

# MINUTES

of the

# PRESBYTERY OF WEST VIRGINIA

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



**STATED MEETING**  
**FIRST PRESBYTERIAN CHURCH**  
Fairmont, West Virginia  
December 13, 2014

## **PRESBYTERY OF WEST VIRGINIA**

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### **ONE HUNDRED TWENTY SIXTH STATED MEETING**

#### **CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Moderator Joan Stewart

#### **GREETINGS**

Pastor Elise Neal of the First Presbyterian Church greeted and welcomed Presbytery on behalf of the church.

Stated Clerk Maureen Wright welcomed new teaching member, Karen Kinney serving the Glenville Presbyterian Church who signed the Book of Obligations. She also welcomed Mary Ann Collins Stauffer, member of National Capital Presbytery and recommended her seating as a Corresponding Member for this presbytery meeting. This was **approved** unanimously.

The Moderator recognized Ruling Elders attending Presbytery for the first time.

#### **QUORUM**

Stated Clerk Wright stated there was not a quorum present; she asked the Moderator to return to this question following lunch. (Attendance record in Appendix A, pages 160-165.)

#### **DOCKET**

Stated Clerk Wright presented the docket and moved its adoption with one exception. After receiving a second, Presbytery **adopted** the docket. (Appendix B, pages 166-167.)

#### **CONSENT AGENDA**

##### **RECOMMENDATIONS:**

1. From the Mission Committee
  - a. That the offering be split evenly between the Mountaineer Food Bank and Facing Hunger in Huntington, two organizations addressing poverty in West Virginia.
2. From the Stated Clerk
  - a. That the requests for Excused Absences be approved.

3. From the Ministry Committee
  - a. Approval of Covenant for a Student Pastor (page 142).
  - b. Approval of a Temporary Supply Covenant (page 142).
  - c. Approval of the Commissioned Ruling Elder Covenants (page 142).
  - d. Approval of the Renewal of the Commissioned Ruling Elder Covenants (pages 142-147.)
  - e. Approval of the Renewal of Temporary Supply Covenants (pages 147-149).
  - f. Approval of the Renewal of Stated Supply Covenants (pages 149-152).
  - g. Approval of the Renewal of Lay Supply Covenants (pages 152-153).
  - h. Approval of an Interim Pastor Covenant (pages 153-154).
  - i. Approval of the Commissioning of Ruling Elders (page 154).
  - j. Approval of the Re-Commissioning of Ruling Elders (page 154).
  - k. Approval of Moderators of Session (page 154).
  - l. Approval of Officer Rotation Waivers (page 154).
  - m. Approval of Request for Honorable Retirement (page 154).
  - n. Approval of ALPs to Serve Communion (page 154).

Item 39 was removed from the Consent Agenda (page 151).

### **APPOINTMENTS**

Moderator Stewart appointed as Temporary Clerks: Susan Sharp Campbell, Doug Jenkins, Cherrie Sizemore and Sarah Townsend. She appointed the Leadership Team members present as the Committee on Bills and Overtures.

### **WORSHIP**

Morning worship and celebration of the Lord's Supper was led by Judy Shaver, Liturgist; John Koerner, Preacher; Julie Sterling and Leonard Hood, Celebrants; John Morrison, Music Director; and Members of the Cambridge Handbell Choir, the Chancel Choir and the Children's Choir.

### **ANNOUNCEMENTS**

The Worship offering totaled \$894.

Nellie Howard, Director of the Resource Center, provided information on new resources available.

### **PRESENTATION**

Mission Committee Chair, Todd Wright led Presbytery in expressing its gratitude for the work of Claire Butler who served as the Interim Associate for Mission and whose tenure is ending at the end of the year.

Rev. Wright then introduced the program *Responding to Poverty in our Community* which began with two short skits presented by the committee. He then introduced Lisa Wotring of West Virginia Healthy Kids & Families Coalition who shared her work with presbytery.

## PRAYER AND HYMN

After a break for lunch, Moderator Stewart reconvened Presbytery with a hymn sing and prayer.

## QUORUM

Stated Clerk Wright stated there was now a quorum present of 38 Teaching Elders and Ruling Elder Commissioners from 30 churches.

Due to the lack of a quorum for voting in the morning session the two motions approved at that time were moved again and passed unanimously.

Doug Kubar was appointed Temporary Clerk in place of Doug Jenkins.

## REPORT OF THE STATED CLERK

Stated Clerk Wright presented the Stated Clerk's report.

### Correspondence (received 8/20/14 through 12/2/14)

1. 9/22/14 A letter from the Kingston Presbyterian Church, Conway, South Carolina sharing a resolution sent to the New Harmony Presbytery.

ACTION: Referred to the Leadership Team.

2. 10/28/14 Minutes of the Administrative Commission to Ordain and Install Rev. Karen R. Kinney as Teaching Elder at the Glenville Presbyterian Church, Glenville, WV.

ACTION: Referred to be included in the minutes of this Presbytery Meeting. (Appendix C, page 168.)

3. 11/26/14 Received the report of the Task for to Review the Dissolution of the pastoral relationship between First Presbyterian Church, Morgantown and its co-pastors.

ACTION: Referred the report to the Ministry Committee's policy revision group; shared the report with the church's Session, presbytery staff and Ministry Committee Chair.

### RECOMMENDATION:

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

### INFORMATION:

1. The minutes of the August 19, 2014 Presbytery meeting have been approved in accordance with the Manual of Presbytery.
2. Statement on the balance of Teaching Elders and Ruling Elders in the presbytery. The

Book of Order in G-3.0301 requires that a presbytery address any imbalance that may exist between the number of voting Teaching Elders and the number of voting Ruling Elders. No significant imbalance appears to exist in the Presbytery of West Virginia. As of December 1, 2014 there are 135 congregations entitled to send 138 Ruling Elders to meetings of the presbytery. There are 123 Teaching Elder members of presbytery.

3. The Rolls and Registers of Presbytery as of December 1, 2014 are attached (Appendix D, pages 169-170).
4. Voting on the proposed amendments to the constitution of the Presbyterian Church (USA) will take place at the February 28, 2015 meeting of presbytery. Churches are strongly encouraged to elect the Ruling Elder Commissioner who will attend this meeting as soon as possible. The amendment booklets will be mailed to churches on January 2, 2015. This mailing will also include other resources for study and preparation. The Nurture Committee is offering several Equipping Disciples events to help Teaching Elders, Ruling Elders and church members study the proposed Confession of Belhar; the details of these events are found on one of the flyers distributed at registration. The presbytery newsletter will also feature resources as we all prepare to discern the guidance of the Holy Spirit. Teaching Elders are reminded of their role in assisting the Ruling Elder Commissioners from their churches to be informed commissioners to this meeting.
5. Announced the Trustees approved a request from First Presbyterian Church Morgantown, to provide an easement on their parking lot for fire truck access.
6. Announced the appointment of Judge James Rowe to the Presbyterian Church Study Team on Reforming Drug Policy.

### **PROCEDURAL MATTERS**

Stated Clerk Wright presented Procedural Matters and moved the adoption of Item C3, limiting debate to 30 minutes per main motion, with each individual limited to 3 minutes per speech. After receiving a second, Presbytery **adopted** the motion by a two-thirds vote. (Appendix E, page 171.)

### **REPORT OF THE NOMINATING COMMITTEE**

Moderator Stewart recognized W. D. Hasty, Jr. who reported for the Nominating Committee.

The Nominating Committee placed the following names in nomination.

1. For **Recording Clerk**  
*Class of 2017*  
Mavis Grant Lilley
2. For the **Leadership Team**  
*Class of 2017*  
Peter Barr (Glenville)  
Greg Kupar (TE)  
Sharon Rowe (Old Stone, Lewisburg)

Peter Vial (TE)

3. For the **Presbytery Committees**

- a. **Administration Committee** – Chair – Sharon Rowe (Old Stone, Lewisburg)  
*Class of 2016*  
Charlie Woolcock (Highlawn, Huntington)  
*Class of 2017*  
Thomas Mann (Beverly)  
W.F. Mansell (TE)  
Sharon Rowe (Old Stone, Lewisburg)
- b. **Bluestone Committee** – Chair – John McKinnon (TE)  
*Class of 2015*  
Bonnie Boyce (TE)  
*Class of 2017*  
John McKinnon (TE)  
Christine Rogillio (Rock Lake, South Charleston)  
James Walther, Jr. (TE)
- c. **Ministry Committee** – Chair – Cinda Harkless (TE)  
*Class of 2017*  
Bill Kimmons (South Charleston, First)  
Cinda Harkless (TE)  
Reuel “Lanny” Howe, Jr. (TE)  
James Morley (TE)  
George Spransy (TE)  
June Miller (Upper Glade)  
Jim Wilson (Clarksburg, First)  
Charlene Boggs (Huntington, First)  
Jim Sothen (South Park)
- d. **Mission Committee** – Chair – Greg Kupar (TE)  
*Class of 2017*  
Robin Blakeman (TE)  
Larryetta Ellis (TE)  
Bob McCutchen (Davis Memorial, Elkins)  
Doug Jenkins (TE)
- e. **Nurture Committee** – Chair – Kari Preslar (Charleston, First)  
*Class of 2016*  
Todd Wright (TE)  
*Class of 2017*  
Joanne Glaser (TE)  
Mary Odin (Charleston, First)  
Barbara Palmer (Dunbar, First)  
Beverly Sharp (Spring Valley)
- f. **Relations Committee** – Chair – Nancy Tissue (Fayetteville)  
*Class of 2017*

- Pat Ryan (TE)  
 William McCoy (TE)  
 Wayne Odin (Charleston, First)
- g. **Representation Committee** – Chair – Gary McGrew (TE)  
*Class of 2017*  
 Howard Salisbury (Village Chapel)
- h. **Stewardship Committee** – Chair – David Lee (TE)  
*Class of 2015*  
 Frank Cunningham (TE)  
*Class of 2017*  
 Roy Holstein (Elk Hills)  
 James Shriver (Fleming Memorial, Fairmont)  
 John White (Parkersburg, First)
- i. **Trustees** – Chair – John Nesius (Charleston, First)  
*Class of 2017*  
 Jack Dilley (Kuhn Memorial, Barboursville)  
 Stephen Hopta (Charleston, First)
- j. **Vocations Committee** – Chair – Janice Fraser Johnson (TE)  
*Class of 2015*  
 Sam Burford (St. Andrews)  
*Class of 2016*  
 Jim Meads (Glenville)  
*Class of 2017*  
 Laura Boggess (Teays Valley)  
 Janice Fraser Johnson (TE)  
 Kevin Starcher (TE)
4. For the **General Presbyter Nominating Committee**  
 Stephen Baldwin (TE)  
 Joanne Glaser (TE)  
 George Lilley (First, Morgantown)  
 Jim Musgrave (Highlawn, Huntington)  
 Amy Wallace Parker (TE)  
 Susan Perry (Logan, First)  
 Jim Roberts (TE)  
 Cyndi Taylor (Old Stone, Lewisburg)  
 Jim Wilson (Clarksburg, First)
5. For the **WV Homes-Kanawha Valley Homes, Agsten Homes**  
 Jane Boylin (Enslow Park, Huntington)  
 Terry Cunningham (Charleston, First)  
 Gina Rugeley (Kanawha United, Charleston)
6. For **Commissioner to Synod**  
*Class of 2017*  
 Dave Lee (TE)

All nominations were **approved** by the body.

### **REPORT OF THE NURTURE COMMITTEE**

The Moderator recognized Chair Kari Preslar who reported for the Nurture Committee.

#### **INFORMATION:**

1. Planning continues for the upcoming events that are sponsored by Nurture.
2. Due to the positive feedback from the Play-o-logy event, another day will be scheduled for August 2015.
3. Plans are underway for an Equipping Disciples event on the Belhar Confession to be held at the end of January or early February in various locations around the state. Susan Sharp Campbell will adapt the curriculum.
4. A workcamp for Middle School students is planned for July 6-10, 2015 in Pittsburgh, Pennsylvania.
5. Cost for the John Bell event in June 2015 will be \$15 per session or \$25 per day.
6. Committee members have worked hard creating Nurturing Faith ideas again this year. We hope that churches will include these in bulletins and/or newsletters. We will also request that they be included in the bi-weekly Presbytery online newsletter.
7. The committee updated an old document on “Guidelines for Presbytery Worship.” These are attached.

### **BLUESTONE COMMITTEE**

The Moderator recognized Mark Miller, who presented the report of the Bluestone Committee.

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

1. Hosted the Elementary School Retreat, September 19-21
2. Hosted the Fall Getaway, October 10-12
3. Hosted the Older Youth Retreat, October 14-16
4. Hosted the 48<sup>th</sup> Annual A.A. *Bluestone Roundup*
5. Cabin Camps for older youth will be added to the summer program in 2015
6. Improvements to the surface of the field completed
7. Capital High School Band has dates reserved for 2015
8. 2015 Summer Camp Dates
  - a. June 14-20
  - b. June 21-27
  - c. June 28-July 4
  - d. July 5-11



## REPORT OF THE INTERIM EXECUTIVE

Moderator recognized Forrest Palmer, Interim Executive Presbyter. He recognized and thanked all members present who serve on committees and task forces, as well as all staff members present for their service. He highlighted exciting activities that are occurring within the Presbytery.

*“The light shines in the darkness, and the darkness did not overcome it.” John 1: 5*

### **Ministry – Mission – Building Relationships**

We celebrate and give thanks to God for our 135 congregations, who bring light into the communities in this presbytery! With every church focused on ministry, mission and building relationships (our core value), we truly make a difference within the communities in which our churches reside.

Some highlights:

- The West Virginia Institute for Leaders in Ministry began in early September 2014, meeting monthly, with our nine participants learning leadership skills, which will benefit our presbytery. The new initiative grew out of a focus on leadership development, from our Presbytery’s Leadership Team.
- Addressing hunger within our communities is a focus of so many of our congregations, through food pantry ministries. The Mission Committee and our Hunger Action Enabler help to resource and support these efforts. Todd Wright serves as the chairperson for the Mission Committee.
- Clusters continue to develop, with Cluster Shepherds volunteering to help build relationships, pastoral care and mission opportunities within closer geographical areas within the presbytery. Susan Sharp Campbell led a training session for Cluster Shepherds on August 29 at First Presbyterian, Charleston. Nancy Tissue brings enthusiasm and energy as the chairperson of the Relations Committee.
- Bluestone hosted weekend groups following the successful 2014 camp season and has re-seeded the “football field,” following our first ever successful band camp, which brought new revenue to the Bluestone program. John McKinnon, a former camp director, serves as the chairperson for the Bluestone Committee.
- “Playology” has brought together a diverse group of church leaders and members, incorporating church recreational and creative ideas to strengthen the church life of our congregations. The Nurture Committee develops with, in addition to many other nurturing opportunities. Kari Preslar serves as the Chairperson for the Nurture Committee.
- The Ministry Committee works so hard to bring light into sometimes tough situations, as well as supporting our congregations in times of transitions. The dedicated, faithful members of this committee serve us all, and we thank them all, including the chairperson, Cinda Harkless and lead staff, Craig Butler.
- Our presbytery staff is focused on resourcing and serving our presbytery committees,

churches, pastoral leaders and members. Since the adoption of the Jeremiah 29:11 plan on December 11, 2011, we have had five new staff persons come aboard, with more transition yet to come. Our Administration Committee works hard in these search efforts, ably led by Sharon Rowe.

### **Special Functions Since The Last Presbytery Meeting**

- Rocky Poole was approved to be our new Presbytery Treasurer/Financial Officer at the August 19, 2014 presbytery meeting and has worked hard to make a seamless transition, following the retirement of Lois Coffey.
- I have attended special celebrations within our congregations:
  - August 24 – Edgewood’s 25th Anniversary
  - August 24 – Kuhn Memorial – 100th Anniversary kick-off celebration
  - September 10 – South Park – Men’s Ministry – Clara Barton presentation
  - September 28 – First, St. Albans’ Homecoming
  - October 6-7 – Synod meeting – Jim Robinson was thanked for serving as Synod Moderator for 2014
  - October 12 – Glenville Presbyterian – Karen Kinney’s ordination/installation
  - October 19-21 – Association of Mid-Council Leaders and Polity Conference in Louisville, KY
  - Nov. 2-5 – Union Presbyterian Seminary – ATS/PSCE Centennial

From the Association of Mid Council Leaders (Presbytery “EP’s” and “GP’s”), there was a focus on the book, The Art of Convening, by Craig and Patricia Neal with Cynthia Wold (Berrett-Koehler Publishers, Inc. 2011). The central diagram presented in the book, urged us to always stay focused on “The Heart of the Matter.”

May our congregations within this presbytery, pastoral leaders and staff shed light on “The Heart of the Matter” and stay connected with the God who has called us to serve.

### **REPORT OF THE ADMINISTRATION COMMITTEE**

Moderator Stewart recognized Sharon Rowe, Chair of the Administration Committee.

#### **INFORMATION:**

1. The Administration Committee accepted the recommendation of the Associate for Mission search committee and called Barbara Chalfant to the position, effective January 1, 2015. Claire Butler, Interim Associate for Mission, will remain in the position until December 31, 2014. (Job description and resume, Appendix F, pages 172-174 and Appendix G, pages 175-176.)

Ms. Rowe recognized Julie Sterling, chair of the search committee for the Associate for Mission. Rev. Sterling introduced and welcomed Barbara Chalfant to the Presbytery.

### **GOOD NEWS FROM THE PEWS**

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

## **REPORT OF THE MINISTRY COMMITTEE**

The Moderator recognized Peter Vial who reported for the Committee.

### **RECOMMENDATIONS:**

1. (CA) Approval of the covenant for Student Pastor **Daniel Geohagan and the Parsons Presbyterian Church** through December 31, 2014. Terms: Cash salary: \$1,000 per month including travel expenses; vacation or other leave negotiated upon request. Responsibilities: Sunday worship; Bible Study; visitation of sick and shut in members; attend Session meetings; youth/community ministry time. Supervisor: Peter Vial.
2. (CA) Approval of Temporary Supply Pastor covenant for United Church of Christ Pastor, **Rev. Kay Albright, and the Grace Covenant Church**, Charleston through December 31, 2015. Terms: Cash salary: \$125 per week; \$50 travel allowance per month; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); any additional Sundays as requested. Responsibilities: Sunday worship; Special services: Ash Wednesday, Maundy Thursday, and Christmas Eve; provide emergency pastoral care and visitation.
3. (CA) Approval of the covenant as Ruling Elder commissioned to a Particular Pastoral Service of Interim Ministry for **James Musgrave and First Presbyterian Church, Logan** through December 31, 2014. Terms: Cash salary: \$618 per month; housing: \$1236 per month; auto expense reimbursement at IRS rate, vacation: one week for the three month period. Mentor: Vaughan Smith.
4. (CA) Approval of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **John Yeager and the Eleanor Presbyterian Church** from January 1 to December 31, 2015. Terms: Cash salary: \$300 per month; housing \$700 per month; auto reimbursement at IRS rate; vacation 5 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: preach 45 Sundays per year; teach Sunday school; moderate session; lead Lenten studies as requested; visitation; home and hospital visits as needed; administer the sacraments; officiate at weddings where permitted by state law; lead funeral services; participate in the life of the church and presbytery; have voice and vote in meetings of presbytery (counted as an elder commissioner for purposes of parity). Mentor: John Holland.
5. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Jeff Barton and Trinity Presbyterian Church** through December 31, 2015, be approved. Terms: 18 hours/week; 26 Sundays and Christmas Eve; \$300 per week; \$7800 year; auto expense reimbursement at IRS rate; out of pocket expense if requested by Session; vacation 1 week for every 13 Sundays served; can accumulate up to 2 weeks; continuing education: only with Session pre approval. Responsibilities: On 26 Sunday mornings in 2015, generally every other Sunday, conduct an adult Bible study and worship service. Lead Christmas Eve service. Prepare the bulletin for worship services. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of

the congregation to which he is commissioned; officiate at marriages where permitted by statelaw; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: David Lee.

6. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **William F. Brown and Ruffner Memorial Presbyterian Church** through December 31, 2015, be approved. Terms: \$15,833 per year pro-rated in 24 payments; housing: \$ 6000 fair rental; \$500 manse equity allowance; utilities \$1600; SECA offset: \$1940; auto expense reimbursement at IRS rate (\$0.555) up to \$2359; Medical dues: \$8400; Pension dues: \$2720 vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$1000. Responsibilities: Sunday worship with monthly communion. Attend presbytery meetings. Provide supervision of staff, per agreement with Senior Services Employment Program. Within the Session Committee structure assist with programs and activities will increase the church's witness to the surrounding community and thereby encourage disciples of all ages to be part of the church. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: David Lee.
7. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **William F. Brown and South Park Presbyterian Church** through December 31, 2015 be approved. Terms: As needed; estimated at 3 hours a month; \$125 per month. Responsibilities: Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity); lead worship the first Sunday of every month. Mentor: David Lee.
8. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Nancy Bulla and Union Presbyterian Church** through December 31, 2015, be approved. Terms: 20 hours/week; \$21,800/year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Lead worship each Sunday and on Christmas Eve. Visit members, lead Bible study, lead outreach evangelism, and attend presbytery meetings. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Doug Heidt.
9. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Preston "Pat" Collier and First Presbyterian Church, Kenova**, through December 31, 2015, be approved. Terms: 15 hours/week, including Sunday mornings and special services; \$1200 per month; auto expense reimbursement at IRS rate optional; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$400. Responsibilities: Sunday worship and special services, co-lead Bible study, visit sick and shut-ins. Attend presbytery meetings; remain under care of presbytery. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state

law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Jean Sutton.

10. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Roger Eskins and Comfort Presbyterian Church** through December 31, 2015, be approved. Terms: 20-30 hours/week; \$800 per month; auto expense reimbursement at IRS rate up to \$400/month; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500/year. Responsibilities: Sunday worship, weekly Bible study, hospital and home visitation, choir leader, funerals as requested. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Ron Buckalew.
11. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Thomas James Hastie and Milton Presbyterian Church** through December 31, 2015, be approved. Terms: Less than 20 hours/week, but including Wednesdays and Sundays; \$7,000/year; manse provided; auto expense reimbursement at IRS rate up to \$500/year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500; professional expenses: \$250 for books. Responsibilities: Worship leadership on Sundays and seasonal services (Sunrise, Christmas Eve, Maundy Thursday, Ash Wednesday, etc.). Provide pastoral care; attend presbytery meetings and council meetings. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Cinda Harkless.
12. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Nancy Martin and First Presbyterian Church of Oak Hill** through December 31, 2015, be approved. Terms: 12 hours/week; \$ 7416 per year; \$618 per month; housing: \$3654/year; auto expense reimbursement at IRS rate, up to 2000 miles/year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$800 as approved by Session and used by CRE; no withholding taxes provided, collected, or reported; no medical or pension coverage provided. Responsibilities: Worship including Sundays, Maundy Thursday, Ash Wednesday, Christmas Eve. Visit shut-ins, potential members, and members in times of crisis. Provide a monthly report to the session on visits and recommendations. Provide Bible School classes within weekly time expectation and play active role in Vacation Bible School. Take active role in planning and executing congregational developmental activities. Participate in and report on the Fayette County Ministerial meetings. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). CRE will secure appropriate pulpit supply. Session will pre-approve all vacation requests. CRE is self-employed and indemnifies First Presbyterian Church and its agents against any liability for accident of injury suffered by said CRE while employed under this covenant. Mentor: Greg Stone.
13. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Karen McClanahan and Marsh Fork Presbyterian Church**

through December 31, 2015, be approved. Terms: 15 hours per week; \$125 per week. No other compensation. Responsibilities: Sunday worship, visit sick, lead funeral services. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Barbara Romfo.

14. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **James Musgrave and First Presbyterian Church of Logan** through December 31, 2015, be approved. Terms: 20 hours/week (usually Sunday-Tuesday); \$1854 per month of which \$1236 is for housing allowance; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$75/month if used. Responsibilities: Sunday worship and other services approved by session. Visit shut-ins, potential members, and members in times of crisis. Lead funeral services; administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Vaughan Smith.
15. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **David Pettry and Clear Creek Presbyterian Church** through December 31, 2015, be approved. Terms: 12 hours/week; \$85 per week. Responsibilities: Sunday and special services; Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Greg Stone.
16. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **David Pettry and First Presbyterian Church of Colcord** through December 31, 2015, be approved. Terms: 12 hours per week; two Sundays a month; rotate on 5<sup>th</sup> Sundays with Marsh Fork; \$125 per week; vacation 2 weeks (including Sundays); continuing education as requested (including Sundays). Responsibilities: Visitation; funerals; administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Greg Stone.
17. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **David Pettry and Marsh Fork Presbyterian Church** through December 31, 2015, be approved. Terms: 15 hours/week; two Sundays a month; rotate on 5<sup>th</sup> Sundays with Colcord; \$125 per week. Responsibilities: Visit the sick, administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Greg Stone.
18. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Kari Preslar and Falls View Presbyterian Church** through December 31, 2015, be approved. Terms: Time flexible but including Sundays and Bible

study when appropriate; \$525 per month; auto expense reimbursement \$145.83/month; vacation 2 weeks (including Sundays) plus 2 Sundays for presbytery work; continuing education \$200. Responsibilities: Worship on Sunday and at special seasons (Ash Wednesday, Maundy Thursday, Good Friday, Easter, Pentecost, Advent, and Christmas Eve). Visit sick members in Charleston when possible; administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; and have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Todd Wright.

19. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Kari Preslar and Montgomery Presbyterian Church** through December 31, 2015, be approved. Terms: Time flexible but including Sunday; \$432 per month; auto expense \$132/month; vacation 2 weeks (including Sundays) and 2 weeks for presbytery work; continuing education \$200. Responsibilities: Sunday worship and special services (Ash Wednesday, Maundy Thursday, Good Friday, Easter, Pentecost, Advent, and Christmas). Assist with the annual training of officers. Visit sick members in Charleston and Montgomery. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Todd Wright.
20. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Robert Lynn Randolph and Spring Creek Presbyterian Church** through December 31, 2015, be approved. Terms: 20 hours per week; \$1200 per month; auto expense reimbursement at IRS rate; match Social Security withheld and pay half the cost of educational materials; vacation 4 weeks (including Sundays). Responsibilities: Sunday worship, plus services at Easter and Christmas; weekly Bible study; home and hospital visits as requested. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which he is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Dexter Taylor.
21. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Cherrie Sizemore and Elk Hills Presbyterian Church** through December 31, 2015, be approved. Terms: 30 hours/week, Sunday-Thursday. \$31,743/year; housing allowance \$7125/year; utilities \$2400/year; no Social Security withheld; no medical/pension coverage; auto expense reimbursement at IRS rate up to \$1000; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$1,000. Responsibilities: Sunday worship, visitation of shut-in, the sick, prospective members, and members. Lead funeral services. Be available during Sunday school hour; attend luncheon on 1<sup>st</sup> Thursday and LERMA meetings on 2<sup>nd</sup> Thursday. Lead Bible studies and maintain regular office hours. Administer the Lord's Supper; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Nancy Didway.
22. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Elizabeth Stone and Bradley Presbyterian Church** through

December 31, 2015, be approved. Terms: 14 hours/week. \$533.33 per month; housing: \$300.00/month; auto expense at IRS rate up to \$150/month (\$1800/year); \$100 pension/month; SS withheld:\$69/month; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500. Responsibilities: Worship at 9:30 a.m. each Sunday. Administer the Lord's Supper first Sunday of each quarter; administer the Sacrament of Baptism; lead funeral services; moderate the Session of the congregation to which she is commissioned every other month; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Joan Stewart.

23. (CA) The renewal of the covenant as Ruling Elder commissioned to a Particular Pastoral Service for **Elizabeth Stone and Mount Hope Presbyterian Church** through December 31, 2015, be approved. Terms: 26 hours/week. \$861.83 salary per month; housing: \$833.32/month; auto expense reimbursement at IRS rate up to \$3900/year; retirement compensation \$2441.04/year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500. Responsibilities: Lead worship at 11:00 a.m. each Sunday. Assist committees, visit shut-ins, the sick and prospective members. Lead funeral services. Maintain office hours two days a week. Administer the Lord's Supper on first Sunday of every quarter; administer the Sacrament of Baptism; moderate the Session of the congregation to which she is commissioned; officiate at marriages where permitted by state law; have a voice and vote in meetings of the presbytery (counted as an elder commissioner for purposes of parity). Mentor: Joan Stewart.

24. (CA) The renewal of the covenant as Temporary Supply Pastor for **Peter Barclay and Rome Presbyterian Church** through December 31, 2015, be approved. Terms: 15 hours/week; Salary \$111.21 per week; housing: \$ 74.14 per week; auto expense reimbursement at \$0.555 per mile; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500 per year. Responsibilities: Worship: Sunday school at 10 am and worship at 11 a.m.; Christmas Eve worship at 7 p.m. Pastoral duties for small membership church (fewer than 100 members): demonstrates relationship leadership style, flexibility, strong people skills, enjoys visitation and fellowship opportunities, including preaching, visitation, worship leadership, including funerals and weddings. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

25. (CA) The renewal of the covenant as Temporary Supply Pastor for **Michael Curry and Pineville Presbyterian Church** through March 31, 2015, be approved contingent upon receipt of professional credentials. Terms: 10 hours/week; \$175 per week as worship leader; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Worship: On third through fifth Sundays of each month, conduct Worship Services at the regular worship hour. Conduct special services for holy days within this part of each month, especially Christmas Candlelight Service. Provide text and title for bulletin for Sunday services by 3 pm on Thursday. Pastoral duties: Visits in hospitals and nursing homes; funeral services as requested. Assist the Session for the fulfillment of the church's mission in Pineville. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

26. (CA) The renewal of the covenant as Temporary Supply Pastor for **Susan Sharp**



**Campbell and Frankford Presbyterian Church** through December 31, 2015, be approved. Terms: 10-12 hours/week; \$5146/year, paid in monthly installments; housing \$5146 per year paid in monthly installments; utilities \$800 per year paid in monthly installments; auto expense reimbursement at current IRS rate (\$0.56); pension, medical, death and disability \$4859.65; SECA offset of \$918 per year paid in monthly installments; workers compensation coverage; vacation 5 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500. Responsibilities: Worship: Conduct worship Sundays at 11 am, special services including Christmas Eve and Maundy Thursday, weddings and funerals as needed; Pastoral duties: attend fellowship events, visit sick and homebound members. Assist the Session: Moderate Session meetings, provide officer training as needed, moderate congregational meetings. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

27. (CA) The renewal of the covenant as Temporary Supply Pastor for **Chuck Hammond and Anderson Memorial Presbyterian Church** through December 31, 2015, be approved. Terms: 10 hours/week; \$100 per week; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Worship at 9:30 a.m. on Sundays; Communion, funerals, weddings, and other needs; visitation. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
28. (CA) The renewal of the covenant as Temporary Supply Pastor for **Chuck Hammond and First Presbyterian Church Welch** through December 31, 2015, be approved. Terms: 5 hours/week; \$100 per week; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Worship at 11 a.m. each Sunday; administer Lord's Supper, conduct funerals, do home and hospital visitation; assist Session in carrying out the mission of the church. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
29. (CA) The renewal of the covenant as Temporary Supply Pastor for **Patricia A. Jarvis and First Presbyterian Church Dunbar** through December 31, 2015, be approved. Terms: 20 hours/week; \$1100 per month; housing \$10,300 per year; auto expense reimbursement at IRS rate up to \$3800 per year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500; professional expenses \$500. Responsibilities: Worship at 11 a.m. on Sunday and occasional worship services including Christmas Eve, Ash Wednesday, Holy Thursday, Blue Christmas, Blessing of the Animals, weekly healing during Lent, Chapel prayer informal services, children's sermon as part of Sunday worship. Pastoral duties including visits in hospitals and nursing homes, home bound visits with Communion twice yearly; weddings, funerals, baptisms; crisis counseling; encourage new members. Assist the Session by attending monthly meetings, sharing reports on worship plans for next month, monthly article for newsletter, offer classes during week with emphasis on spiritual formation. Lead congregation in participating in community worship events; participate in Dunbar Ministerial Association; attend meetings of Presbytery and other Presbytery functions. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual

interests.

30. (CA) The renewal of the covenant as Temporary Supply Pastor for **Bruce A. Macbeth and Presbyterian Church of Our Savior** through December 31, 2015, be approved. Terms: 9 hours/week; \$200 per week; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Conduct worship at 11 a.m. each Sunday and special services such as Ash Wednesday and Maundy Thursday. Conduct weddings, funerals, Baptism, and Communion. Pastoral duties include member, hospital, and prospective member visitation; counseling. Assist the Session by moderating Session meetings and working with Ruling Elders in fulfilling their responsibilities. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
31. (CA) The renewal of the covenant as Temporary Supply Pastor for **Bruce A. Macbeth and Weston Presbyterian Church** through December 31, 2015, be approved. Terms: 9 hours/week; \$200 per week; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Conduct worship at 9 a.m. each Sunday and on special occasions, such as Good Friday and Christmas Eve; conduct weddings, funerals, baptisms, Communion. Pastoral duties include home and hospital visitation, counseling, weekly update of outside church sign. Assist the Session by moderating Session meetings and working with Ruling Elders in fulfilling their responsibilities. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
32. (CA) The renewal of the covenant as Stated Supply Pastor for **Michael H. Anderson and St. Marys Presbyterian Church** through December 31, 2015, be approved. Terms: 26 hours/week; \$1,500 per month; housing: \$ 750 per month; auto expense reimbursement at \$0.56/mile, up to \$500; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$500; pension, family medical, supplemental life insurance for pastor and spouse and dental coverage for pastor and spouse as per Benefits Plan of the PCUSA, estimated cost \$14,781/year. Responsibilities: Sunday worship at 10:45 a.m.; visit members in hospital and shut-in; funerals and marriages as schedule allows; Session Moderator and resource; assist and/or conduct services/studies approved by Session; participate in ministerial alliance; assist with musical programs, all as schedule permits. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
33. (CA) The renewal of the covenant as Stated Supply Pastor for **Charles Ferguson and Clothier Presbyterian Church** through December 31, 2015, be approved. Terms: 10 + hours/week; \$800 per month; vacation and study leave as requested. Responsibilities: conduct Sunday worship at 11 am; Sunday school at 10 am; Wednesday Bible Study at 5 pm; communion; visitation in homes, nursing homes and hospital; weddings, funerals and baptisms as requested.
34. (CA) The renewal of the covenant as Stated Supply Pastor for **Cinda G. Harkless and Beverly Hills Presbyterian Church** through December 31, 2015, be approved. Terms: 30 hours/week; \$3084.59/month; 40% of salary designated as housing allowance; auto expense

reimbursement at IRS rate up to \$1112/year; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$1112/year; medical/pension/death and disability \$9068.69/year; SECA offset \$3064.85 (estimate). Responsibilities: Sunday worship at 10:45 am, special services according to season and need, weddings and funerals on request, and administer sacraments. Visit sick and homebound, counsel as needed. Moderate Session and congregational meetings. Provide officer training; supervise part-time staff; maintain relationship with Child Care Center and employees; and maintain relationship with Presbytery. Represent BHPC on Presbytery and Campus Ministry Committee at Marshall University. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

35. (CA) The renewal of the covenant as Stated Supply Pastor for **E. Denison Dodson and Belle Presbyterian Church** through December 31, 2015, be approved. Terms: 15 hours/week; \$1515.66/month; 40% of salary designated as housing allowance; auto expense reimbursement at IRS rate; vacation 2 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Worship at 11 a.m. on Sunday, Easter sunrise, Maundy Thursday, Christmas Eve and Thanksgiving, children's church, Holy Communion at least 5 times a year. Provide pastoral care of congregation including home and hospital visits, visits with potential members, funerals, weddings, baptisms; moderate Session meetings, install Elders, attend Presbytery meetings, participate in Belle Ministerial Association when possible; guide Session through prayer and wisdom, assist with setting goals for church; conduct special studies as needed. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
36. (CA) The renewal of the covenant as Stated Supply Pastor for **Benny Eugene Gurley and McLean Presbyterian Church** through December 31, 2015, be approved. Terms: 9 ½ hours/week; \$937.50 per month; housing: 40% of this monthly salary designated as housing allowance; auto expense reimbursement at \$0.56/mile; McLean to pay ½ Social Security (FICA); vacation 1 week per quarter (including Sunday); continuing education 2 weeks per year (including Sundays), McLean to pay ½, \$500. Responsibilities: Conduct worship at 9:45 a.m. on Sunday, except 5<sup>th</sup> Sundays; moderate Session and congregational meetings, attend Presbytery. Assist the Session with Bible study/prayer meeting; pastoral care by home and hospital visits in local hospitals (critical care visits in regional hospitals at discretion of pastor); funerals, weddings. Special services: Easter at McLean and Salem; Christmas Candlelight service at Salem, Christmas Eve at McLean; VCS at McLean (pastor's discretion); monthly covered dish dinner at McLean (pastor's discretion); homecoming alternating between the two churches; Christmas covered dinner for both churches; "Souper" Bowl offering for Ronceverte Food Pantry; provide Elder training as needed; be involved in communities, visit prospective members after two Elders have visited. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
37. (CA) The renewal of the covenant as Stated Supply Pastor for **Benny Eugene Gurley and Salem Presbyterian Church** through December 31, 2015, be approved. Terms: 9 ½ hours/week; \$937.50 per month; housing: 40% of this monthly salary designated as housing

allowance; auto expense reimbursement at \$0.56/mile; Salem to pay ½ Social Security (FICA); vacation 1 week per quarter (including Sunday); continuing education 2 weeks per year (including Sundays), Salem to pay ½, \$500. Responsibilities: Conduct worship at 11 a.m. on Sunday, except 5<sup>th</sup> Sundays; moderate Session and congregational meetings, attend Presbytery. Assist the Session with Bible study/prayer meeting; pastoral care by home and hospital visits in local hospitals (critical care visits in regional hospitals at discretion of pastor); funerals, weddings. Special services: Easter at McLean and Salem; Christmas Candlelight service at Salem, Christmas Eve at McLean; VCS at McLean (pastor's discretion); monthly covered dish dinner at McLean (pastor's discretion); homecoming alternating between the two churches; Salem circle picnic and Christmas covered dinner for both churches; "Souper" Bowl offering for Ronceverte Food Pantry; provide Elder training as needed; be involved in communities, visit prospective members after two Elders have visited. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

38. (CA) The renewal of the covenant as Stated Supply Pastor for **Regel Lanphier Howe Jr and Alderson Presbyterian Church** through December 31, 2015, be approved. Terms: 20 hours/week; \$1666.67 per month as contract worker with no benefits or funds withheld; housing: 40% of this salary is designated as housing allowance; auto expense reimbursement at \$0.50 per mile; vacation 2 weeks (including Sundays); continuing education 2 weeks (including Sundays); \$1,000 per year for study leave and book allowance; unspent balance can accrue up to three years. Responsibilities: Conduct worship, 11 a.m. Sundays or as agreed with the Session 2 or 3 times per month; special services throughout the year including baptisms, funerals and weddings as required; visit in homes regularly and conduct emergency visitations; moderate Session and work with committees; lead Bible study as the occasion presents itself; be present and active in community; attend presbytery meetings, work with Ministry Committee, and moderate Sessions of Centerville and Carmel Churches. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
39. (CA) The renewal of the covenant as Stated Supply Pastor for **James R. Riggs and First Presbyterian Church, Kingwood**, through December 31, 2015, be approved. Terms: 10 hours/week; \$659.75 per month; \$40% of salary designated as housing allowance; auto expense reimbursement at IRS rate \$0.565/mile; any pulpit supply funds not used during the year will be paid to James; vacation 2 weeks (including Sundays); continuing education 1 weeks (including Sundays). Responsibilities: Lead worship at 10 a.m. on Sundays and special services seasonally; work with Session to maintain beloved traditions in worship while envisioning new ways of worshipping; administer sacraments; office hours; hospital visits with follow up; connect community to church in partnership with Session; help church develop and implement outreach plans; share ideas/suggestions with Session committees and Deacons. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
40. (CA) The renewal of the covenant as Stated Supply Pastor for **C. Gregory Stone and Fayetteville Presbyterian Church** through December 31, 2015, be approved. Terms: 19 hours/week; \$2535/month; housing: 40% of salary designated as housing allowance; auto

expense reimbursement at \$0.51 per mile; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$1,000. Responsibilities: Worship each Sunday at 11 a.m.; Maundy Thursday at 7 p.m.; Christmas Eve at 8 p.m.; special services as agreed upon by Pastor and Session; oversee other staff positions; define program needs and provide committee oversight; engage in ecumenical and interfaith activities; visitation as need arises; moderate Session and congregational meetings; train Elders and participate in taking communion to shut-ins; share in children's sermons; occasional Bible study and teaching; two hours office time per week. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

41. (CA) The renewal of the covenant as Stated Supply Pastor for **Danny Franke and Philippi Presbyterian Church** through December 31, 2015, be approved. Terms: 8 hours/week; \$125 per Sunday; 40% of salary designated as housing allowance; auto expense reimbursement at IRS rate; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Conduct worship at 11 am on Sunday or at other mutually agreed upon time; special services if needed; participate in Session if pastor wishes. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
42. (CA) The renewal of the covenant as Lay Supply Pastor for **James M. Dempsey and Kessler Memorial Presbyterian Church** through December 31, 2015, be approved. Terms: 14 hours/week; \$175 per week; 2 weeks vacation with pay. Responsibilities: Conduct worship at 11:00 a.m. on Sundays; special services (including Good Friday and Joy Gift) and programs. Pastoral duties include visitations, funerals, and Communion. Assist Session as guide and mentor; provide spiritual inspiration.
43. (CA) The renewal of the covenant as Lay Supply Pastor for **James M. Dempsey and Smithers Presbyterian Church** through December 31, 2015, be approved. Terms: 20 hours/week; \$150 per week; 1 week vacation with pay; other time off as requested. Responsibilities: Conduct worship at 9:30 a.m. on Sundays; special services and programs. Pastoral duties include visitations, funerals, and Communion. Assist Session by keeping Elders informed of Presbytery and General Assembly activities and events. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
44. (CA) The renewal of the covenant as Lay Supply Pastor for **Timothy Glaser and Mill Creek Presbyterian Church** through December 31, 2015, be approved. Terms: \$1650 per month; auto expense reimbursement at IRS rate (\$0.56); vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays), \$1000. Responsibilities: Conduct worship at 10 a.m. on Sundays; special holiday services as scheduled. Pastoral duties include respond to emergencies, crisis visitation (home, hospital, and funeral), and pastoral visitation. Assist Session by developing annual, quarterly, and monthly activity schedules. Attend Session meetings, prepare quarterly newsletter for members, and administer Lord's Supper. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.

45. (CA) The renewal of the covenant as Lay Supply Pastor for **William I. Hairston and Westminster Presbyterian Church** in Charleston through December 31, 2015, be approved. Terms: 10-12 hours/week; \$1113.09 per month; auto expense reimbursement at IRS rate (\$0.56/mile); special travel that the Session determines; vacation 4 weeks (including Sundays).. Responsibilities: Conduct Sunday worship at 11 a.m. and special services as determined. Pastoral care includes home visitations, funerals, hospital visits, family counseling and conflict resolution. Assist the Session by attending meetings, offering advice, and preparing devotions. Represent the church at community meetings and events; attend special meetings as determined. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
46. (CA) The renewal of the covenant as Lay Supply Pastor for **Gail Rymer and Hughes River Presbyterian Church** through December 31, 2015, be approved. Terms: \$125 per week; auto expense reimbursement at IRS rate (\$0.56); vacation and study leave as required. Responsibilities: Sunday worship at 11 a.m. on 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup> Sundays of month; special services as they may occur. Provide pastoral care of those in need. Inform Session of any scheduling changes or other related information. Cooperate with other churches in the area. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
47. (CA) The renewal of the covenant as Lay Supply Pastor for **Robert Schultz and South Park Presbyterian Church** through December 31, 2015, be approved. Terms: 12-15 hours/week; No salary or other reimbursement will be provided. Lay pastor is committing all of his time at no cost. The Session will donate \$1,000 to a charitable organization of Mr. Schultz's choosing in lieu of salary. Vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays). Responsibilities: Lead worship at 9 a.m. on Sunday and at other times as agreed upon. Provide pastoral care to congregation and community as needed. Work with Session in creating the vision for south Park Presbyterian Church. Attend Session meetings and presbytery meetings. Conduct Bible study every other Sunday. Help with Elder training. Help build relationships within the community. Spend one day a month in the community; assist with planning men's ecumenical fellowship; assist the outreach coordinator in planning outreach activities. Plan and conduct worship service once a quarter at Quarry Manor; assist with baptisms and communion. Assist with Sunday school ministry as needed. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
48. (CA) The renewal of the covenant as Lay Supply Pastor for **Jerry M Woodyard and Red Sulphur Springs Presbyterian Church** through December 31, 2015, be approved. Terms: 10 hours/week; No salary; love offering. Responsibilities: Conduct worship on 1<sup>st</sup> and 3<sup>rd</sup> Sundays at 11 a.m. and at other times as needed. Pastoral duties include occasional visitation. Assist Session by attending Session meetings. Other responsibilities as needed and schedule permitting. The Session will maintain its individual and corporate duties in the government and discipline of the congregation and oversight of the church's spiritual interests.
49. (CA) That the Interim Pastor covenant between **Ellen Dawson and the Board of the Westminster Foundation** to serve **Marshall University** be approved. Terms: salary:

\$35,166; housing allowance \$9500; utilities: \$3200; SECA \$3963.30; ; auto expense reimbursement at IRS rate up to \$4760/year; continuing education \$1000; Board of Pensions medical \$11,009.18 and pension \$5743.92; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays).

50. (CA) That the commissioning of Jim Musgrave and John Yeager as Ruling Elders Commissioned to Particular Pastoral Service at this meeting of Presbytery be approved.
51. (CA) That the re-commissioning of Kari Preslar as Ruling Elders Commissioned to Particular Pastoral Service at this meeting of Presbytery be approved.
52. (CA) Approval of the appointment of **Rev. Dr. Bruce Stevens** as moderator of the **First Presbyterian Church, Terra Alta**.
53. (CA) Approval of the appointment of **Rev. Craig Butler** as moderator of the **Old Stone Church, Lewisburg**.
54. (CA) Approval of the appointment of **Rev. Cameron Harkness** as moderator of the **First Presbyterian Church, Hinton**.
55. (CA) Approval of the request of the **Rome Presbyterian Church, Proctorville, Ohio**, for waiver of G-2.0404 regarding rotation of officers.(CA) Approval of the request of the **Church of the Covenant, Grafton**, for waiver of G- 2.0404 regarding rotation of officers.
56. (CA) Approval of the request of the **First United Presbyterian Church, Ravenswood**, for waiver of G-2.0404, regarding rotation of officers.
57. (CA) Approval of the request for Honorable Retirement for **J. Dexter Taylor**, effective December 31, 2014.
58. (CA) Approval of the following ALPs to serve communion in 2015: John Bolt, John Arbuckle, Jr., Rebecca Williams, James Johnston, Mike Stivers, Laura Boggess, Kellan Sarles, Beverly Sharp, John Nelson, Michael Lykens, James Irwin, Kathryn McCrary, Barbara Hopta.
59. That Presbytery appoint the following administrative commission for the purpose of dissolving the **Brush Creek Presbyterian Church, Ridgeview**: Judd Alford, Marshall Bowne, Bonnie Boyce, Delores Cook, Jack Dille, Patterson Lyles, Susan Perry. This commission is empowered pursuant to Presbytery policy, to do the following:
  - a. Assist the Session to wind up the affairs of the church, transfer members and plan worship;
  - b. Receive Session records, retain records to wind up the affairs and deposit the records with the Stated Clerk, who will forward them to the Presbyterian Historical Society;
  - c. Grant letters of dismissal to members of the church within one year of the effective date of dissolution;
  - d. With the aid of the Trustees, take possession of all real and personal property, financial records, inventories of equipment or other property and arrange for transfer of title to the Presbytery of all accounts and property.
  - e. Consult with the Session regarding requests of the congregation with regard to

the disposition of the property and arrange for the disposition of the property or arrange for its retention and storage;

- f. Assert claim of the Presbytery to any property of the church not known at this time or property which may come to the church as the beneficiary of a will or trust.

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

#### **INFORMATION:**

1. Appointed Ministry Committee members Susan Perry and John Arbuckle to mediate and negotiate a severance agreement between the **First Presbyterian Church, Hinton** and its pastor, **Barbara Romfo**.
2. Approved the terms of dissolution and authorized the dissolution of the pastoral relationship between **Barbara Romfo and First Presbyterian Church, Hinton**. The terms include full salary, Social Security offset, housing and Board of Pensions for three months (November and December 2014 and January 2015). Rev. Romfo will complete her vacation time the final two weeks of October. Approved the Commission to Ordain and Install **Karen Kinney as Pastor at the Glenville Church** October 12, 2014. Rev. Joan Stewart to moderate the Commission; Teaching Elders Cinda Harkless, Greg Kupar to participate; Ruling Elders Kathryn McCrary, Jim Meads and Forrest Palmer to participate; guests of the commission are the Rev. John Bethard of Shenandoah Presbytery and Rev. Margee Iddings of National Capitol Presbytery. Rev. Stewart will preach the sermon.
3. Received a request for dismissal from the **Mingo Presbyterian Church** and appointed a team to visit with the congregation to determine next steps.
4. A **Sexual Misconduct Prevention Workshop** was held on September 25, 2014. The event was led by Rev. Jean Sutton and Rev. Rick Wilson. Attendees were: **Frank Cunningham, Larryetta Ellis, Karen Kinney, John McDonald, Rockland Poole, Andy Rice, Bob and Debbie Schultz**.
5. Following a request for a waiver of the requirement to attend PWV Sexual Misconduct Training due to previous training outside the presbytery, the committee is reviewing its policies in consultation with the Presbytery's insurance provider.
6. Approved the transfer of membership of Rev. John Ruehl to Flint River Presbytery.
7. Approved the transfer of membership of Rev. Steve Allman to Genessee Valley Presbytery.
8. The 2015 Small Church Conference will be held April 18 at the Fayetteville Presbyterian Church.
9. Approved of terms of call between Ms. Barbara Chalfant, Certified Christian Educator, and the Presbytery of West Virginia. Ms. Chalfant has been called by the Administration Committee to the position of Associate for Mission. Terms of call: Salary \$43,000; SECA offset \$3,290.50; Board of Pensions (Medical, Pension, Death & Disability); Continuing Education Allowance \$1,000; Vacation 4 weeks; Continuing Education: 2 weeks; Travel reimbursement at the IRS rate. Moving expenses paid.



10. The committee reviewed the work of those in Validated Ministries through annual reports. Approved the reports of: Shelly Barrick Parsons, Robin Blakeman, James Morley, Doug Pendleton, Joan Stewart, Dana Sutton, Jean Sutton, and Kathryn Willoughby Weed. Kristine Haig and John Sonnenday responded that they will be moving out of state and transferring their presbytery membership.
11. Approved the match between Ellen Dawson and the Marshall Campus Ministry.
12. Examined and approved Ellen Dawson for membership in the Presbytery of West Virginia.
13. Invite presbytery to recognize and celebrate the Christian Education Certification of Joanne Glaser.
14. Invite presbytery to recognize and celebrate the retirement of J. Dexter Taylor.

Vial explained that Item 39 was removed from the Consent Agenda for further review by the committee. He moved that Judy Shaver and Sylvia Miles be added to the listing of ALPs in Item 59. The motion was **approved**.

He moved that Item 60 be approved. Presbytery **approved** the motion.

The Moderator and Vial commissioned Commissioned Ruling Elders Kari Preslar to serve the Montgomery and Falls View Presbyterian Churches, John Yeager to serve the Eleanor Presbyterian Church and Jim Musgrave to serve the First Presbyterian Church in Logan.

Susan Sharp Campbell recognized Jo Ann Glaser for her recent certification as a Certified Christian Educator. Rev. Sharp Campbell and the Moderator led the presbytery in a brief service of recognition celebrating this achievement.

The Moderator and Vial recognized and honored Dexter Taylor on his honorable retirement as a Teaching Elder.

### **REPORT OF THE STEWARDSHIP COMMITTEE**

The Moderator recognized Rocky Poole who presented the financial reports. (Appendix H, pages 177-190.)

### **REPORT OF THE LEADERSHIP TEAM**

The Moderator recognized Chair Pamilla Ferrell. She stepped aside for action on Item 1a due to a conflict of interest. Moderator Elect, Randy Fife presented this item.

### **RECOMMENDATIONS:**

1. The following are proposed changes to the Presbytery Manual. They were presented at the August 19 Presbytery meeting as a first reading. Changes are shown in italics.
  - a. In section III Responsibilities, powers and meetings of Presbytery, Membership, paragraph 3:

“The privilege of the floor without vote shall be granted to certified church educators *and other certified church workers* serving churches of Presbytery, if not enrolled as members of the Presbytery...” (G-2.1102)

Explanation: Church business administrators and church musicians may be certified through their respective Presbyterian professional organizations. The *Book of Order* allows them privilege of the floor if approved by Presbytery.

Randy Fife moved that Item 1a be approved. Motion was **approved**.

- b. Insert a new paragraph 2 in the same section:

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

Explanation: The current *Book of Order* no longer states the number of ruling elder commissioners churches are to send to meetings of Presbytery, leaving that decision to each Presbytery. Motion was **approved**.

2. The Leadership Team has the responsibility of nominating persons to the Presbytery Nominating Committee. We nominate the following:

Charla Waters Koerner, TE, Member-at-large	Class of 2016
Rick Johnson, TE, Beechwood, Parkersburg	Class of 2017
Denise Parks, RE, Highlawn, Huntington	Class of 2017
Bob Wood, TE, Bream Memorial, Charleston	Class of 2017

Terry Cunningham, RE, First, Charleston	Chair 2015
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The recommendation was **approved**.

3. The Leadership Team has been advised that it would be very helpful for planning future events if the Presbytery meeting dates were on a fixed schedule. Therefore, we recommend the following schedule effective 2016

3<sup>rd</sup> Saturday in February  
3<sup>rd</sup> Thursday in May  
3<sup>rd</sup> Saturday in August  
3<sup>rd</sup> Thursday in November

The recommendation was **approved**.

## **INFORMATION:**

1. Approved the celebration of the Lord’s Supper at the annual Ministry Committee retreat in January, 2015 at Blessed John XXIII Pastoral Center, Charleston.
2. In September, the Leadership Team met in special session to review the progress of the Presbytery in transitioning to the Jeremiah 29:11 Plan. This was shared with presbytery.

One concern that the LT discussed at length is the loss of the former congregational development committee. This responsibility was assigned to the Ministry Committee, but the Ministry Committee has such a full workload that it cannot address congregational development. We also feel the deep loss of the work of the former Quadrant Presbyters and the relationships they had with the churches in their charge. They were valuable resources to the congregations. The LT has formed an *ad hoc* group to explore the possibility of forming staff positions for Regional Presbyters who would serve much as the Quadrant Presbyters did. This group is being formed with representation from Ministry Committee, Administration Committee, Relations Committee and Stewardship Committee.

3. An *ad hoc* committee of John Holland, George Lilley and Pam Ferrell, along with Rocky Poole and Forrest Palmer, was formed and is charged with determining criteria for distributing Synod funds to help churches with added Board of Pensions expenses in 2015.

### **NEW BUSINESS**

There was no New Business.

### **EXPRESSIONS OF GRATITUDE FOR THOSE WHO HAVE SERVED IN 2014**

Moderator Stewart recognized Pamilla Ferrell, outgoing Chair of the Leadership Team, and Todd Wright, outgoing Chair of Mission, for their service to the Presbytery.

### **INSTALLATION OF THE 2015 MODERATOR**

Moderator Stewart installed Randy Fife as Moderator and Peter Vial, as Moderator-elect for the Presbytery. Moderator Fife recognized former Moderator Joan Stewart for her service.

### **INSTALLATION OF 2015 COMMITTEE CHAIRS AND PRESBYTERY LEADERS**

Randy Fife, Moderator, installed the following as Committee Chairs and Synod Commissioner.

John McKinnon, Bluestone  
Joan Stewart, Leadership Team  
Nancy Tissue, Relations  
Gary McGrew, Representation  
Dave Lees, Finance and Synod Commissioner  
Sharon Rowe, Administration  
Kari Preslar, Nurture

### **ADJOURNMENT**

Presbytery was adjourned at 3:15 p.m. with a charge and benediction by Moderator Fife.

*Next Stated Meeting: February 28, 2015 at First Presbyterian Church, Charleston.*

Mavis Grant-Lilley  
Recording Clerk

Maureen Wright  
Stated Clerk

Joan Stewart  
Moderator

## APPENDIX A ATTENDANCE

**INTERIM EXECUTIVE PRESBYTER:** Forrest Palmer.

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

**MEMBERS OF LEADERSHIP TEAM (who are not Ministers or Elder Commissioners):** Pam Ferrell, George Lilley, Sharon Rowe, Cyndi Taylor, Nancy Tissue.

**COMMISSIONED RULING ELDERS:** Bill Brown, Jim Musgrave, Kari Preslar, Cherrie Sizemore.

**CERTIFIED CHRISTIAN EDUCATORS:** Kay Lamb.

**CORRESPONDING MEMBERS:** David Bush (Shenandoah Presbytery), Mary Anne Collins-Stauffer (National Capital Presbytery), Bruce Macbeth (Shenandoah Presbytery).

**MEMBER OF PRESBYTERY COMMITTEES:** Joyce Armentrout.

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

**VISITORS (who registered):** Barbara Chalfant, Sue Chenoweth, Linda Grandon, Willa Hood, Vicky Mays, Judy Meads, Judy Shaver, Mike Stivers, Tina Vial.

### ATTENDANCE OF MINISTERS

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

Name of Minister	2/18/14	5/3/14	8/19/14	12/13/14
Accord, Barbara A.	P	E	E	P
Alford, Ralph Judson, II	AE	AE	AE	AE
Atkins, Ken	AE	AE	AE	AE
Baldwin, Stephen	E	E	P	E
Blakeman, Robin	A	A	P	E
Bondurant, Robert K.	AE	AE	AE	AE
Bowen, Ed	P	P	P	E
Bower, David	AE	AE	AE	AE
Boyce, Bonnie	P	P	E	A
Buckalew, Ronald W.	P	A	P	AE
Butler, Claire	P	P	P	E
Butler, Craig	P	P	P	P
Calebaugh, Kenneth B.	P	AE	AE	AE
Campbell-Malake, Elizabeth	P	E	P	P
Campbell, Jacqueline	P	E	P	P
Campbell, Susan Sharp	P	P	P	P
Carroll, R. Leon, Jr.	AE	AE	AE	AE
Case, Walter A.	AE	AE	AE	AE
Clark, Thomas F.	AE	AE	AE	AE
Craven, Doug	E	A	AE	AE
Cunningham, Frank	E	P	P	P
Didway, Nancy	P	P	P	P
Deaderick, David S.	AE	AE	AE	AE
Debnam, Robert W.	AE	AE	AE	AE
Dodson, E. Denison	A	E	E	E
Dreyer, Charles B.	AE	AE	AE	AE
Ducheneau, Devon	A	A	A	A
Ducheneau, Mike	A	A	A	A

<b>Name of Minister</b>	<b>2/18/14</b>	<b>5/3/14</b>	<b>8/19/14</b>	<b>12/13/14</b>
Ellis, Larryetta	P	P	P	P
Gamble, Larry	E	A	A	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.	P	P	P	A
Haig, Kristine	A	A	A	A
Harkless, Cinda	P	P	P	E
Harkness, Cameron	AE	AE	AE	AE
Harrah, Jerry D.	AE	AE	AE	AE
Hasty, W. D., Jr.	P	P	E	P
Heidt, Paul Douglas	AE	AE	AE	AE
Holland, John	P	P	P	P
Hollis, Virginia Kay	AE	AE	AE	AE
Hood, Leonard L.	AE	AE	AE	P
Howe, Lanny	A	P	A	A
Ihrman, Francis E.	AE	AE	AE	AE
Jenkins, Doug	P	P	P	E
Jenkins, Janet	A	A	P	AE
Johnson, Janice Fraser	E	P	P	E
Johnson, Rick	P	E	P	A
Johnston, Thomas M., Jr.	AE	P	AE	P
Kilbert, Chris	P	A	E	P
Karen R. Kinney	*	*	*	P
Koerner, Charla Waters	P	A	E	P
Koerner, John F.	P	E	P	P
Krum, David P.	A	A	A	A
Kupar, Greg	P	P	P	P
Lamb, Richard C.	AE	AE	AE	P
Laukoter, Rob S.	A	P	E	A
Lee, David A.	P	E	P	P
Leitch, James O.	AE	AE	AE	AE
Lyles, W. Patterson	P	P	P	P
Mansell, Wm. Franklin, Jr.	P	P	P	AE
Maynard, Arvie L.	AE	AE	P	AE
McChesney, Charles S.	AE	AE	AE	AE
McCoy, William	P	A	P	P
McGrew, Gary S.	P	A	AE	P
McGuire, Richard W.	A	A	P	E
McKinnon, John	P	E	P	E
McMorran, William G., Jr.	AE	AE	AE	AE
McMurray, Stewart M.	AE	AE	AE	AE
Minihan, John	A	A	P	E
Minnerly, Douglas A.	E	E	P	E
Mobayed, Richard S.	AE	AE	P	AE
Mohrman, James A.	AE	AE	AE	AE
Monschke, Alice	AE	AE	AE	AE
Morgan, Norman K.	AE	AE	AE	AE
Morley, James E.	A	A	A	P
Neal, Elise	P	P	P	P
Newman, Robert G.	P	AE	P	P
Palmer, Harry W.	AE	AE	AE	AE
Parker, Amy S.W.	P	E	P	E

Name of Minister	2/18/14	5/3/14	8/19/14	12/13/14
Parsons, Shelly Barrick	P	P	A	A
Pendleton, P. Douglas, Jr.	P	P	P	A
Perkins, Chris	P	A	P	E
Posey, Lawton W.	AE	AE	AE	AE
Purcell, Boyd C.	AE	AE	AE	AE
Ray, Robin	P	E	P	P
Rice, Andrew "Andy"	A	A	E	A
Richards, David P.	P	P	P	P
Riley, John A.	P	P	AE	AE
Ringe, Charles	P	E	P	AE
Roberts, Jim	A	A	P	P
Robertson, M. Bruce	AE	AE	AE	AE
Robinson, James E.	P	P	P	AE
Romfo, Barbara	A	P	P	A
Romine, Paul D.	P	P	P	A
Ryan, Patrick "Pat"	P	E	P	A
Seely, Mike	P	E	P	P
Seibel, Frank L. "Skip"	E	E	P	E
Shaffer, David	AE	AE	AE	AE
Shogren, Donna Lee	AE	AE	AE	P
Smith, Vaughan M.	E	A	A	E
Snyder, Richard J. Daly	AE	AE	AE	AE
Sonnenday, John	A	A	A	A
Spencer, Donald L.	AE	AE	AE	AE
Spransy, George B. Jr.	P	AE	P	E
Spring, Charles M.	AE	AE	AE	AE
Starcher, Kevin	P	A	P	E
Sterling, Julie	P	A	E	P
Bruce Stevens	*	P	AE	P
Stewart, Joan W.	P	P	P	P
Stone, Greg	A	A	A	E
Sutton, Dana W.	P	E	E	E
Sutton, Jean C.	A	A	E	A
Taylor, J. Dexter	P	P	P	P
Thompson, Dean K.	AE	P	AE	AE
Vial, Peter	P	P	P	P
Walker, Gary C.	AE	AE	AE	AE
Walther, James A., Jr.	P	E	P	E
Washburn, Francis T.	AE	AE	AE	AE
Willoughby Weed, Kathryn A.	E	A	P	E
Wilson, Richard B.	P	A	P	E
Wood, Robert M.	P	E	P	P
Woodard, Sara G. (Sally)	P	P	P	P
Wright, Todd	P	P	P	P
Young, Samuel T.	AE	AE	AE	AE
Youngblood, Lucy	A	A	A	A

**ATTENDANCE OF CHURCHES**

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

Name of Church	2/18/14	5/3/14	8/19/14	12/13/14
Alderson	N	N	N	N
Alexander Memorial, Stony Bottom	E	Agnes Doyle-Kalland	Agnes Doyle-Kalland	E

<b>Name of Church</b>	<b>2/18/14</b>	<b>5/3/14</b>	<b>8/19/14</b>	<b>12/13/14</b>
Anderson Memorial, Welch	N	Emily Yeager	N	N
Bates Memorial, Huntington	N	Wes Walker	Wes Walker	
Baxter, Dunmore	George Pritchard	N	N	E
Beckley	N	Charles McNeel	Patricia Lester	N
Beechwood, Parkersburg	Cragin Blevins	N	N	N
Belington	Rene Poe	E	N	E
Belle	N	E	Eleanor Stanley	E
Bethlehem, Shinnston,	N	N	N	N
Beulah Humble, Elizabeth	Chip Matheny	N	N	N
Beverly	Linda Peterson	E	E	Linda Peterson
Beverly Hills, Huntington	N	N	Terri Effingham	E
Bradley	E	E	Sandy McIntire	E
Bramwell	N	N	E	N
Bream Memorial, Charleston	Melanie Simpson	Karen Robinson	Karen Robinson	Earl Billingsly
Bridgeport	N	N	N	N
Brush Creek, Ridgeview	N	N	N	N
Buffalo	N	N	N	N
Canyon Community, Morgantown	N	N	N	N
Centerville, Greenville	E	Petrie Brown	E	E
Church of our Saviour, Clarksburg	N	N	N	N
Church of the Covenant, Grafton	N	E	N	N
Church of the Covenant, Hurricane	N	N	N	N
Clear Creek	N	N	N	N
Clifton, Maxwelton	E	Barbara McMillion	Barbara McMillion	E
Clothier	N	N	N	N
Comfort	N	E	Marshall Bowne	E
Community, Arthurdale	E	E	E	Lorraine Weaver
Davis Memorial, Elkins	Lynn Proudfoot	Tina Vial	N	Lynn Proudfoot
Davis Memorial, Gassaway	Rob Robinson	Rogers Cunningham	N	Rick Accord
Dupont City, Belle	N	N	N	N
Edgewood, Lewisburg	N	E	John Arbuckle	Rebecca Williams
Eleanor	Judy Jeffries	N	Judy Jeffries	N
Elk Hills, Charleston	Jean Naylor	N	Frank Gourley	Jean Naylor
Enslow Park, Huntington,	Linda Brewster	N	N	N
Falls View, Charlton Heights	N	N	N	N
Fayetteville	Mike Burton	N	Betsy Howard	N
First, Bluefield	N	Bob Perkinson	Kellan Sarles	E
First, Buckhannon	Steve Hornbeck	N	N	Steve Hornbeck
First, Charleston	Joann Daley	Steve Hopta	N	Nancy Douglas
	Nancy Douglas	N	N	Steve Hopta
	N	N	N	Frankie McCain
First, Clarksburg	Jack Anderson	E	Wayne Northey	Mary Virginia Paletta
First, Colcord	N	N	N	N
First, Dunbar	Helen King	Helen King	Jim Hill	E
First, Fairmont	Charlene Walker	N	Charlene Walker	Bill Laughlin
First, Hinton	N	N	N	E
First, Huntington	N	N	N	N
First, Kenova	N	N	N	N



<b>Name of Church</b>	<b>2/18/14</b>	<b>5/3/14</b>	<b>8/19/14</b>	<b>12/13/14</b>
First, Kingwood	N	N	N	E
First, Logan	N	Mary Randan	E	N
First, Mannington	N	N	N	N
First, Morgantown	Linda Hagerty	Margaret Bolt	E	Mavis Grant-Lilley
First, Nitro	Randy Humphreys	N	N	N
First, Oak Hill	E	N	N	N
First, Parkersburg	Jean Percy	N	Wayne Sanders	Sarah Townsend
First, Ravenswood	N	N	N	N
First, Ripley	N	Carlene Rose	Patti Davis	Carlene Rose
First, St. Albans	Linda Slappe	E	Jim Williams	N
First, South Charleston	N	N	N	N
First, Terra Alta	E	E	E	N
First, Thomas	E	N	E	E
First, Welch	E	Vesta Larkin	E	N
First, Weston	N	N	N	N
First, White Sulphur Springs	N	E	E	N
First, Whitesville	E	Mike Lykens	E	E
First, Williamson	Susan Conn	Susan Conn	Susan Conn	N
First, Williamstown	Jeff Howard	Jeff Howard	Rocky Poole	Jeff Howard
Fleming Memorial, Fairmont	Donna Anderson	Charles "Rab" Snider	Judy Roylance	Mike Yost
Frankford	E	Clifford Gillilan	Linda Boone	Linda Boone
Gilbert	N	Tim Rutledge	Debra Burgess	E
Glenville	E	N	Jim Meads	Jim Meads
Grace Covenant, Charleston	E	E	Elaine Anderson	E
Green Bank, Liberty	N	N	N	E
Harman	N	N	N	N
Highlawn, Huntington,	Pam Curtis	Pam Curtis	Oliver Fehering	E
Highlawn, St. Albans	Gerald Perry	N	N	John Nelson
Hughes River, Cairo	Anne Banks	N	N	E
Kanawha United, Charleston	Lisa Smith	N	Steve Payne	Kathie Giltinan
Keller, Pence Springs	N	N	N	N
Kesler Memorial, Hico	E	E	E	N
Kuhn Memorial, Barboursville	Steve Gold	E	N	E
Lakeview, Lakebottom	N	N	N	N
Marlinton	N	N	N	N
Marsh Fork, Dry Creek	E	E	E	E
McElhenney, Alderson	N	N	N	N
McKinnon, Charleston	N	E	Sally Snyder	N
McLean, Ronceverte	Carl Bostic	Carl Bostic	Carl Bostic	N
Mill Creek	N	E	E	Tim Glaser
Milton	N	Jim May	N	N
Mingo	N	N	N	N
Montgomery	N	N	N	N
Mount Hope	E	N	N	N
Mount Pleasant, Sinks Grove	N	N	N	N
Oak Grove, Hillsboro	Bob Quinn	E	Sue Hollandsworth	N
Old Stone, Lewisburg	Jim Coleman	Sharon Rowe	Jim Rowe	Nancy Smallenberger
Orgas	N	N	N	N
Parsons	N	N	N	N
Philippi	E	E	E	Suzann Murphy

<b>Name of Church</b>	<b>2/18/14</b>	<b>5/3/14</b>	<b>8/19/14</b>	<b>12/13/14</b>
Pickens	E	E	E	E
Pineville	E	N	N	E
Point Pleasant	Terry Liveley	N	Donna Lambert	N
Red Sulphur Springs, Ballard	N	N	N	N
Richwood	N	N	N	N
Riverlawn, St. Albans	N	N	Patrick Croghan	N
Rock Forge, Morgantown	N	N	N	N
Rock Lake, South Charleston	Kay Rotz	N	Bill Wagner	E
Rome, Proctorville	N	N	N	N
Ronceverte	E	N	Alan Clower	N
Ruffner Memorial, Charleston	N	Marshall Carper	N	Kathy Brown
St. Andrew, Pinch	N	E	Robert Bandy	E
St. Marys	N	N	N	N
Salem, Ronceverte	E	E	N	N
Second, Huntington	Esther Cotton	Jenka Lockwood	Stacy Wehrle	Jenka Lockwood
Slatyfork, Big Spring	N	N	N	N
Smithers	E	N	N	E
South Park, Charleston	Larry Sites	Jim Sothen	Jim Sothen	Larry Sites
Spencer	E	N	Paul Hughes	Norma Randall-Myers
Spring Creek, Renick	N	N	Jeffrey Lewis	N
Spring Valley, Huntington	N	N	N	N
Sugar Grove, Morgantown	N	N	N	N
Summerlee	N	N	N	N
Summersville	N	N	N	Lauren Jarroll
Teays Valley, Scott Depot	Mike Jarrett	N	Bill Hensley	E
Trinity, Shady Spring	N	N	N	N
Tygarts Valley, Huttonsville	N	E	E	E
Union	N	E	E	E
Upperglade	N	N	N	N
Valley Bend, Beverly	E	N	N	N
Village Chapel, Charleston	Heather Barry	Tish Hodovan	Lynn Gunnoe	Heather Barry
Waverly – Bethel, Waverly	Dick Hammat	E	Barb Conlon	Dick Hammat
Westminster, Charleston	N	N	N	N
Westminster, Vienna	N	N	N	N
Whittico Memorial, Keystone	N	N	N	N
Winfield	E	John Hannan	N	Nancy Baldwin
Zion, Helvetia	N	N	N	N

**APPENDIX B  
DOCKET**

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

9:00 – 10:00 Registration and time for fellowship and refreshments  
9:15 First Time Commissioner Orientation

\*10:00 Call to Order Joan Stewart, Moderator

Greetings from First Presbyterian Church Elise Neal

- 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

- Statement of Quorum

- Approval of Docket

- Consent Agenda

Moderator

- o A consent agenda groups together routine items and resolutions under one agenda item. Items included in the consent agenda will not be open for discussion and all are approved in one vote. Opportunity will be given prior to the vote for members to remove items from the consent agenda. Items that are removed will be added to the regular agenda for separate discussion.

- Appointment of Temporary Clerks

- Appointment of Standing Committees

- o Committee on Bills and Overtures

- Leadership Team members present

Morning Worship

Announcements: Stewardship of Creation, Resource Center

Missions Committee Presentation

*Responding to Poverty in our Community*

\*12:30 Recess for Lunch

\*1:30 Prayer & Hymn Moderator

Report of the Stated Clerk Stated Clerk

- Presentation of Procedural Matters

Report of the Nominating Committee W.D. Hasty, Jr.

Report of the Nurture Committee Kari Preslar

Report of the Bluestone Committee John McKinnon

Report of the Interim Executive Presbyter Forrest Palmer

Report of the Administration Committee Sharon Rowe

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

Report of the Ministry Committee Cinda Harkless  
- Commissioning of Commissioned Ruling Elders  
- Recognition of Certified Christian Educator  
- Recognition of Retirement, Dexter Taylor

Report of the Leadership Team Pamilla Ferrell

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

New Business

Expressions of Gratitude for those who have served in 2014 Moderator

Installation of the 2015 Moderator Moderator

Installation of 2015 Committee Chairs and Presbytery Leaders Randy Fife

Completion of Feedback Forms

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

Printed Reports for Information Only:

- Missions Committee
- Relations Committee
- Trustees
- Vocations Committee

## APPENDIX C

### **MINUTES OF THE ADMINISTRATIVE COMMISSION TO ORDAIN AND INSTALL KAREN R. KINNEY AS PASTOR OF THE GLENVILLE PRESBYTERIAN CHURCH GLENVILLE, WEST VIRGINIA**

The commission, appointed by the Presbytery of West Virginia to ordain and install Karen R. Kinney as pastor of the Glenville Presbyterian Church, Glenville, West Virginia, met at the church on Sunday, October 12, 2014 at 3:30 p.m. The following members of the commission were present:

Ministers: Joan Stewart, Cinda Harkless, Greg Kubar;  
Elders: Forrest Palmer, Kathryn McCrary, Jim Meads;  
Guests: Rev. John Bethard and Dr. Margee Iddings.

The commission was called to order by the chair, Joan Stewart, who opened with prayer. The commission was organized and Kathryn McCrary was elected clerk. The order of service for the ordination and installation was approved. The minutes of the commission as written by the clerk were approved. The commission then joined the congregation in the sanctuary of the church where a service of worship was conducted.

The sermon, "No Turning Back" on the texts 1 Corinthians 2: 6-13 and Matthew 25: 31-46 was preached by Joan Stewart. The constitutional questions were propounded to the minister by Joan Stewart and to the congregation by Jim Meads. All were answered in the affirmative. The prayer of ordination and installation was offered by Joan Stewart. The chairperson, Joan Stewart, declared that Karen R. Kinney was duly elected, ordained and installed as pastor of the Glenville Presbyterian Church, Glenville, West Virginia. A charge was then delivered to the pastor by Cinda Harkless, and to the congregation by Greg Kubar. The service was closed with a brief statement and the benediction being pronounced by the newly ordained and installed pastor, Karen R. Kinney.

The commission adjourned with the benediction.

Kathryn McCrary  
Clerk of the Commission

## **APPENDIX D ROLLS AND REGISTERS OF PRESBYTERY**

The 2013-2015 Book of Order in G-3.0104 and G-3.0305 states that the Stated Clerk shall keep the rolls of presbytery's membership and registers of all Certified Christian Educators, Certified Associate Christian Educators and ruling elders commissioned to particular pastoral service. According to the Presbytery Manual, presbytery's membership includes ruling elder officers, General Presbyter, and Leadership Team members. Please contact the Stated Clerk with corrections or updates.

### **Presbytery Rolls as of December 1, 2014**

#### **Officers**

**Moderator:** Joan Stewart; **Moderator Elect:** Randy Fife; **Stated Clerk:** Maureen Wright; **Recording Clerk:** Mavis Grant Lilley; **Financial Administrator/Treasurer:** Rockland Poole.

#### **General Presbyter**

Forrest Palmer

#### **Leadership Team**

George Lilley, Sharon Rowe, Cyndi Taylor, Nancy Tissue.

#### **Teaching Elders**

##### **Engaged in Validated Ministry:**

Barbara A. Accord, Stephen Baldwin, Robin Blakeman, Charles E. Bowen, Bonnie Boyce, Claire Butler, J. Craig Butler, Elizabeth Campbell-Malake, Susan Sharp Campbell, Frank Cunningham, Nancy Didway, E. Denison Dodson, Larryetta Ellis, Lawrence J. Gamble, Joanne Glaser, Kristine Haig, Cinda Harkless, W. D. Hasty, Jr., John S. Holland, Douglas Jenkins, Forest R. Johnson, Janice Fraser Johnson, Christopher M. Kilbert, Karen R. Kinney, Charla Waters Koerner, John F. Koerner, Gregory A. Kupar, Rob S. Laukoter, David A. Lee, W. Patterson Lyles, William G. McCoy, Gary S. McGrew, Richard W. McGuire, John McKinnon, John Minihan, Douglas A. Minnerly, James E. Morley, Elise Renee Neal, Amy Wallace Parker, Shelly Barrick Parsons, P. Douglas Pendleton Jr., Christopher Perkins, Robin L. Ray, Andrew K. Rice, David P. Richards, James W. Roberts, Barbara Romfo, Paul D. Romine, Patrick Ryan, Michael Seely, Frank L. Seibel, Vaughan Smith, John W. Sonnenday, Kevin Starcher, Julie Anna Sterling, Joan S. Stewart, Greg Stone, Dana W. Sutton, Jean C. Sutton, J. Dexter Taylor, Peter A. Vial, James A. Walther Jr., Kathryn A. Willoughby Weed, Richard B. Wilson, Robert M. Wood, Todd R. Wright.

##### **Members At-Large:**

Leslie S. Clay, Douglas Craven, Devon B. Ducheneau, Joseph Marchio, Donald L. Spencer, Lucy K. Youngblood.

##### **Under Censure:**

Michael Ducheneau (Excluded from exercise of office until June 2013; he may now initiate the process required to be included.)

**Honorably Retired:**

Ralph Judson Alford II\*, Kenneth A. Atkins\*, Robert K. Bondurant\*, David Bower\*, Ronald W. Buckalew\*, Kenneth B. Calebaugh\*, R. Leon Carroll Jr.\*, Walter A. Case\*; Thomas F. Clark\*, David S. Deaderick\*, Robert W. Debnam\*, Charles B. Dreyer\*, Calvin P. Gentry\*, Robert H. Glaser\*, Leonard E. Graham\*, Ben E. Gurley\*, Cameron Harkness\*, Jerry D. Harrah\*, P. Douglas Heidt\*, Virginia Kay Hollis\*, Leonard L. Hood\*, R. Lanphier Howe\*, Francis E. Ihrman\*, Janet Jenkins\*, Thomas M. Johnston Jr.\*, David P. Krum\*, Richard C. Lamb\*, James O. Leitch\*, W. F. Mansell Jr.\*, Arvie L. Maynard\*, Stewart M. McMurray\*, Richard S. Mobayed\*, Alice Monschke\*, Robert G. Newman\*, Harry W. Palmer\*, Lawton W. Posey\*, Boyd C. Purcell\*, John A. Riley, Charles L. Ringe\*, M. Bruce Robertson\*, James E. Robinson\*, David K. Shaffer\*, Donna Lee Shogren\*, Richard J. Snyder\*, George B. Spransy Jr.\*, Charles M. Spring\*, Bruce Stevens\*, Dean K. Thompson\*, Charles C. Vorderberg\*, Gary C. Walker\*, Sara G. Woodard\*, Samuel T. Young\*

**Corresponding Members** (Members of other Presbyteries Laboring in Our Bounds):

Michael Anderson (Upper Ohio Valley Presbytery), David Bush\* (Shenandoah Presbytery), Bruce Macbeth\* (Shenandoah Presbytery), John McDonald (Shenandoah Presbytery).

**Registers of Presbytery as of December 1, 2014****Certified Christian Educators**

**Certified Christian Educators:** Susan Sharp Campbell, Susan C. Eason+, Joanne Glaser, Kay Lamb\*, Marcia Leitch+, Dana Marzolf\*, Kathryn H. McCrary\*, Barbara Palmer\*, Forrest Palmer, Kari Preslar, Karen B. Robinson\*, Barbara Romfo, Kevin Starcher, Cyndi C. Taylor\*, Maureen Wright.

**Certified Associate Christian Educators:** Kim Trisel+, Martha O'Dell+.

**Ruling Elders Commissioned to Particular Pastoral Service**

Jeff Barton, William Brown, Nancy Bulla, Pat Collier, William Dunfee, Roger Eskins, Tom Hastie, Barbara Hopta, Nancy Martin, Karen McClanahan, Jim Musgrave, David Pettry, Kari Preslar, Robert Lynn Randolph, Cherrie Sizemore, Elizabeth Stone, Jean Summerfield.

\*All retired persons are noted with an asterick.

+ These persons are not currently involved in active service as Christian Educators.

## APPENDIX E PROCEDURAL MATTERS

### A. Principles of Parliamentary Law

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

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

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

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

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

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

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



**APPENDIX F**  
**ASSOCIATE PRESBYTER FOR MISSION JOB DESCRIPTION**

The Associate Presbyter for Mission will work for the Presbytery of West Virginia in the areas of Older Adult Ministries, Hunger Action and Social Justice. He or she will work as an advocate, pastor and educator, assisting in the mission needs of the Presbytery, as well as mission issues supported by the PCUSA. This position will be divided as follows: ½ time Older Adult Ministry, ¼ time Hunger Action, ¼ time Social Justice. It is understood that this is a rough estimate and that time may vary based on the needs of the WV Presbytery.

**ACCOUNTABILITY:** He/she shall be accountable to the Presbytery of West Virginia and will be supervised by the General Presbyter.

**RELATIONSHIPS:** The Associate Presbyter for Mission will relate directly to the Mission Committee.

**COMPENSATION:** Specified in the letter of appointment and reviewed annually by the Administration Committee.

**EVALUATION:** An annual performance review and evaluation by the Administration Committee.

**TERMINATION:** By mutual consent of the Associate Presbyter for Mission and the Presbytery, or by action of Presbytery, upon written recommendation of the Administration Committee (G-3.0110). Fair and adequate notification shall be given to the Associate for Mission and to the Presbytery.

**PERSON DESCRIPTION**

The Associate Presbyter for Mission should have these qualifications, characteristics, and abilities:

1. A personal commitment to and relationship with God.
2. A strong biblical grounding in the Christian faith.
3. Membership in Presbyterian Church (USA) and an appreciation for the beliefs and faith commitments of others. Preference will go to Teaching or Ruling Elders within the PCUSA.
4. Demonstrated skills and experience in communicating with groups and individuals.
5. Ability to respond appropriately and constructively to conflict and to promote understanding and reconciliation.
6. Knowledge of governmental, church-related and independent resources available to older adults and their caregivers, hunger action initiatives and social justice programming.
7. The ability to find and maintain a balance between the various aspects of this position and its multiple relationships.
8. The ability to travel within West Virginia.

**MINISTRY WITH OLDER ADULTS**

**1/2 TIME**

**PURPOSE:** The Associate Presbyter for Ministry with Older Adults shall encourage and support ministry with older adults within the Presbytery of West Virginia. One major aspect of this ministry will be working with congregations to assist in the development of appropriate responses

to older adult needs and opportunities. A second major aspect will be as resource person for program development to meet the needs of residents of facilities under contract to Presbyterian Housing Foundation of West Virginia, Inc., and to provide support to resident managers and social service coordinators employed by Presbyterian Housing Foundation of West Virginia, Inc.

### **RESPONSIBILITIES**

- A. To develop and provide seminars that will meet the needs of residents of facilities under contract to Presbyterian Housing Foundation of West Virginia, Inc. Subject areas may include, but not be limited to, health, insurance, finance and law.
- B. To acquire and share knowledge of social and financial resources available to older adults through governmental and church related entities.
- C. To assist in the provision of pastoral care for residents of facilities under contract to Presbyterian Housing Foundation of West Virginia, Inc., using both Presbyterian and ecumenical resources.
- D. To offer supportive counsel to resident managers and social service coordinators employed by Presbyterian Housing Foundation of West Virginia, Inc., as they seek to deal with problems and frustration in their work.
- E. To serve as a communication link between Presbyterian Housing Foundation of West Virginia, Inc., residents, and resident directors as needs and issues require.
- F. To be an advocate for ministry with older adults in the Presbytery of West Virginia
- G. To consult with local congregations and assist them in designing ministries with and for older adults.
- H. To be a resource in the training of local church leaders in appropriate responses to the needs and opportunities of older adults.
- I. To develop and provide seminars that will meet the needs of congregations.
- J. To assist ministers with members of their congregation who are in crisis situations.

**RELATIONSHIPS:** The Associate Presbyter for Ministries with Older Adults will work closely with the resident managers and social services coordinators, and in consultation with the General Presbyter and other Presbytery staff. He/she will work collaboratively with the Mission Committee. It is anticipated that 60% of the person's time will be used in response to Presbytery-related needs and 40% will be used in response to West Virginia Management-related needs.

### **ASSOCIATE FOR PRESBYTER FOR MISSION - HUNGER ACTION ENABLER**

**1/4 TIME**

**PURPOSE:** The Associate Presbyter for Mission, Hunger Action Enabler, shall interpret and implement within the Presbytery of West Virginia the denomination's hunger action program at the local, regional and national level with emphasis on these five aspects: direct food relief, development assistance, education and interpretation, public policy, and lifestyle integrity.

### **RESPONSIBILITIES:**

- A. Be a spokesperson for Hunger Action within the Presbytery through:
  - 1. Cents-Ability – assistance to congregations in the adoption and promotion, general promotion within the Presbytery, implementation of adopted uses of the funds.
  - 2. Resourcing and training – establish resource files, disseminate relevant

- information, develop and train a Hunger Network, provide education and training to local congregations.
- 3. Project Development – assist in local congregations/agencies, seek areas of need, work with established projects.
- 4. Resource and report to the Hunger Action Ministry Team regularly and to the Mission Committee and/or Presbytery as requested.
- B. Serve as a link between the Presbytery and other governing bodies and agencies in the areas related to Hunger Action.
- C. Serve as staff resource for the Self-Development of People Committee.

## **ASSOCIATE PRESBYTER FOR MISSION - SOCIAL JUSTICE MINISTRY**

### **1/4 TIME**

**PURPOSE:** The Associate Presbyter for Mission, Social Justice, shall interpret and implement within the Presbytery of West Virginia the denomination's Social Justice Ministry focuses at the local, regional and national level. He or She will support and assist in developing the Social Justice ministries within the congregations of the WV Presbytery and educate the Presbytery on social justice issues embraced by the denomination.

### **RESPONSIBILITIES:**

- B. Be a spokesperson for Social Justice Ministry within the Presbytery through:
  - 1. Maintaining the Mission database featuring mission opportunities within the WV Presbytery.
  - 2. Resourcing and training – establish resource files, disseminate relevant information to provide education and training to local congregations.
  - 3. Project Development – assist in local congregations/agencies, seek areas of need, work with established projects.
  - 4. Emergency/ Disaster Assistance-work with the denomination in emergency situations to assist congregations within the Presbytery.
  - 5. International partnerships-assist with the education, development and promotion of the Presbytery's international partnerships within the Presbytery. He or She will also be actively involved in mission trips to partnering Presbyteries.
  - 6. Resource and report to the Mission Committee regularly and/or Presbytery as requested.
- C. Serve as a link between the Presbytery and other governing bodies and agencies in the areas related to Social Justice Ministry. This will include working as a resource in connection to the PCUSA's National Office in Washington D.C and the United Nations.
- D. Work in connection with the WV Council of Churches and with the General Presbyter who is the Presbytery's Board representative.

**APPENDIX E**  
**RESUME**

**BARBARA S. CHALFANT**

**SUMMARY OF PROFESSIONAL QUALIFICATIONS**

- Experienced educator with expertise in human relations and project management
- Extensive background in volunteer staff recruitment and retention
- Proven record of staff training and development
- Superb written and oral communication skills
- Skilled organizational and strategic planner
- Successful program marketing
- Professional special events planning
- Experienced crisis management
- Experienced adult and youth trip planner
- Knowledgeable in family and organizational systems

**PROFESSIONAL AFFILIATIONS**

- Association of Presbyterian Church Educators: Member of National Advocacy Ministry Team
- Certification Advisor for Presbytery of the Peaks

**PROFESSIONAL EXPERIENCE**

**DIRECTOR OF CHRISTIAN EDUCATION**

*Forest Presbyterian Church, Forest VA 2012-2014*

- Professional management of education program for three hundred member new church development
- Responsible for all aspects of program management; curriculum development, administration, fiscal oversight, marketing and evaluation
- Responsible for recruiting, orienting, training and supervising volunteer staff with placement based on individual talents and skills reducing burnout and increasing commitment level
- Oversight of all aspects of youth program including organization, pastoral care, program scope, service opportunities, and mission trips
- Leadership in adult education
- Leadership in Outreach Ministry and marketing
- Leadership in Stewardship and Mission education
- Created numerous educational and devotional resources to support the ongoing spiritual formation of families in the congregation

**CONSULTANT/CO-CREATOR, TREE MINISTRIES**

*treeministries.org 2010-2012*

- Professional consulting with congregations, sessions, conference centers and various other groups to access their needs and find creative, effective solutions
- Write and execute contracts with various groups and agencies who engage the services of TREE ministries
- Responsible for publicity and branding for organization
- Retreat leader and speaker

**DIRECTOR OF CHRISTIAN EDUCATION**

*Silver Spring Presbyterian Church, Mechanicsburg PA 1999-2010*

- Professional management of education program for nine hundred member congregation. Responsible for

all aspects of program management; curriculum development, administration, fiscal oversight, staffing, marketing and evaluation

- Responsible for recruiting, orienting, training and supervising 120 volunteer staff. Specialized in volunteer placement based on individual talents and skills reducing burnout and increasing commitment level
- Oversight of all aspects of youth program including service opportunities, mission trips and developing relationships with other not-for-profit agencies
- Leadership in adult education
- Leadership in setting and achieving of strategic and organizational goals
- Established baseline training programs children, youth and adults
- Updated the quality level of marketing and publications for entire organization
- Created numerous educational and devotional resources to support the ongoing spiritual formation of families in the congregation

## **DIRECTOR OF CHRISTIAN EDUCATION**

*First Presbyterian Church, Knoxville TN, 1991-1999*

- Professional management of education program for one thousand member congregation. Responsible for all aspects of program management; curriculum development, administration, fiscal oversight, staffing, marketing and evaluation
- Responsible for recruiting, orienting, training and supervising 160 volunteer staff and 3 professional staff
- Oversight of all aspects of youth program including service opportunities, mission trips and developing relationships with other not-for-profit agencies
- Developed and implemented adult education program, both teaching and resourcing volunteer leaders
- Lead communication committee in charge of marketing, internal and external communications for entire organization. Established a web presence
- Created numerous educational and devotional resources to support the ongoing spiritual formation of families in the congregation
- Coordinated volunteers for the building of two “Habitat for Humanity” homes
- Responsible for all internal and external communication and marketing

## **EDUCATION**

- Certified Christian Educator: 1988, Presbyterian Church, USA
- Master of Arts: Christian Education: 1987, Presbyterian School of Christian Education, Richmond, VA
- Bachelor of Science: Psychology: 1985, Longwood College, Farmville VA

## **SKILLS**

- Published writer
  - Presbyterian Outlook: Silk and Steel – April 30, 2011, Presbycars – September 19, 2011, March or Meander? – May 14, 2012, Keeping on the Sunnyside – May 14, 2012
  - Upper Room : United in Prayer - May 07, 2009 , Choose the Lord - March 23, 2008, Call of Moses - March 21, 2007
  - Association of Presbyterian Church Educators Advocate: The Heart of the Potter – Spring 2008
- Public speaker
- Proficient in Microsoft Office and InDesign
- Experienced in social media usage
- Comfortable with a wide variety of audio and visual equipment and resources
- Artist

**APPENDIX F  
FINANCIAL REPORTS**

**Presbytery of West Virginia  
Budget vs. Actual  
January through October 2014**

	YTD (10/31/14)	Budget	% of Budget	Restricted Fund Support
<b>ADMINISTRATION</b>				
OFFICE EXPENSES				
5105 - Postage	2,498.21			
5110 - Supplies	7,350.36			
5115 - Publications & Subscriptions	609.90			
5117 - Presbytery Directory	1,496.00			
5120 - Telephone	3,694.19			
5125 - Utilities	5,296.94			
5130 - Cleaning/Bldg Maintenance	4,767.00			
5135 - Equipment	1,135.77			
5140 - Equipment Maintenance	7,120.60			
5150 - Staff Expenses	1,853.07			
5155 - Insurance - Property	10,917.00			
5160 - Bad Debt Expense	79.51			
5165 - Web Site Maintenance	549.95			
5168 - Internet Service	1,303.40			
5180 - Bank service fees	718.94			
5185 - Miscellaneous	2,144.95			
<b>TOTAL OFFICE EXPENSE</b>	<b>51,535.79</b>	<b>70,000</b>	<b>73.6%</b>	<b>55,500</b>
SALARY & PERSONNEL EXPENSE				
All Salaries (including housing & utilities)	300,554.12	342,745	87.7%	
Pension Expense	33,435.44	41,130	81.3%	
Medical Insurance Expense	75,393.69	92,604	81.4%	
Payroll Taxes	16,555.54	26,668	62.1%	
Workers' Compensation	1,205.25	1,600	75.3%	
Continuing Education & Professional Expense	9,652.73	12,400	77.8%	
Travel & Program Expense	17,848.08	23,000	77.6%	
<b>TOTAL SALARY &amp; PERSONNEL EXPENSE</b>	<b>454,644.85</b>			
COMMITTEE EXPENSE				
7030 - Consultant Fees	0.00	1,000	0.0%	
7050 - Staff Development	0.00	1,540	0.0%	
7090 - Committee Meetings	439.00	1,500	29.3%	
<b>TOTAL COMMITTEE EXPENSE</b>	<b>439.00</b>			
<b>\$ 506,619.64</b>	<b>\$ 614,187</b>	<b>82.5%</b>		
<b>BLUESTONE</b>				
CAMP, CONFERENCE, RETREAT MINST				
7240 - CIT Support	0.00	2,500	0.0%	
7290 - Committee Meetings	700.00	1,000	70.0%	
<b>\$ 700.00</b>	<b>\$ 3,500</b>	<b>20.0%</b>		
				<b>2,500 Rachel McClintic Fund</b>

**Presbytery of West Virginia  
Budget vs. Actual  
January through October 2014**

	YTD (10/31/14)	Budget	% of Budget	Restricted Fund Support
<b>LEADERSHIP TEAM</b>				
5310 · Leadership Team/Council	2,652.54	4,000	66.3%	
<b>MINISTRY</b>				
CONGREGATIONAL DEVELOPMENT				
6008 · Mission Insite	5,000.00	5,000	100.0%	5,000 Mission Development Fund
COMMITTEE ON MINISTRY				
6130 · CLP Training (cont. ed.)	0.00	500	0.0%	
6140 · Ministry Training	0.00	500	0.0%	
6145 · Kanawha Pastoral Care Center	1,000.00	1,500	66.7%	
6160 · Professional Development	512.54	3,500	14.6%	
6165 · Church Professional Orientation	0.00	1,000	0.0%	
6170 · COM Resources	15.25	500	3.1%	
6175 · Congregational Care Travel	535.75	500	107.2%	
6185 · Miscellaneous	0.00	200	0.0%	
6189 · Emergency Church Assistance	0.00	2,000	0.0%	2,000 Small Church Fund
6190 · Committee Meetings	5,402.07	6,000	90.0%	
	<b>\$ 12,465.61</b>	<b>\$ 21,200</b>	<b>58.8%</b>	
<b>MISSIONS</b>				
CONGREGATIONAL DEVELOPMENT				
6076 · Missional Church Resources	0.00	250	0.0%	
6077 · Missional Church Development	0.00	10,000	0.0%	
6080 · New Transformation Initiatives	2,109.40	8,500	24.8%	
SOCIAL & ECUMENICAL MINISTRIES				
Local/Regional Mission Support TBD				
6710 · Davis-Stuart	1,125.00	1,500	75.0%	
6732 · Davis & Elkins College	1,125.00	1,500	75.0%	
6740 · PHEWA Life Membership	0.00	250	0.0%	
6760 · The Shack NH Support	11,812.50	15,750	75.0%	15,750 Mission Development Fund
6761 · Livingstone	2,250.00	3,000	75.0%	
6762 · United Christian Food Pantry	1,800.00	2,400	75.0%	
6763 · Gatehouse	2,250.00	3,000	75.0%	
6764 · Youth Opportunities!	1,500.00	2,000	75.0%	
6765 · Tyrand Coop. Ministry Support	1,875.00	2,500	75.0%	2,500 Midland Memorial
6770 · Westminster Foundation	1,125.00	1,500	75.0%	
6772 · Davis Mem. Elkins Afterschool	2,250.00	3,000	75.0%	
6780 · WV Min. of Advocacy & Workcamps	11,812.50	15,750	75.0%	15,750 Mission Development Fund
6790 · Committee Meetings	272.26	2,000	13.6%	
MISSION INTERPRETATION & STWDSH				
7110 · Mission Itineration	0.00	250	0.0%	

**Presbytery of West Virginia  
Budget vs. Actual  
January through October 2014**

YTD (10/31/14)	Budget	% of Budget
7130 · Kenya Partnership	1,500	0.0%
7166 · CEPAD	3,000	0.0%
7193 · Conferences Support	1,000	5.0%
	<b>\$ 41,356.66</b>	<b>\$ 78,650</b>
		<b>52.6%</b>

Restricted Fund Support  
1,500 Kenya Partnership

<b>NOMINATING</b>			
5320 · Nominating Committee	179.93	200	90.0%
<b>NURTURE</b>			
CHRISTIAN NURTURE & WORSHIP			
6320 · Resource Center Acquisitions	985.41	1,350	73.0%
6321 · Resource Ctr. - Supplies/Equip.	292.99	400	73.2%
6322 · Resource Ctr. - Subscriptions	300.00	700	42.9%
6323 · Resource Ctr. - Catalog Program	795.00	415	191.6%
6330 · Festival of Faith	214.38	500	42.9%
6332 · Church Educators Support	368.93	400	92.2%
6335 · Educator/Clergy/CLP Retreat	350.36	1,000	35.0%
6345 · Younger Youth Retreat	443.34	1,600	27.7%
6348 · Older Elementary Event	151.70	500	30.3%
6350 · Older Youth Retreat	(620.00)	1,600	-38.8%
6355 · HS Youth Conf. Mission Trip	739.86	8,000	9.2%
6358 · Middle School Conf & Work Camp	(1,570.00)	500	-314.0%
6360 · Youth Council	67.94	500	13.6%
6370 · Adult Spiritual Development	40.00	1,000	4.0%
6380 · Scholarships	375.00	2,000	18.8%
6382 · Presbytery Worship	40.97	600	6.8%
6385 · Miscellaneous	282.12	200	141.1%
6390 · Committee Meetings	365.31	600	60.9%
	<b>\$ 3,623.31</b>	<b>\$ 21,865</b>	<b>16.6%</b>
<b>PJC</b>			
5305 · Permanent Judicial Commission	233.04	300	77.7%
<b>PRESBYTERIAN WOMEN</b>			
7310 · Presbyterian Women Support	4,900.00	5,880	83.3%
<b>RELATIONS</b>			
GOVERNING BODY EXPENSE			
5410 · Presbytery Meetings	788.46	1,366	57.7%
5415 · Moderator Expenses	1,519.31	1,000	151.9%
5420 · General Assembly	5,071.08	4,000	126.8%

8,000 Rachel McClintic Fund



**Presbytery of West Virginia  
Budget vs. Actual  
January through October 2014**

	YTD (10/31/14)	Budget	% of Budget	Restricted Fund Support
5430 · Synod	(126.98)			
5450 · Denomination Resources	15.60			
5460 · Cluster Shepherds	271.90	10,000	2.7%	
5490 · Relations Committee Expenses	367.32	1,000	36.7%	
	<b>\$ 7,906.69</b>	<b>\$ 17,366</b>	<b>45.5%</b>	
<b>REPRESENTATION</b>				
5315 · Committee on Representation	0.00	100.00	0.0%	
<b>STEWARDSHIP</b>				
FINANCE & DEVELOPMENT				
5355 · Transition Expenses	173.25	5,000	3.5%	
6545 · Outside CPA Costs	14,600.00	15,000	97.3%	
6550 · Brick & Mortar Grants	15,000.00	15,000	100.0%	15,000 Small Church Fund - \$5K, Funds of PWV - \$10K
6590 · Committee Meetings	272.69	1,000	27.3%	
	<b>\$ 30,045.94</b>	<b>\$ 36,000</b>	<b>83.5%</b>	
<b>TRUSTEES</b>				
5325 · Trustees	450.00	1,000	45.0%	
<b>VOCATIONS</b>				
PREPARATION FOR MINISTRY				
6210 · Care of Candidates	0.00	1,500	0.0%	
6220 · Annual Consultation	268.80			
6230 · Career Counseling	0.00	1,500	0.0%	
6240 · Scholarships	0.00	5,000	0.0%	5,000 Bush Fund
6250 · Conferences	0.00	900	0.0%	
6260 · ALP/CLP Preparation Program	950.00	2,000	47.5%	13,000 Small Church Fund - \$10K, Funds of PWV - \$3K
6290 · Committee Meetings	665.91	1,500	44.4%	
	<b>\$ 1,884.71</b>	<b>\$ 12,400</b>	<b>15.2%</b>	
	<b>\$ 613,018.07</b>	<b>\$ 816,648</b>	<b>75.1%</b>	<b>\$141,500</b>
<b>TOTAL</b>				
<b>REVENUE IN SUPPORT OF BUDGET</b>				
Shared Mission (net of GA & Synod support)	YTD (10/31/14)	Budget		
Per Capita (net of GA & Synod support)	267,855	412,919		
Previous Year Shared Mission & Per Capita	132,424	204,908		
Outside Funding (Presby, Housing & PHP)	7,038			
Small Business Healthcare Tax Credit	46,300	46,300		
Interest & Gifts	8,443	15,000		
	15,300	10,000		
Restricted Fund Support (2015 allocation of funds used below)	70,804	127,521		
	<b>\$ 548,166</b>	<b>\$ 816,648</b>		
<b>TOTAL</b>				

Presbytery of West Virginia  
Budget vs. Actual  
January through October 2014

**COMPOSITE BY COMMITTEE**

	YTD (10/31/14)	Budget	% of Budget	Restricted Fund Support
ADMINISTRATION	506,619.64	614,187.00	82.5%	55,500.00
BLUESTONE	700.00	3,500.00	20.0%	2,500.00
LEADERSHIP	2,652.54	4,000.00	66.3%	
MINISTRY	12,465.61	21,200.00	58.8%	7,000.00
MISSIONS	41,356.66	78,650.00	52.6%	35,500.00
NOMINATING	179.93	200.00	90.0%	
NURTURE	3,623.31	21,865.00	16.6%	8,000.00
PERMANENT JUDICIAL COMMISSION	233.04	300.00	77.7%	
PRESBYTERIAN WOMEN	4,900.00	5,880.00	83.3%	
RELATIONS	7,906.69	17,366.00	45.5%	
REPRESENTATIONS	0.00	100.00	0.0%	
STEWARDSHIP	30,045.94	36,000.00	83.5%	15,000.00
TRUSTEES	450.00	1,000.00	45.0%	
VOCATIONS	1,884.71	12,400.00	15.2%	18,000.00
<b>TOTALS</b>	<b>\$ 613,018.07</b>	<b>\$ 816,648.00</b>	<b>75.1%</b>	<b>\$ 141,500.00</b>

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of October 31, 2014

	<u>10/31/14</u>	<u>10/31/13</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1005 - Petty Cash	250.00	250.00
1012 - Payroll - WesBanco Bank	581.70	778.69
1020 - Cash - United Bank Checking	44,421.16	63,186.12
1022 - Cash - United Bank Sweep Acct	138,078.00	240,058.25
1023 - WV Federal Credit Union	226,049.71	225,430.10
1029 - First Community Bank - Fr. Crk.	15,700.36	15,701.52
1030 - Wells Fargo - MDF		
1032 - Equities -- Index Fund	959,216.50	872,492.20
1035 - Fixed Income	615,532.25	500,233.44
<b>Total 1030 - Wells Fargo - MDF</b>	<b>1,574,748.75</b>	<b>1,372,725.64</b>
1050 - Wells Fargo Money Market		
1051 - Wells Fargo MM - PWV	44,948.20	10,014.15
1052 - Kay Long Memorial Fund	8,349.57	8,375.27
1053 - Molly Gant Scholarship Fund	10,892.53	12,786.80
1054 - Kenya Partnership	9,738.00	13,326.01
1055 - Presbyterian Hunger Program	13,321.80	42,521.74
1056 - Pack Endowment Fund	203,646.52	203,559.88
<b>Total 1050 - Wells Fargo Money Market</b>	<b>290,896.62</b>	<b>290,583.85</b>
<b>INVESTMENTS</b>		
1070 - New Covenant Funds of PWV	250,854.73	209,056.51
1072 - New Covenant New Ch. Devel	116,838.93	97,370.91
1074 - New Covenant PEPS	3,199.50	2,655.52
1075 - New Covenant Slaughter	749.90	674.99
1076 - New Covenant Riner	51,168.15	46,062.23
1077 - New Covenant Scholarship	11,437.47	10,287.90
1078 - New Covenant Seminary Student	22,983.14	19,153.55
1079 - New Covenant Dickinson	38,367.37	31,974.50
1080 - New Covenant Bush Fund	164,686.41	141,581.31
1081 - New Covenant Goin Estate	54.60	36.99
1084 - New Covenant Midland Mem.	71,753.84	61,935.33
1086 - New Covenant Lee Beard	659.67	593.79
1087 - New Covenant Small Church	919,780.77	766,524.29
1090 - T Rowe Price - Rachel McClintic	824,968.12	744,156.48
<b>Total INVESTMENTS</b>	<b>2,477,502.60</b>	<b>2,132,064.30</b>
<b>Total Checking/Savings</b>	<b>4,768,228.90</b>	<b>4,340,778.47</b>

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of October 31, 2014

	<b>10/31/14</b>	<b>10/31/13</b>
<b>Accounts Receivable</b>	125.60	0.00
<b>Other Current Assets</b>		
1220 · Notes Receivable MDF	22,113.87	25,744.72
1240 · Notes Receivable Riner	29,000.00	28,000.00
1309 · Notes Receivable R. McClintic	141,657.01	149,951.01
1450 · Workers Comp Deposit	247.09	247.09
<b>Total Other Current Assets</b>	193,017.97	203,942.82
<b>Total Current Assets</b>	4,961,372.47	4,544,721.29
<b>Fixed Assets</b>		
1510 · Land	58,000.00	58,000.00
1520 · Building & Grounds	299,782.00	266,777.00
1530 · Furniture & Fixtures	12,624.20	12,624.20
1540 · Capital Equipment	27,226.11	31,111.53
1550 · Software	10,022.51	11,727.46
1590 · Accumulated Depreciation	-230,126.73	-222,083.66
<b>Total Fixed Assets</b>	177,528.09	158,156.53
<b>Other Assets</b>		
1820 · Cash Surrender Value Life Ins.	0.00	109,716.30
<b>Total Other Assets</b>	0.00	109,716.30
<b>TOTAL ASSETS</b>	<b>5,138,900.56</b>	<b>4,812,594.12</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Other Current Liabilities</b>		
2010 · Benevolence Receipts Payable	648.13	648.13
<b>Payroll Liabilities</b>	2,309.79	1,031.26
<b>Total Liabilities</b>	2,957.92	1,679.39
<b>Equity</b>		
3010 · Fund Balance Funds of PWV	889,395.19	824,267.11
3011 · Fund Balance - MDF	1,523,254.89	1,368,599.31
3012 · Fund Balance New Ch. Devel	111,325.16	96,803.12
3013 · Fund Balance Hunger Prog	15,231.56	21,087.89
3014 · Fund Balance PEPS	3,048.49	2,639.97

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of October 31, 2014

	<u>10/31/14</u>	<u>10/31/13</u>
3015 - Fund Balance Slaughter	721.80	669.94
3016 - Fund Balance Riner	72,774.37	69,793.07
3017 - Fund Balance Scholarship	11,008.80	10,210.78
3018 - Fund Balance Seminary Student	21,898.49	19,041.87
3019 - Fund Balance Dickinson	36,556.74	31,788.05
3020 - Fund Balance Bush Fund	156,940.69	140,755.37
3021 - Fund Balance Goin Estate	52.04	36.73
3024 - Fund Balance Midland Mem.	68,380.75	61,573.82
3026 - Fund Balance Lee Beard	634.96	589.34
3027 - Fund Balance Small Church	876,375.00	762,054.52
3028 - Fund Balance Kenya Partnership	9,306.11	9,271.64
3029 - Fund Balance Rachel McClintic	941,522.55	822,263.50
3030 - Fund Balance Kay Long Memorial	8,375.33	8,350.80
3031 - Fund Balance Molly Gant Fund	12,786.90	13,487.58
3032 - Fund Balance Pack Endowment	203,751.47	202,482.35
Net Income	172,601.35	345,147.97
<b>Total Equity</b>	<u>5,135,942.64</u>	<u>4,810,914.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>5,138,900.56</u></u>	<u><u>4,812,594.12</u></u>

2014 Benevolence Pledging & Per Capita Assessment -- alpha by Church					
Church	2014 PLEDGE	2014 Giving at 10/31/14	12/31/12 Mbrship.	2014	Per Capita Rec'd at 10/31/14
				Per Capita (\$28.50/mbr)	
Alderson			19	542	542
Alexander Memorial	240	240	8	228	228
Anderson Memorial	1,000	750	35	998	750
Arthurdale	0		57	1,625	1,625
Bates Memorial	1,000	835	155	4,418	3,685
Baxter	500	500	13	371	371
Beckley	13,600	10,201	285	8,123	6,092
Beechwood	4,500	2,250	96	2,736	2,736
Belington	650	488	25	713	534
Belle	1,050	788	12	342	257
Bethlehem		100	18	513	
Beulah Humble			17	485	364
Beverly			27	770	770
Beverly Hills			58	1,653	
Big Spring			10	285	
Bluefield First	10,000	8,333	189	5,387	5,387
Bradley	0		21	599	599
Bramwell			24	684	684
Bream Memorial	2,400	1,200	203	5,786	2,893
Bridgeport (all PWV in 2014)	4,000	2,929	136	3,876	3,000
Brush Creek	244	244	5	143	143
Buckhannon First	4,500	3,750	29	827	700
Buffalo			4	114	
Canyon Community	1,050	1,050	6	171	171
Centerville	2,500	1,250	41	1,169	584
Ch. of the Covenant - Grafton	2,064	1,720	24	684	580
Charleston First	109,000	59,583	1,186	33,801	28,168
Church of Our Saviour	1,850	1,850	17	485	485
Clarksburg First	4,500	3,375	242	6,897	5,323
Clear Creek			18	513	
Clifton	14,000	1,166	167	4,760	1,586
Clothier			11	314	314
Colcord First	1,550	1,167	32	912	684
Comfort		372	15	428	428
Davis Mem. - Elkins	13,700	10,275	201	5,729	4,296
Davis Mem. - Gassaway	680	670	51	1,454	1,211
Dunbar First	1,000	750	81	2,309	1,731
DuPont City			10	285	
Edgewood	4,600	3,450	125	3,563	2,646
Eleanor	1,200	1,121	28	798	308
Elk Hills	6,516	5,430	88	2,508	2,090
Enslow Park		1,000	179	5,102	4,252
Fairmont First	3,300	2,475	153	4,361	2,180
Falls View	1,600	1,260	12	342	300
Fayetteville	6,200	1,900	92	2,622	1,797
Fleming Memorial	3,772	2,829	52	1,482	1,112

Church	2014	2014	12/31/12	2014	Per Capita Rec'd at 10/31/14
	PLEDGE	Giving at 10/31/14	Mbrship.	Per Capita (\$28.50/mbr)	
Frankford	1,500	1,250	25	713	594
Gilbert			62	1,767	1,767
Glenville	3,500	3,205	19	542	756
Grace Covenant	2,700	1,254	22	627	314
Harman			27	770	770
Highlawn Huntington	18,500	13,875	178	5,073	3,805
Highlawn St. Albans	6,400	5,330	83	2,366	1,970
Hinton First	2,100	1,575	25	713	534
Hughes River/Cairo	500	500	20	570	570
Huntington First	22,605	5,651	552	15,732	3,185
Huntington Second	1,200	1,200	24	684	600
Kanawha United	11,500		167	4,760	
Keller			7	200	200
Kenova			29	827	827
Kesler Memorial	600	450	38	1,083	812
Kingwood First	5,300	4,417	57	1,625	1,354
Kuhn Memorial	4,881	4,068	125	3,563	2,969
Lakeview	825	825	8	228	228
Liberty		1,996	17	485	485
Logan First	7,242	5,432	102	2,907	2,907
Mannington First			20	570	
Marlinton			128	3,648	3,040
Marsh Fork	1,000	1,000	14	399	399
McElhenney			12	342	342
McKinnon	800		43	1,226	1,200
McLean			30	855	855
Mill Creek	4,400	3,300	28	798	798
Milton	1,575	788	30	855	550
Mingo	100	100	16	456	456
Montgomery	1,678	840	13	371	186
Morgantown First			266	7,581	
Mount Hope			32	912	912
Mount Pleasant			31	884	
Nitro First			102	2,907	1,457
Oak Grove	2,500	1,250	72	2,052	1,026
Oak Hill First			30	855	428
Old Stone	44,415	33,311	399	11,372	8,529
Parkersburg First	0		224	6,384	5,320
Parsons		300	29	827	620
Philippi	275	206	12	342	257
Pickens	250	250	6	171	171
Pineville	5,400	4,500	35	998	831
Pres. Ch of the Cov	500		98	2,793	
Pt. Pleasant	6,930	5,775	122	3,477	2,897
Ravenswood First	2,646	2,205	37	1,055	881
Red Sulphur Springs	275	275	9	257	257
Richwood	1,800	1,350	31	884	663
Ripley First	4,800	3,661	51	1,454	972

Church	2014	2014	12/31/12	2014	Per Capita Rec'd
	PLEDGE	Giving at 10/31/14	Mbrship.	Per Capita (\$28.50/mbr)	at 10/31/14
Riverlawn	5,000	4,000	103	2,936	2,450
Rock Forge		150	31	884	884
Rock Lake	11,250	9,318	135	3,848	3,273
Rome	130	90	15	428	285
Ronceverte	1,700	1,275	82	2,337	1,753
Ruffner Memorial			47	1,340	
Salem	3,000	2,250	20	570	428
Smithers	1,200	1,000	14	399	399
South Charleston			208	5,928	4,988
South Park	1,800	1,350	19	542	407
Spencer	800	400	14	399	200
Spring Creek	500	500	30	855	855
Spring Valley	550	420	60	1,710	1,283
St. Albans First	4,300	1,075	231	6,584	1,646
St. Andrew	5,192	1,000	163	4,646	2,810
St. Marys	170		17	485	
Sugar Grove	1,600	1,600	30	855	855
Summerlee	100	75	14	399	299
Summersville	1,600	1,200	61	1,739	1,304
Teays Valley	10,800	7,200	268	7,638	5,040
Terra Alta First	1,900	1,900	28	798	798
Thomas First	4,000	4,000	30	855	778
Trinity	0	827	29	827	620
Tygarts Valley	4,620	3,850	29	827	827
Union	2,100	1,575	55	1,568	1,176
Upper Glade	2,000	2,000	63	1,796	1,796
Valley Bend	1,700	1,700	34	969	969
Village Chapel	23,600	9,830	252	7,182	2,992
Waverly-Bethel	1,100	825	21	599	449
Welch First	2,000	1,000	23	656	328
Westminster Chas.	7,200	5,400	27	770	577
Westminster Vienna	4,000	3,197	83	2,366	1,775
Weston First	1,000	1,000	26	741	741
White Sulphur Springs	2,000	1,670	52	1,482	1,250
Whitesville First	1,433	1,433	21	599	599
Whittico Memorial			7	200	
Williamson First	0		72	2,052	
Williamstown First	4,000	2,000	84	2,394	1,197
Winfield	750	375	20	570	285
Zion	730		32	912	
<b>TOTALS</b>	<b>505,288</b>	<b>320,924</b>	<b>10,334</b>	<b>294,519</b>	<b>195,605</b>
<i>Presbytery portion 80%</i>	<b>404,230</b>	<b>256,739</b>		<b>199,095</b>	
<i>GA portion 15%</i>	<b>75,793</b>	<b>48,139</b>		<b>70,390</b>	
<i>Synod portion 5%</i>	<b>25,264</b>	<b>16,046</b>		<b>22,678</b>	
<b>91 churches pledged</b>					
<b>% of budgeted \$\$\$</b>	<b>97.9%</b>				



## BLUESTONE CONFERENCE CENTER, INC

### Budget to Actual as of October 31, 2014

INCOME	YTD (10/31/14)	Budget	% of Budget	YTD (10/31/13)
Presbytery support	-	-	-	40,000
Grant Subsidy - Rachel McClintic Fund	0.00	2,500	0.0%	2,500
Retreats - Bluestone Events	9,173.00	11,000	83.4%	11,333
Retreats - Presbyterian	5,848.00	12,500	46.8%	5,799
Retreats - Presbyterian Affiliate	-	-	-	0.00
Retreats - Non - Presbyterian	52,518.00	48,000	109.4%	29,808
Summer Camp Registrations	73,658.40	67,000	109.9%	66,315
Donations	15,455.00	14,000	110.4%	8,649
Friends of Bluestone	42,000.00	35,000	120.0%	41,500
Interest	1.51	-	-	2
Miscellaneous	8,908.08	-	-	1,265
<b>TOTAL INCOME</b>	<b>\$ 207,561.99</b>	<b>\$ 190,000</b>	<b>109.2%</b>	<b>\$ 207,171</b>
<b>EXPENSES</b>				
Salaries & Personnel	50,830.58	52,358	97.1%	91,234
Office & Administration	8,464.88	13,422	63.1%	18,457
Bluestone Committee expense	361.28	1,500	24.1%	1,292
Plant & Operation	97,375.76	88,620	109.9%	61,878
Summer Staff & Salary	23,747.74	24,900	95.4%	22,997
Summer Program	1,461.45	1,200	121.8%	1,242
Summer Camp Trips	4,471.84	8,000	55.9%	5,860
<b>TOTAL EXPENSE</b>	<b>\$ 186,713.53</b>	<b>\$ 190,000</b>	<b>98.3%</b>	<b>\$ 202,960</b>

NET INCOME (excluding store acct. & depreciation expense = \$20,848)

### BALANCE SHEET

INCOME	2014	2013
<b>ASSETS</b>		
Current Assets	29,237.55	12,130
Property & Equipment (net of depreciation)	126,855.87	141,588
<b>TOTAL ASSETS</b>	<b>\$ 156,093.42</b>	<b>\$ 153,718</b>
<b>LIABILITIES</b>		
Payroll Liabilities	1,546.28	1,487
Long Term Debt	22,112.87	25,744
<b>TOTAL LIABILITIES</b>	<b>\$ 23,659.15</b>	<b>\$ 27,231</b>
<b>EQUITY</b>	<b>132,434.27</b>	<b>126,487</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 156,093.42</b>	<b>\$ 153,718</b>

**Friends of Bluestone, Inc.**  
**BALANCE SHEET**  
**As of October 31, 2014 and 2013**

**ASSETS**

	<b>2014</b>	<b>2013</b>
<b>CURRENT ASSETS</b>		
Cash - BB&T	\$ 4,043.20	\$ 9,924.96
Restricted Funds	<u>5,899.15</u>	<u>4,000.00</u>
<b>Total Current Assets</b>	<u>9,942.35</u>	<u>13,924.96</u>
<b>PROPERTY AND EQUIPMENT</b>		
Equipment	<u>2,200.00</u>	<u>2,200.00</u>
<b>Net Property and Equipment</b>	<u>2,200.00</u>	<u>2,200.00</u>
<b>TOTAL ASSETS</b>	<u>\$ 12,142.35</u>	<u>\$ 16,124.96</u>

**LIABILITIES AND STOCKHOLDERS' EQUITY**

	<u><b>2014</b></u>	<u><b>2013</b></u>
<b>CURRENT LIABILITIES</b>		
<b>LONG-TERM LIABILITIES</b>		
<b>FUND BALANCE</b>		
Fund Asset Balance	<u>12,142.35</u>	<u>16,124.96</u>
<b>Total Fund Balance</b>	<u>12,142.35</u>	<u>16,124.96</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><u>\$ 12,142.35</u></u>	<u><u>\$ 16,124.96</u></u>

## Friends of Bluestone, Inc. INCOME STATEMENT

	1 Month Ended October 31, 2014	1 Month Ended October 31, 2013	10 Months Ended October 31, 2014	10 Months Ended October 31, 2013
<b>Income</b>				
Donations - Churches	\$ 825.00	\$ 0.00	\$ 7,760.04	\$ 13,231.62
Donations - Individuals	600.00	850.00	7,658.40	9,321.00
Donations - Foundations	0.00	0.00	25.00	0.00
Donations - Restricted	0.00	0.00	17,899.15	0.00
Fundraiser - Other	0.00	0.00	1,467.00	0.00
Fundraiser - Kroger Cards	0.00	0.00	348.75	663.44
Golf Tournament Sponsors	0.00	0.00	3,305.00	4,050.00
Golf Registrations	0.00	0.00	3,735.00	3,196.00
Shirt Sales	0.00	70.00	30.00	110.00
Donations In Kind	0.00	0.00	2,081.36	1,353.73
Interest Earned	0.07	0.10	1.07	1.95
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Income</b>	<b>1,425.07</b>	<b>920.10</b>	<b>44,310.77</b>	<b>31,927.74</b>
<b>Operating Expenses</b>				
<b>Distributions to Presbytery</b>				
Camp - Major Repairs	0.00	0.00	6,000.00	0.00
Camp - Major Improvements	0.00	0.00	16,000.00	0.00
Camp - General Operating Expenses	0.00	0.00	20,000.00	41,500.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Distributions to Presbytery	0.00	0.00	42,000.00	41,500.00
<b>Direct Expenses</b>				
FOB Major Repairs	0.00	0.00	0.00	347.46
FOB - Major Improvements	0.00	0.00	2,040.07	0.00
FOB Maintenance	0.00	0.00	0.00	768.53
Thrive/PayPal Discount Fee	4.36	1.45	98.78	111.11
Bank Service Charge	0.00	0.00	0.00	12.00
Postage	0.00	63.02	77.96	151.66
P O Box Rental	0.00	0.00	92.00	88.00
Marketing	0.00	0.00	0.00	200.00
Fundraising Expenses	0.00	0.00	5,142.56	2,430.59
Licenses & Fees	15.00	15.00	40.00	40.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Direct Expenses	19.36	79.47	7,491.37	4,149.35
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Operating Expenses</b>	<b>19.36</b>	<b>79.47</b>	<b>49,491.37</b>	<b>45,649.35</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Income (Loss)</b>	<b>\$ 1,405.71</b>	<b>\$ 840.63</b>	<b>\$ (5,180.60)</b>	<b>\$ (13,721.61)</b>
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