. Supervision by and of leaders

The “Two Adult Rule” will be standard procedure with children. The “two and one policy” will be standard procedure with youth (ages 13-17). See page 7 of this policy.

4. Reporting allegations

All leaders working with children, youth and persons with disabilities at Presbytery sponsored events must know the incident reporting procedure and the requirements of state and local laws regarding the reporting of child abuse. The Designated Person at such events shall ordinarily be the Associate for Educational Ministry or, in extenuating circumstances, the Executive/General Presbyter.

5. Response to allegations

In the event an incident is reported, the Designated Person will notify the Executive/General Presbyter.

MONITORING OF POLICY

The Nurture Committee will establish a Safe Child Oversight Team to review these policies and their implementation in all the programs and activities of the Presbytery every three years or as needed. Members of the Safe Child Oversight Team shall include the Associate for Educational Ministry for the Presbytery of WV and the Director of Bluestone, and may include a member of the Personnel and Administration Committee, a physician, an attorney, an educator, and others within the Presbytery, to a total of not more than eight members.

APPENDIX A

PRESBYTERY OF WEST VIRGINIA INFORMATION FORM FOR WORKERS WITH CHILDREN, YOUTH AND PERSONS WITH DISABILITIES

1. Name (last, first, middle, maiden name)

If you have ever used another name, please indicate the name and the time period(s) used: _____

Current Address: _____

How long have you lived at this address: _____

How long have you lived in West Virginia: _____

Gender: M ___ F ___ Birth date: _____

Home Phone: _____

Place of Employment: _____

Work Phone: _____

2. *(skip number 2 if your position does not include driving)*

Drivers License Number: _____

Have you ever had your driver's license suspended or restricted for any reason? _____ If yes, please describe the dates and reasons for each such occurrence on the back.

3. Please answer the following questions:

Name of church in which you participate _____

How long have you been regularly participating _____

Are you a member? _____ Date you became a member? _____

4. Have you served as a volunteer at any church in the past ten years? If so, please state the name and address of the church, the pastor of the church, the time period(s) of your volunteer work and describe generally the nature of your volunteer work:

5. Have you served as a volunteer for any civic organization in the past ten years? If so, please state the name and address of that organization, the person overseeing the volunteer work the time period(s) of your volunteer work and describe generally the nature of your volunteer work. Please indicate which organizations involved working with children and youth.

6. Have you ever been arrested, charged, indicted or convicted for any criminal offense (misdemeanor or felony) other than a traffic violation? _____ (If yes, please explain on the back.)
7. Have you ever been subject to any disciplinary action, complaint or allegations that you violated any employer's or any organization's policy concerning sexual misconduct? _____ (If yes, please explain on the back.)
8. References: Please list the names, addresses, occupations, and telephone numbers of three people (including one relative) who are familiar with your character and abilities. References will be contacted.

<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Work Phone</u>	<u>Home Phone</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

12. I understand and agree that:
 - a. All Information that I have provided may be verified. I agree to release from liability any person or organization that provides information concerning me, including these persons I have listed as references. I understand and agree that any information received will not be disclosed to me, and I hereby waive any right I may have to inspect any information provided about me by any person or organization identified by me on this form.
 - b. By signing this form, I certify and affirm that the information I have given is true, complete, and correct in all respects.
 - c. I have read, understood and agree to abide by the Statement of Policies and Procedures for the Protection of Children, Youth and Persons with Disabilities of the Presbytery of West Virginia.
 - d. [Only applicable to persons eighteen years of age and older] I have completed the release of information form.

Signature: _____ Date: _____

Parent or Guardian's Signature: _____ Date: _____
 (If under age eighteen)

This form is confidential and will be kept in a locked file.

APPENDIX B**Background Check Consent Form**

Applicant should complete all relevant information and sign and date the form.

Applicant's Full Name (Printed): _____

Other Names Used: _____

Social Security Number: _____ Date of Birth: ____/____/____

*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment, internship, or service as a volunteer. Presbytery of West Virginia abides by all applicable state and federal employment laws.

ADDRESSES (for the past 10 Years)

Present Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Present Address? _____

Former Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Former Address? _____

Former Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Former Address? _____

Please list all states and counties of residence since turning age 18:

(Please circle any of the following states in which you have lived: CA, CO, DE, LA, MA, SD, VT, WV, WY)

MOTOR VEHICLE RECORDS

Names as it appears on License: _____

Driver's License Number: _____ State of License: _____

I, _____, hereby authorize Presbytery of West Virginia, and/or their agents to make an independent investigation of my background, references, character, past employment, education, credit history, adult criminal or police records, and motor vehicle records including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for service now and, if applicable, during the tenure of my employment or service with Presbytery of West Virginia.

I release Presbytery of West Virginia and their agents and any person or entity which provides information pursuant to this authorization from any and all liabilities, claims, or law suits in regards to the information obtained from any and all of the above referenced sources used. The name above is my true and complete legal name and all information provided above is true and correct to the best of my knowledge:

Signature of Applicant

Date

APPENDIX C**TELEPHONE REFERENCE CHECK**

Identify yourself

Tell the person that (applicant's name) gave you permission to call for a personal reference and that you will keep the conversation confidential.

Explain what the applicant will be doing for the (church's name) and the age and sex of the children or youth with whom the volunteer will be working.

.....

NAME OF APPLICANT _____

NAME OF PERSON (AND POSITION IN THE PRESBYTERY) CALLING FOR REFERENCE _____

NAME OF REFERENCE _____

TITLE/OCCUPATION _____

PHONE NUMBER _____

DATE CALLED _____

How long have you known (applicant's name) and in what capacity?

Have you observed (applicant's name) interacting with children/youth/persons with disabilities and in what kind of environment?

Please describe this interaction.

Is there any other information you can tell me about (applicant's name)?

Would you let (applicant's name) take care of your children or persons with disabilities?

APPENDIX D

INCIDENT REPORT FORM

Reason for report _____

Date of incident _____ Time _____

Name of Reporter _____ Title _____

Name(s) of Child(ren) _____ Age(s) _____

Quote the child's first words verbatim: _____

Briefly describe child's/youth's behavior/appearance. _____

Briefly describe what happened _____

What action did you take?: _____

Has the incident been resolved?: yes no Explain: _____

Were there any witnesses?

Names: _____

Report submitted to: _____

APPENDIX E

West Virginia Child Abuse Reporting Law

Passed March 10, 2012; in effect ninety days from passage

Be it enacted by the Legislature of West Virginia:

That §49-6A-1, §49-6A-2, §49-6A-8 and §49-6A-10 of the Code of West Virginia, 1931, as amended, be amended and reenacted, all to read as follows:

ARTICLE 6A. REPORTS OF CHILDREN SUSPECTED TO BE ABUSED OR NEGLECTED.

§49-6A-1. Purpose.

It is the purpose of this article, through the complete reporting of child abuse and neglect, to protect the best interests of the child, to offer protective services in order to prevent any further harm to the child or any other children living in the home, to stabilize the home environment, to preserve family life whenever possible, to promote adult responsibility for protecting children and to encourage cooperation among the states to prevent future incidents of child abuse and neglect and in dealing with the problems of child abuse and neglect.

49-6A-2. Persons mandated to report suspected abuse and neglect.

(a) Any medical, dental or mental health professional, Christian Science practitioner, religious healer, school teacher or other school personnel, social service worker, child care or foster care worker, emergency medical services personnel, peace officer or law-enforcement official, humane officer, member of the clergy, circuit court judge, family court judge, employee of the Division of Juvenile Services, magistrate, youth camp administrator or counselor, employee, coach or volunteer of an entity that provides organized activities for children, or commercial film or photographic print processor who has reasonable cause to suspect that a child is neglected or abused or observes the child being subjected to conditions that are likely to result in abuse or neglect shall immediately, and not more than forty-eight hours after suspecting this abuse or neglect, report the circumstances or cause a report to be made to the Department of Health and Human Resources: *Provided*, That in any case where the reporter believes that the child suffered serious physical abuse or sexual abuse or sexual assault, the reporter shall also immediately report, or cause a report to be made, to the State Police and any law-enforcement agency having jurisdiction to investigate the complaint: *Provided, however*, That any person required to report under this article who is a member of the staff or volunteer of a public or private institution, school, entity that provides

organized activities for children, facility or agency shall also immediately notify the person in charge of the institution, school, entity that provides organized activities for children, facility or agency, or a designated agent thereof, who may supplement the report or cause an additional report to be made.

(b) Any person over the age of eighteen who receives a disclosure from a credible witness or observes any sexual abuse or sexual assault of a child, shall immediately, and not more than forty-eight hours after receiving such a disclosure or observing the sexual abuse or sexual assault, report the circumstances or cause a report to be made to the Department of Health and Human Resources or the State Police or other law-enforcement agency having jurisdiction to investigate the report. In the event that the individual receiving the disclosure or observing the sexual abuse or sexual assault has a good faith belief that the reporting of the event to the police would expose either the reporter, the subject child, the reporter's children or other children in the subject child's household to an increased threat of serious bodily injury, the individual may delay making the report while he or she undertakes measures to remove themselves or the affected children from the perceived threat of additional harm: *Provided*, That the individual makes the report as soon as practicable after the threat of harm has been reduced. The law-enforcement agency that receives a report under this subsection shall report the allegations to the Department of Health and Human Resources and coordinate with any other law-enforcement agency, as necessary to investigate the report.

(c) Nothing in this article is intended to prevent individuals from reporting suspected abuse or neglect on their own behalf. In addition to those persons and officials specifically required to report situations involving suspected abuse or neglect of children, any other person may make a report if such person has reasonable cause to suspect that a child has been abused or neglected in a home or institution or observes the child being subjected to conditions or circumstances that would reasonably result in abuse or neglect.

§49-6A-8. Failure to report; penalty.

Any person, official or institution required by this article to report a case involving a child known or suspected to be abused or neglected, or required by section five of this article to forward a copy of a report of serious injury, who knowingly fails to do so or knowingly prevents another person acting reasonably from doing so, is guilty of a misdemeanor and, upon conviction thereof, shall be confined in jail not more than thirty days or fined not more than \$1,000, or both.

§49-6A-10. Educational programs.

Subject to appropriation in the budget bill, the state department shall conduct educational and training programs for persons required to report suspected abuse or neglect, and the general public, as well as implement evidence-based programs that reduce incidents of child maltreatment including sexual abuse. Training for persons required to report and the general public shall include indicators of child abuse and neglect, tactics used by sexual abusers, how and when to make a report, and protective factors that prevent abuse and neglect in order to promote adult responsibility for protecting children, encourage maximum reporting of child abuse and neglect, and to improve communication, cooperation and coordination among all agencies involved in the identification, prevention and treatment of the abuse and neglect of children.

The State Department of Human Services may be reached at 1-800-352-6513, 24 hours per day. This is a confidential report.

APPENDIX F

**ACKNOWLEDGEMENT OF POLICY
FOR THE PROTECTION OF CHILDREN,
YOUTH AND PERSONS WITH DISABILITIES**

_____ (“Church”)

The undersigned representative of the Church hereby acknowledges that the Church maintains a written policy for the protection of children, youth and persons with disabilities. Furthermore, all of those individuals named at the bottom of this form are members of the Church and have been screened in accordance with said Policy including a criminal record check, and will be working with the Presbytery sponsored event. They have been, and currently are, authorized by the Church to work with the children, youth and persons with disabilities of the Church.

Signed this _____ day of _____, 20____

Signature

Printed Name

Capacity with Church

Members authorized to work with Children and Youth of Church

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

APPENDIX G

**COMMITTEE ON MINISTRY
IMPLEMENTING PROCEDURE
FOR**

PRESBYTERY OF WEST VIRGINIA SEXUAL MISCONDUCT POLICY

PROCEDURE

For the following procedures to be used, the accused must be a Minister of Word and Sacrament, Certified Christian Educator, Commissioned Lay Pastor, lay preacher trained and recommended by Presbytery, who serves within the Presbytery of West Virginia; an officer or employee of the Presbytery of West Virginia; a volunteer or lay person serving a congregation under its supervision, including anyone who serves on Presbytery committees, boards, councils and commissions, and other entities in support of Presbytery programs. In such a case, the presbytery declares its intention to deal clearly and fairly with the alleged sexual misconduct when experienced by any person while involved in any professional or volunteer relationship with the presbytery.

In order to fulfill this intention, the presbytery shall maintain a pool of persons for the creation of Response Teams. Each team shall be made up of at least three persons, and the team shall always have a majority of members who are of the same sex as the alleged victim.

Goals of Procedure:

- 1) listen to all parties
- 2) inform all parties of their options (including resources for consultation, counseling, mediation, as well as the steps and resources necessary to utilize the disciplinary procedures in the Book of Order)
- 3) provide mediation with the hope of reconciliation for the parties involved.

If disciplinary procedures are begun, the role of the response team is concluded. Continuing pastoral care will be provided by the Presbytery.

THE RESPONSE TEAM

Being careful to maintain appropriate gender balance, and representation by quadrants, the Committee on Ministry will appoint a pool of resource people to serve as potential members for Response Teams. The Committee on Ministry shall designate one member of this pool as the convener. The Committee on Ministry shall provide for appropriate training for all people appointed, with such training updated annually. These appointments shall be reviewed annually by the Committee on

Ministry. It shall be the responsibility of the Committee on Ministry to evaluate the work of all Response Teams that have been active during the year.

When a request is made to the Presbytery, the convener of the Response Team shall be notified. The convener shall then select individuals from the pool to form the required Response Team. This appointment shall be reported to the next Committee on Ministry meeting.

Each Response Team shall report to the chairperson of the Committee on Ministry when it has concluded its proceedings. Their conclusions and any recommendations for further action shall be reported to the next meeting of the Committee on Ministry, with this information made available to the Executive/General Presbyter.

TIME FACTORS

When a person notifies the Executive/General Presbyter or the Committee on Ministry Chair, of allegations of sexual misconduct, the convener shall be notified. The convener shall attempt to make immediate contact with the alleged victim. After contact with the alleged victim, the convener shall attempt to make contact with the accused. Ordinarily, from the time notification is made, no longer than ten (10) days shall elapse until the alleged victim and representatives of the Response Team shall hold an initial meeting. Following the meeting with the alleged victim, the Response Team shall meet with the accused.

From the date of the initial meeting of the Response Team and the alleged victim, no longer that thirty (30) days shall elapse until recommendations are made to the parties involved and a report filed with the Committee on Ministry regarding the allegation.

RECORDS

The only required records of each case shall include the names of the Response Team members; the name of the victim of an alleged incident; the name of the person accused; the date(s) of the incident(s); the date of all meetings with the alleged victim, the accused, and other parties to the incident; the date on which the final recommended disposition of the matter was made; the specifics of the final disposition; and any recommendations for further action. One copy of these records shall be kept in the permanent files of the Chair of the Committee on Ministry, and the Presbytery of West Virginia shall retain one copy in its office. Such records will be marked confidential and securely stored. The Response Team shall keep no separate records of this confidential material.

The person within Presbytery giving a reference is obligated to give truthful information regarding allegations, inquiries, and administrative or disciplinary action related to sexual misconduct. The response, however, must be limited to information that is a matter of record.

OTHER OPTIONS

At any point, a person alleging sexual misconduct may initiate disciplinary action as provided for in “The Rules of Discipline”, Chapter X, (D-10.0000 ff.). Likewise, at any point, the accused may request vindication as provided for in “The Rules of Discipline”, Chapter IX, (D-9.0000 ff.).

SCREENING PROCESS

Part of pre-employment screening shall include specific questions related to discovering previous complaints of sexual misconduct. The Committee on Ministry shall screen all persons seeking ministerial calls. The Personnel and Administration Committee shall be responsible for screening persons applying for presbytery staff positions. Each committee or unit of Presbytery is responsible for screening the volunteers it enlists. It shall be the Committee on Ministry’s responsibility to hold all entities of Presbytery responsible in the implementation of this policy.

The following questions are recommended to each entity:

- (1) Has a civil, criminal, or ecclesiastical complaint ever been filed against you alleging sexual misconduct? If so, indicate the date, nature, and place of these allegations, and the name, address, and phone number of your employer at the time.
- (2) Have you ever resigned or been terminated from a position for reasons relating to allegations of sexual misconduct? If so, indicate the date, nature, and place of these allegations, and the name, address, and phone number of your employer at the time.
- (3) Have you been required to obtain professional treatment, physical or psychological, for reasons related to sexual misconduct by you? If so, would you be willing to sign a release of information to an appropriate entity of Presbytery.

APPENDIX H

**Resources available in the Resource Center
Of the Presbytery of West Virginia
(12/01/2012)**

- Advisory Committee on Social Witness Policy of the General Assembly Council.
“Resolution on Allegations of Child Sexual Abuse Against Educators with Study Guide.” 2005. Presbyterian Church (USA).
- Basham, Beth and Sara Lisherness, editors. *Striking Terror No More: The Church Responds to Domestic Violence, Second Edition*. 2006. Bridge Resources.
- Capps, Donald. *The Child’s Song: The Religious Abuse of Children*. 1995. Westminster John Knox Press.
- Fowlkes, Mary Anne. *The Church Cares for Children: A Handbook for Childcare in the Church*. 1995. Presbyterian Publishing House.
- Freeman, Lory. *It’s My Body*. 1982. Parenting Press.
- Freeman, Margery, editor. *Helping Churches Mind the Children*. 1989. National Council of Churches.
- Gnatuk, Carole A., Mavis Grant, and Theresa Imhoff-Gannett. *Child Advocacy Workshop Kit*. Presbytery of West Virginia.
- Guy, Kathleen and Shannon Daley. *Welcome the Child: A Child Advocacy Guide for Churches*. 1994. Children’s Defense Fund.
- Hale, Gloria, Editor. *The Source Book for the Disabled*. 1979. Saunders Press.
- Hammar, Richard R., Steven W.Klipowicz, and James F.Cobble, Jr. *Reducing the Risk: Making Your Church Safe from Child Sexual Abuse*. 1993. Church Law & Tax Report.
- Kuhns, Mary. *Hearing the Silence, Healing the Pain*. 1995. Presbyterian Church (USA).
- Kutz-Mellem, Sharon, Editor. *Different Members, One Body: Welcoming the Diversity of Abilities in God’s Family*. 1999. Witherspoon Press.
- Leehan, James. *A Defiant Hope: Spirituality for Survivors Of Family Abuse*. 1993. Westminster John Knox Press.
- MacDonald, Bonnie Glass. *Child Abuse Ministry: A Bibliography of Resources for the Religious Community*. 1995. National Council of Churches.

- _____. *Surely Heed Their Cry: A Presbyterian Guide to Child Abuse Prevention, Intervention, and Healing*. 1993. Presbyterian Publishing House.
- Martin, Emily. *Stop the Hurt: A Handbook for Victims of Family Violence*. 1994. West Virginia Women's Commission.
- McClintock, Karen A. *Preventing Sexual Abuse in Congregations: A Resource for Leaders*. 2004. Alban Institute.
- Melton, Joy Thornburg. *Safe Sanctuaries: Reducing the Risks of Child Abuse in the Church*. 1998. Discipleship Resources.
- _____. *Safe Sanctuaries for Youth: Reducing the Risk of Abuse in Youth Ministries*. 2003. Discipleship Resources.
- Merrick, Lewis H. *And Show Steadfast Love: A Theological Look at Grace, Hospitality, Disabilities & the Church*. 1994. Presbyterian Publishing House.
- Miller, Melissa A. *Family Violence: The Compassionate Church Responds*. 1994. Herald Press.
- Ohsberg, H. Oliver. *Church and Persons with Handicaps*. 1982. Herald Press.
- Project Child. *Understanding Child Abuse: An Adult Education Series in a Religious Setting*. 2003. The Child Abuse Prevention Coalition of the Lehigh Valley.
- Reid, Kathryn Goering. *Preventing Child Sexual Abuse: A Curriculum for Ages 5-8*. 1994. United Church Press.
- Reid, Kathryn Goering and Marie Fortune. *Preventing Child Sexual Abuse: A Curriculum for Ages 9-12*. 1989. United Church Press.
- Wright, N.T. *His Name is Joel: Searching for God in a Son's Disability*. 1999. Bridge Resources.

Videos

- "Ask Before You Hug: Sexual Harassment in the Church." EcuFilm.
- "Break the Silence: Kids against Child Abuse." 1997. Arnold Shapiro Productions.
- "Don't Look at Me: A Child's Story about Feeling Different." 1990. Franciscan Press.

“Hear Their Cries: Religious Responses to Child Abuse.” 1992. Center for Prevention of Sexual and Domestic Violence.

“I Can’t Talk About It: A Child’s Story about Sexual Abuse.” 1990. Franciscan Press.

“Not in My Church.” 1991. Center for the Prevention of Sexual and Domestic Violence.

“Play It Safe!” 1994. Interlink.

“Surprising Grace: People, Disabilities, Churches.” 1998. Presbyterians for Disability Concerns.

“Telling Kelli.” 1980. Harvest Productions.

“Welcoming the Children.” 1994. Media Services, Presbyterian Church (USA).

“Witnesses to Truth, Witnesses to Healing: Investigating Child Abuse in a Missionary Setting.” 2006. Presbyterian Church (USA), Independent Abuse Review Panel.

Other Resources Available (Not in the Resource Center)

Besharov, Douglas J. *Recognizing Child Abuse: A Guide for the Concerned*. 1990. Free Press

Carlson, Lee W. *Child Sexual Abuse: A Handbook for Clergy and Church Members*. 1988. Judson Press.

Fortune, Marie M. *Love Does No Harm: Sexual Ethics for the Rest of Us*. 1998. Bloomsbury Academy.

_____. *Violence in the Family: A Workshop Curriculum for Clergy and Other Helpers*. 1991. Pilgrim Press

Freeman, Lory. *Loving Touches*. 1986. Parenting Press, Inc.

Heggen, Carolyn H. *Sexual Abuse in Christian Homes and Churches*. 2006. Wipf and Stock Publishers.

Horton, Anne L. and Judith A. Williamson. *Abuse & Religion: When Praying Isn’t Enough*. 1998. Lexington Books.

Patterson, John. *Staff Screening Tool Kit: Keeping the Bad Apples Out of Your Organization*. 1994. Nonprofit Risk Management Center.

Voelkel-Haugen, Rebecca, and Marie M. Fortune. *Sexual Abuse Prevention: A Course of Study for Teenagers*. 1996. Pilgrim Press.

Videos

“Caring Shepherds.” Risk Management Department of the General Council on Finance and Administration of the United Methodist Church.

“Bless Our Children: Preventing Sexual Abuse.” Center for the Prevention of Sexual and Domestic Violence.

**Presbytery of West Virginia
Budget to Actual at May 28 to 2013 Budget**

COMPOSITE by COMMITTEE					
	5 months 2013	Budget 2013	%	Restricted Fund & Other Support	
ADMINISTRATION	211,608	547,801	39%		11,058
BLUESTONE	20,117	42,500	47%		2,500
MINISTRY	8,173	20,200	40%		7,500
MISSIONS	16,871	84,150	20%		43,000
NOMINATING	55	200	27%		
NURTURE	6,207	28,365	22%		8,000
PERMANENT JUDICIAL COMMISSION	-	300	0%		
RELATIONS	9,047	25,217	36%		13,087
REPRESENTATION	-	100	0%		
STEWARDSHIP	6,058	11,500	53%		
TRUSTEES	16	1,000	2%		
VOCATIONS	316	9,400	3%		5,000
TOTALS	278,468	770,733	36%		90,145
SOURCES of SUPPORT					
	5 months 2013	Budget 2013	%		
Shared Mission Support (net of Synod & GA portion)	134,678	417,096	32%		
Per Capita Apportionment (net of Synod & GA portion)	69,233	207,492	33%		
Previous Year Shared Mission & Per Capita	13,774				
Restricted Funds Support	20,403	90,145	23%		
Outside Funding, Investment Earnings & Gifts	28,592	56,000	51%		
	266,680	770,733	35%		

**Presbytery of West Virginia
Budget to Actual at May 28 to 2013 Budget**

	Actual at 5/28/13	Budget 2013	%	Restricted Fund Support	\$
ADMINISTRATION					
OFFICE EXPENSES		55,000	48%		
5105 · Postage	180.79				
5110 · Supplies	6,877.96				
5115 · Publications & Subscriptions	89.95				
5117 · Presbytery Directory	1,476.00				
5120 · Telephone	2,365.75				
5125 · Utilities	3,284.77				
5130 · Cleaning/Bldg Maintenance	3,327.03				
5135 · Equipment	878.98				
5140 · Equipment Maintenance	2,983.50				
5150 · Staff Expenses	755.60				
5155 · Insurance - Property	3,827.96				
5160 · Bad Debt Expense	48.58				
5165 · Web Site Maintenance	-				
5168 · Internet Service	249.75				
5170 · Loss on Disposal of Asset	-				
5180 · Bank service fees	306.05				
5185 · Miscellaneous	-				
SALARY & PERSONNEL EXPENSE					
All Salaries (including housing & utilities)	119,705.06	297,988	40%		
Interim Clerical Assistance	-	15,000	0%		
Cluster Shepherds	-	15,000	0%		
Pension Expense	14,554.41	32,850	44%		
Medical Insurance Expense	28,742.31	64,595	44%		
Payroll Taxes	8,392.21	22,528	37%		
Workers' Compensation	382.00	1,100	35%		
Continuing Education & Professional Expense	4,561.96	12,200	37%	Funds of PWV	9,558
Administration Personnel Continuing Education	-	-	0%		
Travel & Program Expense	6,843.72	27,500	25%		
COMMITTEE EXPENSES					
7030 Consultant Fees	-	1,000	0%		
7050 Staff Development	1,238.50	1,540	80%	Funds of PWV	1,500
7090 Committee Meetings	534.88	1,500	36%		
	211,607.72	547,801	39%		
BLUESTONE					

**Presbytery of West Virginia
Budget to Actual at May 28 to 2013 Budget**

	Actual at 5/28/13	Budget 2013	%	Restricted Fund Support	\$
CHRISTIAN NURTURE & WORSHIP					
6376 · Bluestone CIT Program	-	2,500	0%	Rachel McClintic Fund	2,500
CAMP, CONFERENCE, RETREAT MINST					
7210 · Bluestone Support	20,000.00	40,000	50%		
7290 · Committee Meetings	117.48				
	20,117.48	42,500	47%		
MINISTRY					
CONGREGATIONAL DEVELOPMENT					
6008 · Mission Insite	5,000.00	5,000	100%	MDF	5,000
COMMITTEE ON MINISTRY					
6140 · Ministry Training	-	500	0%	PEPS	500
6145 · Kanawha Pastoral Care Center	-	1,000	0%		
6160 · Professional Development	-	3,500	0%		
6165 · Church Professional Orientation	-	1,000	0%		
6170 · COM Resources	-	500	0%		
6175 · Congregational Care Travel	-	500	0%		
6185 · Miscellaneous	-	200	0%		
6189 · Emergency Church Assistance	-	2,000	0%	Small Church Fund	2,000
6190 · Committee Meetings	3,173.37	6,000	53%		
	8,173.37	20,200	40%		
MISSIONS					
CONGREGATIONAL DEVELOPMENT					
6076 · Missional Church Resources	-	250	0%		
6077 · Missional Church Development	-	10,000	0%	Small Church Fund	10,000
6080 · New Transformation Initiatives	-	10,000	0%	MDF	10,000
6081 · NTL-Beckley Project	-	4,000	0%	MDF	4,000
SOCIAL & ECUMENICAL MINISTRIES					
6710 · Davis-Stuart	375.00	1,500	25%		
6732 · Davis & Elkins College	750.00	1,500	50%		
6740 · PHEWA Dues	250.00	250	100%		
6760 · The Shack NH Support	4,375.00	17,500	25%		
6765 · Tyrand Coop. Ministry Support	1,250.00	2,500	50%	Midland Memorial	2,500
6770 · Westminster Foundation	375.00	1,500	25%		
6772 · Davis Mem. Elkins Afterschool	500.00	2,000	25%		
6780 · WV Min. of Advocacy & Workcamps	4,850.00	19,400	25%	MDF	15,000

**Presbytery of West Virginia
Budget to Actual at May 28 to 2013 Budget**

	Actual at 5/28/13	Budget 2013	%	Restricted Fund Support	\$
6782 · Deuteronomy Fund - Girl's Place	750.00	3,000	25%		
6785 · Child Health Pantry	375.00	1,500	25%		
6787 · REACHH Family Resource Center	375.00	1,500	25%		
6790 · Committee Meetings	85.80	2,000	4%		
MISSION INTERPRETATION & STWDSH					
7110 · Mission Itineration	-	250	0%		
7130 · Kenya Partnership	-	1,500	0%	Kenya Partnership Fund	1,500
7165 · Agsten & Clay Missionaries	2,560.00	3,000	85%		
7193 Conference Support	-	1,000	0%		
	16,870.80	84,150	20%		
NOMINATING					
5320 · Nominating Committee	54.51	200	27%		
NURTURE					
CHRISTIAN NURTURE & WORSHIP					
6320 · Resource Center Acquisitions	733.46	1,350	54%		
6321 · Resource Ctr. - Supplies/Equip.	55.00	400	14%		
6322 · Resource Ctr. - Subscriptions	350.00	700	50%		
6323 · Resource Ctr. - Catalog Program	-	415	0%		
6330 · Festival of Faith	(580.11)	500	-116%		
6332 · Church Educators Support	234.29	400	59%		
6335 · Educator/Clergy/CLP Retreat	327.79	1,000	33%		
6345 · Younger Youth Retreat	1,406.49	1,500	94%		
6350 · Older Youth Retreat	-	1,600	0%		
6355 · National Youth Conferences	3,503.00	17,000	21%	Rachel McClintic Fund	6,000
6360 · Youth Council	13.00	500	3%		
6370 · Adult Spiritual Development	-	400	0%		
6380 · Scholarships	-	2,000	0%	1000 MDF; 1000 PEPS	2,000
6385 · Miscellaneous	-	200	0%		
6390 · Committee Meetings	164.35	400	41%		
	6,207.27	28,365	22%		
PJC					
5305 · Permanent Judicial Commission	-	300	0%		
RELATIONS					
GOVERNING BODY EXPENSE					

**Presbytery of West Virginia
Budget to Actual at May 28 to 2013 Budget**

	Actual at 5/28/13	Budget 2013	%	Restricted Fund Support	\$
5310 - Council/Leadership Team	3,216.94	4,000	80%		
5355 Transition Expenses	-	13,087	0%	MDF	13,087
5410 Presbytery Meetings	200.00	800	25%		
5415 - Moderator Expenses	59.62	1,000	6%		
5430 - Synod	-	100	0%		
5450 - Denomination Resources	3,058.00	100	3058%		
COMMITTEE EXPENSES					
7010 - The "Stream"	-	100	0%		
PRESBYTERIAN WOMEN					
7310 - Presbyterian Women Support	2,512.50	6,030	42%		
	9,047.06	25,217	36%		
REPRESENTATION					
5315 - Committee on Representation	-	100	0%		
STEWARDSHIP					
FINANCE & DEVELOPMENT					
6545 - Outside CPA Costs	6,000.00	10,500	57%		
6590 - Committee Meetings	57.55	1,000	6%		
	6,057.55	11,500	53%		
TRUSTEES					
5325 - Trustees	16.38	1,000	2%		
VOCATIONS					
PREPARATION FOR MINISTRY					
6210 - Care of Candidates	100.00	500	20%		
6220 - Annual Consultation	-	500	0%		
6230 - Career Counseling	-	1,000	0%		
6240 - Scholarships	-	5,000	0%	Bush Fund	5,000
6250 - Conferences	-	900	0%		
6290 Committee Meetings	216.08	1,500	14%		
	316.08	9,400	3%		
TOTAL	278,468.22	770,733	36%		90,145

THANKS to these churches who have pledged shared mission support in 2013:

Alderson	Fairmont First	Rome
Anderson Memorial	Fayetteville	Ronceverte
Arthurdale - Community	Fleming Memorial	Salem
Bates Memorial	Frankford	Smithers
Baxter	Glenville	South Park
Beckley	Grace Covenant	Spencer
Belington	Highlawn Huntington	Spring Creek
Belle	Highlawn St. Albans	Spring Valley
Beulah Humble	Hinton First	St. Albans First
Beverly Hills	Hughes River	St. Marys
Bluefield First	Kesler Memorial	Sugar Grove
Bream Memorial	Kuhn Memorial	Summersville
Bridgeport	Liberty	Teays Valley
Brush Creek	Logan First	Terra Alta First
Buckhannon First	Marsh Fork	Thomas
Canyon Community	Mill Creek	Tygarts Valley
Centerville	Milton	Union
Charleston First	Montgomery	Upper Glade
Church of Our Saviour	Morgantown First	Valley Bend
Church of the Covenant	Old Stone	Village Chapel
Clarksburg First	Philippi	Waverly-Bethel
Clifton	Pickens	Welch First
Colcord First	Presbyterian Church of the Covenant	Westminster - Charleston
Davis Memorial - Elkins	Ravenswood First	Westminster - Vienna
Davis Memorial - Gassaway	Red Sulphur Springs	White Sulphur Springs
Dunbar First	Richwood	Whitesville First
Edgewood	Ripley First	Williamstown First
Eleanor	Rock Lake	Winfield
Elk Hills		Zion

The 86 churches listed above have pledged \$475,829 in shared mission giving for the year 2013. The portion retained by Presbytery is \$380,663 representing 91.3% of the congregational support that was budgeted for Presbytery operations. We thank you for sharing your many blessings!

Presbytery of West Virginia
Statement of Financial Position
As of May 28, 2013

				May 28, 13	May 28, 12
ASSETS					
Current Assets					
Checking/Savings					
		1005 · Petty Cash	250.00	250.00	
		1012 · Payroll - WesBanco Bank	15,392.88	17,522.40	
		1020 · Cash - United Bank Checking	-1,887.14	5,576.73	
		1022 · Cash - United Bank Sweep Acct	290,045.28	429,001.32	
		1023 · WV Federal Credit Union	225,089.48	0.00	
		1029 · First Community Bank - Fr. Crk.	15,701.52	15,670.34	
		1030 · Wells Fargo - MDF			
		1032 · Equities -- Index Fund	797,657.08	723,719.17	
		1035 · Fixed Income	516,603.40	505,360.56	
		Total 1030 · Wells Fargo - MDF	1,314,260.48	1,229,079.73	
		1050 · Wells Fargo Money Market			
		1051 · Wells Fargo MM - PWV	19,758.21	33,236.93	
		1052 · Kay Long Memorial Fund	8,361.63	8,350.20	
		1053 · Molly Gant Scholarship Fund	13,665.28	12,518.66	
		1054 · Kenya Partnership	11,104.98	11,620.77	
		1055 · Presbyterian Hunger Program	33,992.07	21,036.80	
		1056 · Pack Endowment Fund	202,919.00	202,035.49	
		Total 1050 · Wells Fargo Money Market	289,801.17	288,798.85	
INVESTMENTS					
		1070 · New Covenant Funds of PWV	208,071.17	187,092.87	
		1072 · New Covenant New Ch. Devel	96,911.97	87,141.03	
		1074 · New Covenant PEPS	2,642.95	2,718.25	
		1075 · New Covenant Slaughter	671.16	610.05	
		1076 · New Covenant Riner	45,844.67	44,753.52	
		1077 · New Covenant Scholarship	10,229.46	9,886.47	
		1078 · New Covenant Seminary Student	19,063.28	17,148.34	
		1079 · New Covenant Dickinson	31,823.80	28,615.24	
		1080 · New Covenant Bush Fund	140,913.71	128,956.88	
		1081 · New Covenant Goin Estate	36.78	348.13	
		1084 · New Covenant Midland Mem.	61,643.13	57,589.54	
		1086 · New Covenant Lee Beard	590.42	544.65	
		1087 · New Covenant Small Church	762,911.43	687,102.89	
		1090 · T Rowe Price - Rachel McClintic	699,317.53	616,028.07	
		Total INVESTMENTS	2,080,671.46	1,868,535.93	
		Total Checking/Savings	4,229,325.13	3,854,435.30	
		Accounts Receivable	1,837.49	72.57	

Presbytery of West Virginia
Statement of Financial Position
As of May 28, 2013

				May 28, 13	May 28, 12
Other Current Assets					
	1220	Notes Receivable MDF		27,224.83	29,825.98
	1240	Notes Receivable Riner		25,000.00	25,000.00
	1309	Notes Receivable R. McClintic		154,351.01	159,432.01
	1450	Workers Comp Deposit		247.09	247.09
Total Other Current Assets				206,822.93	214,505.08
Total Current Assets				4,437,985.55	4,069,012.95
Fixed Assets					
	1510	Land		58,000.00	58,000.00
	1520	Building & Grounds		266,777.00	266,777.00
	1530	Furniture & Fixtures		12,624.20	12,624.20
	1540	Capital Equipment		31,111.53	33,490.58
	1550	Software		11,727.46	12,185.46
	1590	Accumulated Depreciation		-218,449.16	-213,544.43
Total Fixed Assets				161,791.03	169,532.81
Other Assets					
	1820	Cash Surrender Value Life Ins.		107,672.40	103,027.51
Total Other Assets				107,672.40	103,027.51
TOTAL ASSETS				4,707,448.98	4,341,573.27
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
	2010	Benevolence Receipts Payable		648.13	117,572.95
PAYROLL LIABILITIES					
	2060	SIT Withheld/Payable		451.00	-550.00
	2070	403(b) Withheld/Payable		625.00	-697.50
	2085	Medical Reimb. Plan Payable		227.66	676.66
Total PAYROLL LIABILITIES				1,303.66	-570.84
	2200	Deferred Revenue		456.00	0.00
Total Other Current Liabilities				2,407.79	117,002.11
Total Current Liabilities				2,407.79	117,002.11
Total Liabilities				2,407.79	117,002.11

Presbytery of West Virginia
Statement of Financial Position
As of May 28, 2013

		May 28, 13	May 28, 12
Equity			
	3010 · Fund Balance Funds of PWV	824,267.11	721,804.81
	3011 · Fund Balance - MDF	1,368,599.31	1,283,594.70
	3012 · Fund Balance New Ch. Devel	96,803.12	86,587.26
	3013 · Fund Balance Hunger Prog	21,087.89	27,501.00
	3014 · Fund Balance PEPS	2,639.97	2,700.57
	3015 · Fund Balance Slaughter	669.94	607.23
	3016 · Fund Balance Riner	69,793.07	64,468.67
	3017 · Fund Balance Scholarship	10,210.78	9,841.33
	3018 · Fund Balance Seminary Student	19,041.87	17,039.41
	3019 · Fund Balance Dickinson	31,788.05	28,433.39
	3020 · Fund Balance Bush Fund	140,755.37	128,137.37
	3021 · Fund Balance Goin Estate	36.73	345.92
	3024 · Fund Balance Midland Mem.	61,573.82	57,223.00
	3026 · Fund Balance Lee Beard	589.34	542.17
	3027 · Fund Balance Small Church	762,054.52	682,743.49
	3028 · Fund Balance Kenya Partnership	9,271.64	10,967.98
	3029 · Fund Balance Rachel McClintic	822,263.50	732,844.13
	3030 · Fund Balance Kay Long Memorial	8,350.80	8,372.04
	3031 · Fund Balance Molly Gant Fund	13,487.58	10,979.64
	3032 · Fund Balance Pack Endowment	202,482.35	201,134.40
	Net Income	239,274.43	148,702.65
	Total Equity	4,705,041.19	4,224,571.16
TOTAL LIABILITIES & EQUITY		4,707,448.98	4,341,573.27

Bluestone Conference Center, Inc.

Budget to Actual at May 28, 2013

<u>INCOME</u>	<u>Actual</u>	<u>Budget</u>	%	<u>Actual at 5/28/2012</u>
Presbytery support	\$ 20,000	\$ 40,000	50%	\$ 20,000
Grant Subsidy - Rachel McClintic Fund	-	2,500	0%	-
Retreats - Bluestone Events	4,573	13,000	35%	2,569
Retreats - Presbyterian	1,977	12,500	16%	2,580
Retreats - Presbytery Affiliate	-	-	0%	-
Retreats - Non-Presbyterian	1,500	25,000	6%	1,500
Summer Camp Registrations	22,000	79,400	28%	20,413
Donations	6,822	5,750	119%	5,448
Friends of Bluestone	11,500	59,900	19%	5,000
Interest	1	-	0%	1
Miscellaneous	-	-	0%	-
TOTAL INCOME	\$ 68,372	\$ 238,050	29%	\$ 57,510
<u>EXPENSES</u>				
Salaries & Personnel	\$ 34,165	\$ 103,904	33%	\$ 31,562
Office & Administration	2,884	21,780	13%	6,182
Bluestone Committee Expense	122	1,000	12%	125
Plant Operation & Upkeep	18,078	68,900	26%	11,827
Summer Salary & Staff	1,556	25,888	6%	998
Summer Program	1,226	1,200	102%	2
Summer Trip Camps	-	9,750	0%	400
TOTAL EXPENSES	\$ 58,032	\$ 232,422	25%	\$ 51,095
NET INCOME (excluding Store a/c & depreciation expense) = \$10,340				\$ 6,415
Balance Sheet				
	<u>2013</u>	<u>2012</u>		
<u>ASSETS</u>				
Current Assets	\$ 18,229	\$ 13,174		
Property & Equipment (net of depreciation)	141,588	148,496		
TOTAL ASSETS	\$ 159,817	\$ 161,670		
<u>LIABILITIES</u>				
Payroll Liabilities	\$ 434	\$ 70		
Long Term Debt	27,224	29,825		
TOTAL LIABILITIES	\$ 27,657	\$ 29,895		
EQUITY	132,160	131,775		
TOTAL LIABILITIES & EQUITY	\$ 159,817	\$ 161,670		

Friends of Bluestone, Inc.
BALANCE SHEET
As of April 30, 2013 and 2012

ASSETS

	<u>2013</u>	<u>2012</u>
CURRENT ASSETS		
Cash - BB&T	\$ 28,715.09	\$ 37,854.85
Cash in Transit - Thriva/PayPal	0.00	363.52
	<hr/>	<hr/>
Total Current Assets	28,715.09	38,218.37
	<hr/>	<hr/>
PROPERTY AND EQUIPMENT		
Equipment	2,200.00	2,200.00
	<hr/>	<hr/>
Net Property and Equipment	2,200.00	2,200.00
	<hr/>	<hr/>
TOTAL ASSETS	\$ 30,915.09	\$ 40,418.37
	<hr/> <hr/>	<hr/> <hr/>

Friends of Bluestone, Inc.
BALANCE SHEET
As of April 30, 2013 and 2012

LIABILITIES AND STOCKHOLDERS' EQUITY

	<u>2013</u>	<u>2012</u>
CURRENT LIABILITIES		
LONG-TERM LIABILITIES		
FUND BALANCE		
Fund Asset Balance	<u>30,915.09</u>	<u>40,418.37</u>
Total Fund Balance	<u>30,915.09</u>	<u>40,418.37</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 30,915.09</u>	<u>\$ 40,418.37</u>

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

	1 Month Ended April 30, 2013	1 Month Ended April 30, 2012	4 Months Ended April 30, 2013	4 Months Ended April 30, 2012
Income				
Donations - Churches	\$ 125.00	\$ 100.00	\$ 5,519.62	\$ 1,608.33
Donations - Individuals	1,005.00	350.00	4,220.00	2,075.00
Donations - Restricted	0.00	0.00	0.00	4,184.00
Fundraiser - Kroger Cards	285.94	0.00	285.94	0.00
Golf Tournament Sponsors	1,100.00	2,000.00	2,700.00	2,300.00
Golf Registrations	510.00	4,865.00	680.00	5,165.00
Interest Earned	0.20	0.26	0.83	0.98
	<hr/>	<hr/>	<hr/>	<hr/>
Total Income	3,026.14	7,315.26	13,406.39	15,333.31
Operating Expenses				
Distributions to Presbytery				
Camp - General Operating Expense	5,000.00	0.00	11,500.00	5,000.00
Total Distributions to Presbytery	<hr/> 5,000.00	<hr/> 0.00	<hr/> 11,500.00	<hr/> 5,000.00
Direct Expenses				
Thrive/PayPal Discount Fee	16.19	33.25	56.28	33.25
Bank Service Charge	0.00	0.00	12.00	0.00
Postage	0.00	0.00	52.80	87.68
Fundraising Expenses	716.79	2,697.50	716.79	2,997.50
Total Direct Expenses	<hr/> 732.98	<hr/> 2,730.75	<hr/> 837.87	<hr/> 3,118.43
Total Operating Expenses	<hr/> 5,732.98	<hr/> 2,730.75	<hr/> 12,337.87	<hr/> 8,118.43
Net Income (Loss)	<hr/> \$ (2,706.84)	<hr/> \$ 4,584.51	<hr/> \$ 1,068.52	<hr/> \$ 7,214.88

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