



**Virtual Stated Meeting
Presented on Zoom
November 13, 2021**

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

Zoom
November 13, 2021

A MISSION STATEMENT FOR THE PRESBYTERY OF WEST VIRGINIA

Who are we? The Presbytery of West Virginia is a baptized, covenant people called by God to reflect Christ's love through mission, ministry and relationships.

What is our vision? It is our vision that everyone will experience the love of God.

What is our mission? The Presbytery of West Virginia strengthens, supports and serves our worshiping communities as they share God's love through mission, ministry and relationships.

DOCKET

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

*9:30 Call to Order Nancy Kissinger, Moderator

Business of the Presbytery

- Seating of Corresponding Members Maureen Wright, Stated Clerk
- 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

*9:45 Educational Focus ***Financial Sustainability in a Post-Covid Era***
Ellie Johns-Kelley
Ministry Relations Officer, Presbyterian Foundation

10:15 Announcement: Resource Center

*10:20 Worship

Business of the Presbytery

- Welcome of new Teaching Elders Stated Clerk
- Introduction of Visiting Teaching Elders
- Recognition of Ruling Elders attending Presbytery for the first time

Report of the Stated Clerk	Stated Clerk
- Presentation of Procedural Matters	
Report of the General Presbyter	Ed Thompson
Report of the Leadership Team	Andy Rice
Report of the Synod Commissioner	Jim Wilson
Greetings from the Presbyterian Foundation	Ellie Johns-Kelley
Report of the Bluestone Committee	Sarah Specht
“Good News from the Pews”	
Report of the Vocations Committee	Dawn Adamy
Report of the Stewardship Committee	Jack Dilley
- Financial Reports	Rocky Poole
Report of the Nurture Committee	Sue Hollandsworth
Report of the Committee on Representation	Pam Johnson
Report of the Committee on Ministry	Peter Vial
Installation of New Committee Chairs	Moderator
New Business	
Completion of Feedback Forms	

12:30 Anticipated Time of Adjournment with Charge and Benediction by the Moderator

Printed Report for Information Only: Administration, Mission, and Relations Committees.

2022 Stated Meetings:

February 19, 2022 – Zoom

May 19, 2022 – Beckley Presbyterian Church, Beckley

August 18, 2022 – Enslow Park Presbyterian Church, Huntington

November 12, 2022 – Davis & Elkins College, Elkins

PRESBYTERY OF WEST VIRGINIA

CONSENT AGENDA

November 13, 2021

RECOMMENDATIONS:

From the Stated Clerk

1. That the requests for Excused Absences be approved.

From the Mission Committee

1. The offering for the November 13, 2021 meeting go to Presbyterian Disaster Assistance (PDA) to aid in their ongoing work in response to the numerous disasters in 2021.

From the Vocations Committee

1. That the presbytery authorize the following newly-trained ruling elders to preside at the sacrament of the Lord's Supper in their congregations of membership for 2022:
 - John Feuchtenberger – First, Bluefield
 - Jessica Johnson – Bridgeport
 - Ellen Light – First, Bluefield
 - Penny Ranson – Bridgeport
2. That the presbytery re-authorize the following ruling elders to preside at the sacrament of the Lord's Supper in their congregations of membership for 2022:
 - James (Chris) Alfred – First, Parkersburg
 - Kelly Beckett – First, Parkersburg
 - Al Combs – Beckley
 - Betty Caldwell – First, Dunbar
 - Sue Cunningham – First, Dunbar
 - Kimberly Danielson – St. Marys
 - Charley Dodson – First, Bluefield
 - Susan Hardesty – First, Kingwood
 - John Kovach – First, Logan
 - Terry Lively – Point Pleasant
 - Carl Matheny – Point Pleasant
 - Elaine Matheny – Point Pleasant
 - Forrest Palmer – First, Dunbar
 - Susan Perry – First, Logan
 - Rene Poe – Belington
 - Ken Schmidt – Rock Lake
 - Debbie Schultz – South Park
 - Melinda Testerman – First, Bluefield
 - Robert (Bobby) Tucker – Edgewood

- Anna Winans – Bridgeport
 - Tonya Woods – Edgewood
3. That the presbytery approve and adopt the revised Policy on Authorized Lay Preachers (ALPs) Serving Churches in the Presbytery of West Virginia. The policy follows the Vocations Committee report.

PRESBYTERY OF WEST VIRGINIA

OFFICE OF THE STATED CLERK

November 13, 2021

Correspondence (received 8/1/21 through 10/29/21)

1. 8/16/2021: The minutes of the Administrative Commission to install Se Hwan Isaiah Kim as pastor of the First Presbyterian Church, Hinton.
ACTION: Referred to be included in the minutes of this Presbytery Meeting.
2. 8/23/2021: The minutes of the Administrative Commission to install Sharon Suzanne Bell as pastor of the Highlawn Presbyterian Church, Huntington.
ACTION: Referred to be included in the minutes of this Presbytery Meeting.
3. 9/13/2021: The minutes of the Administrative Commission to install Parrish L. Bridges as pastor of the First Presbyterian Church, Huntington.
ACTION: Referred to be included in the minutes of this Presbytery Meeting.
4. 9/13/2021: The minutes of the Administrative Commission to install Annie Elizabeth McMillan as pastor of the First Presbyterian Church, Parkersburg.
ACTION: Referred to be included in the minutes of this Presbytery Meeting.

RECOMMENDATION:

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

INFORMATION:

1. At the request of First Presbyterian Church, Dunbar, granted a letter of transfer of membership for Curtis Lanham from the dissolved church, McKinnon Presbyterian Church, May 16, 2019.
2. The review of 2020 session records is complete. The following churches completed the record review process: Bates Memorial, Belle, Beckley, Belington, Beverly, Bramwell, Bridgeport, Centerville, Church of the Covenant (Grafton), Clifton, Community, Davis Memorial (Elkins), Edgewood, Elk Hills, Enslow Park, Falls View, First Bluefield, First Dunbar, First Hinton, First Kenova, First Kingwood, First Logan, First Morgantown, First Parkersburg, First St. Albans, First Thomas, First Williamson, Frankford, Glenville, Highlawn (St. Albans), Kanawha United, Milton, Oak Grove, Point Pleasant, Riverlawn, Rock Forge, Ronceverte, Second Huntington, Smithers, South Park, Spencer, Spring Creek, Summersville, Teays Valley, Trinity, Upper Glade, Village Chapel, Waverly-Bethel, and Winfield.
3. The Roll and Register of the Presbytery of West Virginia follows this report. Please contact the Stated Clerk if your information is not correct.
4. Clerks of Session may begin entering their 2021 Statistical Report on December 3, 2021.

Rolls and Registers of Presbytery

The 2019-2021 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, the General Presbyter, and Leadership Team members. Please contact the Stated Clerk with corrections or updates.

Presbytery Rolls as of November 1, 2021

Officers

Moderator: Nancy W. Kissinger; **General Presbyter:** Edward J. Thompson; **Stated Clerk:** Maureen H. Wright; **Recording Clerk:** John F. Koerner; **Financial Administrator/Treasurer:** Rockland Poole.

Leadership Team

Pamilla Ferrell, W. Randolph Fife, Derek Hudson, Parry Johnson, Nancy W. Kissinger, Zachary M. Morton, Robin Ray, Andrew Kent Rice, Cyndi C. Taylor, Tina M. Vial, Todd R. Wright.

Ministers of the Word and Sacrament

Engaged in Validated Ministry:

Dawn Marie Adamy, Christopher M. Bailey, Stephen H. Baldwin, Sharon Suzanne Bell, Robin Blakeman, Mark Allen Boyd, Agnes L. Brady, Parrish Lance Bridges, Claire Lamonte Butler, Susan Sharp Campbell, Elizabeth Campbell-Maleke, Guy Richard Cardot, Garland Dale Carey, Samantha Lowry Coggins, Nancy Didway, E. Denison Dodson, Sharon Gearing, Emily Kathleen, Harden, Cinda Harkless, Julie Norris Hitsman, John S. Holland, Kyle W. Key, Noha Tamen Khoury-Bailey, Christopher M. Kilbert, Se Hwan Isaiah Kim, Charla Waters Koerner, John F. Koerner, David A. Lee, W. Patterson Lyles, Annie Elizabeth McMillan, Monte Dean Mitchell, James E. Morley, Zachary M. Morton, Amy Wallace Parker, P. Douglas Pendleton Jr., Robin L. Ray, Andrew K. Rice, Joan S. Stewart, Dana W. Sutton, Jean C. Sutton, Edward J. Thompson, Peter A. Vial, Laura Brekke Wagoner, William Evan Walker, Kathryn A. Willoughby Weed, Todd R. Wright.

Members At-Large:

Leslie S. Clay, Thomas Joseph Marchio, C. Gregory Stone, Lucy K. Youngblood.

Honorably Retired:

Barbara A. Accord*, Ralph Judson Alford II*, Robert K. Bondurant*, David H. Bower*, Bonnie Boyce*, Ronald W. Buckalew*, Kenneth B. Calebaugh*, R. Leon Carroll Jr.*, Robert Alan Carter*, Walter A. Case*, Thomas F. Clark*, Stephen Carter Cort*, David S. Deaderick*, Robert W. Debnam*, Charles B. Dreyer*, Robert H. Glaser*, Paul E. Goehner*, Leonard E. Graham*, Benny E. Gurley*, Kristine Haig*, Cameron R. Harkness*, P. Douglas Heidt*, Virginia Kay Hollis*, R. Lanphier Howe*, Douglas Jenkins*, Janet Jenkins*, Forest R. Johnson*, Thomas M.

Johnston Jr.*, David P. Krum*, Richard C. Lamb*, James O. Leitch*, William G. McCoy*, Gary S. McGrew*, Richard W. McGuire*, Douglas A. Minnerly*, Richard S. Mobayed*, Robert G. Newman*, Christopher Perkins*, Boyd C. Purcell*, David P. Richards*, John A. Riley*, Charles L. Ringe*, M. Bruce Robertson*, James E. Robinson*, Michael R. Seely*, Frank L. Seibel*, David K. Shaffer*, Donna Lee Shogren*, Richard J. Snyder*, John W. Sonnenday*, Donald L. Spencer*, Charles M. Spring*, Bruce G. Stevens*, J. Dexter Taylor*, Gary C. Walker*, James A. Walther Jr.*, Richard B. Wilson*, Sara G. Woodard*.

Under Censure:

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

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

David Bush* (Coastal Carolina Presbytery), Bruce Macbeth* (Shenandoah Presbytery).

Registers of Presbytery as of November 1, 2021

Certified Christian Educators

Certified Christian Educators: Susan Sharp Campbell, Barbara Chalfant, Susan C. Eason+, Kay Lamb*, Marcia Leitch*, Dana Marzolf*, Barbara Palmer*, Forrest Palmer*, Kari Preslar, Karen B. Robinson*, Cyndi C. Taylor*, Maureen Wright.

Certified Associate Christian Educators: Martha O'Dell+.

Commissioned Pastors

John Arbuckle, Jeff Barton, John Bolt, William Brown, Nancy Bulla, Preston Collier, William Dunfee, Roger Eskins, Tom Hastie, Terry Layton, Nancy Martin, Jay Nunley, Kari Preslar, Emmet Rogers, Cherrie Sizemore, John Yeager.

*All retired persons are noted with an asterick.

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

Recommendation for Special Procedural Matters Regarding Electronic Meetings & Suspension of Any Manual Rules That Interfere with Them

The Stated Clerk recommends:

That the November 13, 2021 stated meeting of the Presbytery of West Virginia (PWV) be conducted by gathering electronically through the online platform of ZOOM with participants ordinarily using devices with both audio and video.

That, for the purpose of meeting electronically by ZOOM, these will be the special procedural matters, and any manual rules that interfere with them be suspended:

1. Participants in the PWV ZOOM Stated Meeting will be minister of the Word and Sacrament members (M), Ruling Elder Commissioners (RE), Commissioned Pastors (CP), Ruling Elders serving on the Leadership Team (LT), Presbytery Committee Members (PCM), Corresponding Members (CM), and any visitors present (V).
2. Only registered participants will be enrolled and permitted into the ZOOM meeting.
3. All registrants are strongly encouraged to participate in one of the live orientation sessions prior to the PWV ZOOM Stated Meeting.
4. All participants will be required to pre-register no later than three days before the meeting.
5. Participant access to the PWV ZOOM Stated Meeting will begin at 9 AM, thirty minutes prior to the start of the meeting. If a participant has been “in” the meeting and gets disconnected, every effort will be made to readmit them into the meeting.
6. The PWV Stated Clerk and Temporary Clerks shall establish the presence of a quorum, upon reviewing the participants’ list in ZOOM, then informing the Moderator, who will then make a declaration of a quorum present.
7. Participants may seek recognition by the Moderator using the chat feature or by using the electronic raised hand feature. The Stated Clerk and the Temporary Clerks will monitor these features. The Stated Clerk will advise the Moderator of participants seeking recognition.
8. New business must be submitted to the Stated Clerk via email prior to the start of the General Presbyter Report.
9. While every effort will be made to provide stable access to ZOOM, each participant is responsible for their audio and internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a participant’s individual connection prevented participation in the meeting.

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.

Motion Basics

STEPS OF THE MOTION

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

SEVEN USEFUL MOTIONS

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

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

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

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

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE GENERAL PRESBYTER

November 13, 2021

At the end of this report, you'll find a list of what I have been up to during this last quarter (August-October). It's been a good three months. In August, we had our first in-person presbytery meeting since February 2020, and in October, I had my first in-person continuing education opportunity in almost two years. Nevertheless, the majority of the meetings happened over Zoom. While it's easy to complain about virtual/electronic meetings – and I sometimes allow myself to do that – without those platforms, we would not be able to accomplish as much as we have, and we would feel far more disconnected.

I want to highlight several things.

1. We have a new round of Commissioned Pastor training starting in January. I am convinced that's the future of the church. As our congregations lose members and as the cost of a full-time seminary trained pastor climbs, fewer and fewer congregations are going to be able to afford those costs. Some churches will be able to share a pastor with a nearby congregation or with several nearby churches. That can and does work. However, that's not always possible, and sometimes, the history of a bad experience doing that in the past lingers on so that's not really a viable option for some churches.

I would also say that we have some excellent Commissioned Pastors. We have been able to provide excellent training for our Commissioned Pastors. And we haven't been resting on our laurels; we've been tweaking that program to make it more accessible and more helpful.

If your church has fewer than 50 members, I encourage you to look at your membership and see who among you has gifts for ministry. Encourage the people who have such gifts to take this training. Better yet, offer to pay for it. If they're not sure or they don't think this is what God is calling them to do, encourage them to sign up for at least the first year. They will learn from the courses they take. It will deepen their faith, and it will help them to be a better ruling elder. That alone is worth it. If they don't feel called to continue, there's no harm. They may well discover, though, that God needs them, wants them, and is, in fact, calling them to serve as a Commissioned Pastor.

2. The New Life Congregational Grant program has plenty of money to give away. The funds come from the sale of churches that have closed. We have set aside 80 percent of those funds to support the work of our churches. There are two tiers of grants: one gives out \$2,000 grants and the other gives out \$10,000 grants. This money is not meant to pay for ongoing maintenance needs; it's meant for mission and to support new opportunities and programs. Most of the grants we have given out thus far have been used to help churches upgrade their technology so they can provide better quality online worship services, but it's not limited to that.

We want to support the ministry of your church. We want to give this money away. There's a link on the homepage of the presbytery website to more information and the application form, which are here: <https://wvpresbytery.org/new-life-congregational-grants>. (Yes,

there's an application form, but it's not very long or very difficult.) If you have questions, please ask. You can email me or email the office, and we'll get you an answer. The next deadline for grants is January 1. If it's an emergency of some kind and you need the money before that, let us know. The grant committee can have called meetings. We don't want to reimburse you for money that you've already spent, though, so contact us if timing is an issue. We want to help, and we want to see that money support the ongoing work of our churches.

3. If your church hasn't already signed on to the Matthew 25 Initiative, I encourage you to consider taking that step. It calls us to focus our ministry on three areas: encouraging congregational vitality, dismantling structural racism, and eradicating systemic poverty. I suspect your church is already doing this – at least to a certain extent. Making a commitment to be a Matthew 25 church can focus, or perhaps refocus, your energy and connect you to resources and to other congregations who have already made this commitment.

Don't sign up simply out of loyalty to the denomination or to say that you're involved in the latest fad in the life of the church. Do it because you see the Holy Spirit at work in these efforts and because doing so will help you to be more faithful to Jesus Christ. It will not be easy, but you will be blessed and the world around you will be blessed by your efforts in these areas.

4. At the August presbytery meeting, the Leadership Team reported on the work of the Financial Sustainability Task Force. We are still working out the details on the recommendations they made. There's nothing to vote on yet.

At this point, we're not going to be voting on anything until at least the May 2022 Presbytery meeting. Leadership Team decided it was prudent to make this meeting (November 2021) a virtual meeting because of concerns about the continuing pandemic, and the February 2022 Presbytery meeting was already scheduled to be a virtual meeting. We felt that we would have better discussion and make better decisions if we waited to vote on any proposal until we were meeting in person, which means the May 2022 meeting at the earliest. We are working on it, but we may not have everything figured out by then.

If you have some concerns, if you have some questions, if you want to provide input to the Leadership Team about the sale of the office, the closing of the resource center, and/or the future of Bluestone, we will be having a Zoom meeting on Tuesday, November 16 at 7 p.m. If you can't make that meeting or if you prefer to put something in writing, please send your comments, questions, and concerns to the presbytery office. Or contact me; I'm glad to talk with you about this.

We're not the presbytery we used to be. We have fewer churches and fewer members, which translates into less per capita, less mission giving, and a greater reliance on – as well as a greater use of – our reserve funds, a significant portion of which are designated for particular purposes.

We can still be a good presbytery by supporting our pastors and supporting our churches. We can still maintain our values of ministry, mission, and relationships. How we do that is going to have to change, though, and it should change. We don't live in the 1980s, 1990s, 2000s, or even the 2010s anymore. It's a different world. God is still sovereign. Jesus Christ is still the

Savior of the world. The Holy Spirit is still at work. There is still value in our theology, our polity, and our worship. We are figuring this out together.

Here is the list of my activities for the quarter. (A “z” by an activity indicates that it was done online, typically on Zoom.)

Worship with Churches

* Preach, **Serve Communion

- Bream Memorial Presbyterian Church 9/5
- Comfort Presbyterian Church 8/29*
- Community Presbyterian Church, Arthurdale 10/31* (moderate congregational meeting)
- First Presbyterian Church, Bluefield 10/24*
- First Presbyterian Church, Hinton 8/15*
- First Presbyterian Church, Huntington 9/12* (Installation of Parrish Bridges)
- First Presbyterian Church, Ripley 9/19*
- First Presbyterian Church, South Charleston 10/3*, **
- Glenville Presbyterian Church 10/17*,** (moderate congregational meeting)
- Kanawha United Presbyterian Church 8/8
- March Fork Presbyterian Church 8/29*
- Rock Lake Presbyterian Church 8/22, 9/26, 10/3*,**
- Union Presbyterian Church 10/10*

Committee Meetings

Administration Committee	8/16, 9/2z, 9/13z, 9/20z
Bluestone Committee	8/9z, 9/13z, 10/11z
Committee on Ministry	8/11z, 8/24z, 9/15z, 9/16z, 9/28z, 10/13z
Committee on Representation	9/10z, 10/11z
Leadership Team	10/13z

Staff Meetings 8/29-8/31 (staff retreat at Bluestone), 9/22 (staff picnic), 10/12

Presbytery Meetings 8/19

Visit with Pastors 9 visits with 9 pastors – 7 in-person, 2 on Zoom

Others

Coaching Call with Bruce Stevens	8/26, 10/18
Pastoral Leaders Check-in	8/11z, 8/25z, 9/8z, 9/22z, 10/27z
Association of Mid-Council Leaders	8/11z, 8/25z, 9/8z, 9/22z
Kanawha Pastoral Counseling Center Board Meeting	8/17, 10/19

Synod Governing Commission	9/15z
Synod Executive Forum	9/29-9/30
Religious Life Committee, Davis & Elkins Trustees	9/6z
West Virginia Council of Churches Board of Directors	9/21z
Davis & Elkins Board of Trustees	9/23z
Meet with Andy Rice & Maureen Wright to prepare for Leadership Team	10/12z
Train PNC at Glenville Presbyterian Church	9/1
Mission Committee Lunch Speaker	10/28z
Conversation about Coaching within PWV	10/14z
Midyear Check-in: Sarah Specht	8/10
Planning for Presbytery Meeting with Nancy Kissinger and Maureen Wright	8/10z
Meeting with leaders of Donegal Presbytery to discuss their coaching program	8/11z
Midyear Check-in: Mark Miller	8/12
Meet with Andy Ceperly to discuss request to National Church Residences (NCR)	8/13
Preach & give charge to pastor at installation of Isaiah Kim at First Presbyterian Church, Hinton	8/15
Meet with Agnes Brady & Maureen Wright	8/16
Dinner/Picnic with Cindy Kohlmann and other guests	8/18
Installation of Sharon Bell at Highlawn Presbyterian Church, Huntington	8/22
Meet with PNC at Point Pleasant Presbyterian Church	8/24, 10/12
Meet with Andy Rice & Zac Morton to discuss Bluestone Working Group	8/25z
Webinar – Reimagine Appalachia – Faith in Action	8/26
Meet with Maggie Rust & Maureen Wright	9/1
Book Study: <u>Quietly Courageous</u>	9/7z, 9/14z, 9/21z, 9/28z, 10/12z, 10/19z, 10/26z
WV Council of Churches meeting with Senator Manchin	9/8z
Installation of Parrish Bridges at First Presbyterian Church, Huntington	9/12
Installation of Annie McMillan at First Presbyterian Church, Parkersburg	9/12
Visit Whittico Memorial Presbyterian Church w/Maureen Wright	9/14
Small Church Conference: Worship, Keynote, 2 workshops	9/18z
New Pastor's Orientation	9/27z
Meet with Session of Fleming Memorial Presbyterian Church	9/30
Webinar explaining Intercultural Diversity Index	10/1z
Bluestone Inc. Board of Directors	10/2
Association of Mid Council Leaders Fall Event	10/4-10/7
West Virginia Council of Churches Annual Assembly	10/11z
Polity, Benefits, and Mission Conference	10/14-10/15z
Funeral Service for Bob Hutton	10/15
Train APNC at First Presbyterian Church, Huntington	10/17
Moderate Session Meeting First Presbyterian Church, Bluefield	10/24
Synod Assembly, Synod of the Trinity	10/24z, 10/25z, 10/26z
Funeral Service for Ethan David Click (Joh Holland's grandson)	10/29

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE LEADERSHIP TEAM

Andy Rice, Leadership Team Chair

August 19, 2021

RECOMMENDATIONS:

1. Nominate Doug Jenkins to serve on the Committee on Representation, class of 2024.
2. Increase the price of Presbytery meeting lunch and refreshments to \$10 per attendee.
3. Make the following changes to the New Life Congregational Grant Committee.
 - a. The Leadership Team will organize the composition of the New Life Congregational Grant Committee into three-year classes made up from members of the following designated committees: Leadership Team, Mission, Trustees, Ministry, and Stewardship. Those members shall be appointed by their respective committee chairs. The Leadership Team chair will appoint a convener from among those members or may name a convener from outside that group when necessary. The General Presbyter and the Presbytery Treasurer will serve as ex-officio members of the grant committee. Grant committee members may serve two consecutive terms, as long as that service is concurrent with their membership in one of the designated committees.
 - b. The Leadership Team be given the authority to make changes to the amount of grants up to a maximum of \$25,000.
 - c. The Leadership Team be given the authority to change the frequency of grant awards.

Rationale: As the initial appointed team members have now served approximately 18 months, the Leadership Team (LT) seeks to establish a regular rotation of grant committee members consistent with our customary policies and procedures. The class rotations of current members' designated committees create a natural rotation on this committee, which provides continuity going forward. Allowing the LT to appoint a convener from the Presbytery at large allows for a wider pool of grant expertise if needed.

This fund started with \$511,000. It currently has over \$400,000, with just over \$145,000 awarded to date. With the rate of applications received over the past 18 months, it is the consensus of the LT and the grant committee that the fund can support, for example, awards in larger chunks than \$10,000, and perhaps support a multi-year award with appropriate evaluation along the way. Congregations may be able to make better use of the funds if the awards were configured differently, and while there are no current plans/requests to modify the guidelines, it would be helpful if the LT were empowered to do that without requiring an action by the Presbytery.

INFORMATION:

1. The Leadership Team (LT) decided to move the November meeting of Presbytery to an online format given the increased risk from Covid-19.
2. The LT reviewed the feedback forms from the August Presbytery meeting.
3. The LT reviewed and approved the docket for the November Presbytery meeting.
4. The LT considered the increased costs incurred by churches to provide lunch and refreshments for the meetings of the Presbytery. Many churches have expressed difficulties in providing these services for the current cost of \$8.00. An increase of \$2.00 was suggested and approved to go before the Presbytery.
5. The LT discussed the education focus plans and potential themes for the 2022 meetings of the Presbytery.
6. The LT received a report from the New Life Congregational Grant Committee and developed the recommendations included in this report to deal with the ongoing needs of that committee.
7. The LT discussed the ongoing work by various committees and groups to address the report of the Financial Sustainability Task Force. The Administration Committee reported that it is investigating and working on those parts of the report that pertain to staffing and office space.

A working group has been established with members of the Bluestone Committee and other entities to address that section of the Task Force report. Members of the Bluestone Working Group are Jennifer Crowe, Parry Johnson, Amy Kesterson, Zac Morton, and Evan Walker.

Other members of the Leadership Team, representing various committees, also discussed how their committees had received the report. The Leadership Team also discussed other feedback received on the report from members of the Presbytery.

8. The LT designated two members to conduct the annual review of the General Presbyter in conjunction with the Administration Committee as required by the Presbytery Manual.
9. The LT reviewed the reports received from the committees of the Presbytery and spent time in prayer for all the concerns, joys, and hopes that were expressed in the reports.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE BLUESTONE COMMITTEE

Zac Morton, Committee Chair

November 13, 2021

INFORMATION:

1. In review of the summer camp season, the 2022 Bluestone camp season will include a modified schedule (in order to give staff a full day break in between camp weeks) and continue the family camp option, with dedicated family camp staff/leaders.
2. The dates of summer camp for 2022 will begin June 14 and offer four weeks of camp:
 - June 14 – 19
 - June 21 – 26
 - June 28 – July 3
 - July 5 – 10
3. This year has seen important additions to begin moving the camp toward expanding its clientele and relationships locally. The camp has added five rentable RV spaces with electric, water hookups, and an 18-hole disc golf course.
4. This year has been financially sustainable and even allowed for some delayed repair and maintenance work to receive attention.
5. The Fall Retreat was well attended, and a note of thanks to Barbara Chalfant for leading the weekend!

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE VOCATIONS COMMITTEE

Dawn Adamy, Committee Chair

November 13, 2021

RECOMMENDATIONS:

1. (CA) That the presbytery authorize the following newly-trained ruling elders to preside at the sacrament of the Lord's Supper in their congregations of membership for 2022:
 - John Feuchtenberger – First, Bluefield
 - Jessica Johnson – Bridgeport
 - Ellen Light – First, Bluefield
 - Penny Ranson – Bridgeport
2. (CA) That the presbytery re-authorize the following ruling elders to preside at the sacrament of the Lord's Supper in their congregations of membership for 2022:
 - James (Chris) Alfred – First, Parkersburg
 - Kelly Beckett – First, Parkersburg
 - Al Combs – Beckley
 - Betty Caldwell – First, Dunbar
 - Sue Cunningham – First, Dunbar
 - Kimberly Danielson – St. Marys
 - Charley Dodson – First, Bluefield
 - Susan Hardesty – First, Kingwood
 - John Kovach – First, Logan
 - Terry Lively – Point Pleasant
 - Carl Matheny – Point Pleasant
 - Elaine Matheny – Point Pleasant
 - Forrest Palmer – First, Dunbar
 - Susan Perry – First, Logan
 - Rene Poe – Belington
 - Ken Schmidt – Rock Lake
 - Debbie Schultz – South Park
 - Melinda Testerman – First, Bluefield
 - Robert (Bobby) Tucker – Edgewood
 - Anna Winans – Bridgeport
 - Tonya Woods – Edgewood

3. (CA) Recommend that the presbytery approve and adopt the revised Policy on Authorized Lay Preachers (ALPs) Serving Churches in the Presbytery of West Virginia. The policy follows this report.

INFORMATION:

1. The committee, acting as a commission, held Lauren Davis' annual consultation and approved Lauren's move to candidacy.
2. Through regular check-ins with inquirers and candidates via their liaisons, the committee offers continuing support to those preparing for ministry under care of our presbytery.
3. The committee has reviewed and completed updates of the ALP Program; Continuing Education Expectations for ALPs; ALP Mentor Guidelines; and the Process for Commissioned Pastors (CPs) trained before 2009, as well as those from other presbyteries or denominations. These documents follow this report.
4. The committee continues to review and update its Processes and Procedures document for inquirers and candidates under care of PWV.
5. The committee has received and reviewed annual reports submitted by Authorized Lay Preachers in our presbytery.

Policy on Authorized Lay Preachers (ALPs)
Serving Churches in the Presbytery of West Virginia

Purpose: to articulate the policy and rationale for where and under what circumstances ALPs serve churches in the Presbytery.

Policy: Authorized Lay Preachers are those who have received Presbytery preparation to serve as occasional pulpit supply preachers. They have completed either the Authorized Lay Preacher or the Commissioned Ruling Elder preparation program but are not currently commissioned to serve a particular church. ALPs may preach on an occasional basis in churches within the Presbytery when invited by the Session. ALPs are expected to be active in the life of their church of membership and permitted to preach in their church of membership. An ALP may not supply any congregation more than two (2) Sundays a month without special permission from the Committee on Ministry.

Rationale: The role and responsibility of the ALP is only to preside over the worship service on an occasional basis. The ALP assumes no congregational leadership responsibility and has no authority beyond the worship service.

Exceptions: Exceptions to the above Policy may be considered on a case by case basis. Both the church and the prospective ALP must make application to the Committee on Ministry for an exception. The Ministry Committee may confer with the Vocations Committee and others in making its decision. The decision by the Ministry Committee should be made in a timely fashion. The decision may be appealed to the Presbytery.

October 18, 2021

CONTINUING EDUCATION EXPECTATIONS FOR AUTHORIZED LAY PREACHERS

PRESBYTERY OF WEST VIRGINIA

Ocotber 18, 2021

The PC(USA)'s commitment to continuing education is rooted in the belief in a well-educated leadership, and that the challenges of ministry require continual personal and professional growth. It is understood that an ALP and presbytery should work toward the continual growth of the ALP for the mutual benefit of all.

Where there are particular situations that limit an ALP's ability to participate in traditional continuing education opportunities, be they familial, financial, geographical, or vocational, every effort should be made to find alternatives. Online courses and webinars are available for those unable to travel to events.

When attending events that offer multiple learning opportunities, such as workshops, the ALP should be encouraged to balance professionally applicable topics with personally enriching ones.

ALPs who complete no continuing education within the course of a year will need to provide an explanation to the Vocations Committee in their annual report. If no effort is made for continuing education over an extended number of years, the ALP may expect that to be a significant issue in the renewal of his or her authorization.

RECOMMENDED TYPES OF CONTINUING EDUCATION

1. Formal workshops, seminars, conferences, and other events sponsored by
 - a) accredited bodies of higher learning (reformed)
 - b) governing bodies of the church, and
 - c) other recognized and approved institutions (hospitals, professional associations, etc.).
2. Courses of study leading to further professional degrees in the area of ministry or theology (M. Div., M.A., Ph.D., etc.).
3. Travel that is specifically study oriented. (While travel can be enlightening, educational and culturally satisfying, a travel event that is equivalent of a vacation for a layperson is not an appropriate form of Continuing Education. Travel that is part of one's ministry or which clearly enhances one's work – such as travel to the Holy Land -- is acceptable.)
4. Time at a spiritual retreat center or time in solo retreat under the guidance of a spiritual director.
5. A disciplined, systematic, self-directed reading program developed in conjunction with the session and mentor, and approved by the ALP/CLP Coordinating Team or Ministry Committee.

The ALP should seek the advice of his/her mentor when selecting events or materials from non-Presbyterian or reformed sources.

EXPECTED OUTCOMES

The goal of continuing education is to equip the individual to serve more effectively. ALPs are encouraged to discover ways in which new knowledge gained through continuing education might be put to use in their preaching ministry and the life of the church.

Some examples of the ways continuing education might benefit the church include:

1. Improvement of sermon writing and delivery, and worship preparation and leadership.
2. Increased spiritual maturity and commitment to Christ so as to better follow God's call.
3. Increased understanding of the Scriptures, Christian history and practice, theology, etc. so as to be a better informed preacher.

ACCOUNTABILITY

The Vocations Committee will annually review the ALP's continuing education. The following questions may be helpful to the ALP and the ALP's mentor, as a means to identify priorities.

1. What continuing education experiences were completed within the past year?
2. How did these experiences relate to the educational needs of the ALP?
3. What study/continuing education options are being considered for the coming year, and for what purpose?
4. What education needs does the ALP recognize in his or her own life and ministry?
5. What recommendations, if any, might the mentor have by way of encouragement for future continuing education focus?

Mentoring Program for Authorized Lay Preachers

The Presbytery of West Virginia

An Authorized Lay Preacher (ALP) in the Presbytery of WV has been trained and authorized by the Presbytery to provide occasional pulpit supply. To provide for the ongoing training, oversight, nurture and continuing education of ALPs, the Presbytery calls for each active ALP to participate in a mentoring program. To that end, the Vocations Committee will appoint a Minister of Word and Sacrament as a mentor and will give guidance on the nature and activities of that relationship.

Mentors

An ALP mentor will be a Minister of Word and Sacrament who is an active member of the Presbytery or has permission to labor within the bounds of the Presbytery. Ordinarily, an ALP's pastor is not also the ALP's mentor.

A minister will be invited and appointed by the Vocations Committee to serve as mentor. ALPs will be asked to provide a short list of candidates for the role.

Mentor Responsibilities

The mentor's purpose is to be a resource that enhances the ALP's abilities to serve. An ALP's job is to lead worship; the mentor assists the ALP by providing information, insight or guidance on any topic that has to do with designing and conducting a worship experience. The mentor does not supervise nor is in any way responsible for the work performance of the ALP.

By agreeing to be a mentor, the mentor agrees to meet at least quarterly with the ALP for a certain period of time. In most cases, that initial time period is one year. The ALP and mentor may choose to meet on a more frequent basis if convenient. The ALP, mentor and Presbytery will review the relationship at the end of each term to consider reappointment.

Responsibility for scheduling contact with the mentor lies with the ALP. Further, the ALP should assure that the frequency of contacts with the mentor meets or exceeds the Presbytery requirements. The nature and topic of each meeting is for the ALP and mentor to determine between themselves.

Purpose of Mentor Program

Ultimately, the purpose of the mentor program is to enhance the ALP's ability to lead worship. Any discussion or activity toward this end is appropriate for the ALP and mentor. Some activities or discussion topics may include:

- Prayer
- Sermon and worship preparation
- Listening/studying/discussing sermons by outstanding preachers
- Evaluation and feedback on ALP's sermons (written or taped) and/or review of congregation sermon evaluations if available
- Interpretation and use of Scripture
- Various aspects of a worship experience: music, order of worship, prayer, liturgical seasons, offerings, etc.
- ALP's own personal growth, spiritual life
- Suggestions for further study and continuing education opportunities

Cohorts Option

On occasion, a Minister of Word and Sacrament may be asked to mentor up to four ALPs in a Cohort group. With such a group, the mentor will be asked to schedule the first meeting of the group, and then the group will agree upon dates to meet on a quarterly basis. The same purpose as above applies.

Resources

The Vocations Committee and Presbytery staff can help identify resources that inform the role of the mentor.

Reporting

The ALP is responsible for reporting to the Vocations Committee annually that the mentor and ALP met as required. In addition, the mentor will be asked annually to indicate a willingness to continue this relationship.

If the mentor has questions or wishes to report a concern in the ALP/mentor relationship, those issues should be addressed to the Vocations Committee.

Process for Becoming a Commissioned Pastor for

- ✚ Those who went through PWV's Preparation Program prior to 2009
- ✚ Those who have served in that capacity in another Presbytery
- ✚ Those who have received similar training in another denomination

- Anyone who has successfully completed a Commissioned Lay Pastor or Commissioned Ruling Elder or Commissioned Pastor training/training program in this Presbytery is ready to be examined to be called to be a Commissioned Pastor.
- Anyone in this Presbytery who successfully completed the Commissioned Lay Preacher training or Authorized Lay Preacher training, but did not complete a Commissioned Lay Pastor or Commissioned Ruling Elder preparation program is encouraged to take Presby Prep courses in church history, and stewardship and mission, and is required to take four Level 2 courses (Ethics, Appalachian Ministry and Small Church Ministry, and Sacraments) and all of the Level 3 courses, either in person as provided by the presbytery or through Union Presbyterian Seminary's online Pathways program, plus complete the psychological/career evaluation and meet with the Vocations Committee prior to beginning Level 3.
- Anyone who has not completed this Presbytery's program AND was previously commissioned in another presbytery and served in a church for at least one year, and is seeking to become a Commissioned Pastor in this Presbytery needs to submit a record of previous work and fulfill any missing requirements of this Presbytery's program. A written reference from the commissioning Presbytery's Executive Presbyter and a written reference from the church served will also be required. During the interim of fulfilling missing requirements within the next round of training, the CP may function in a "temporary" status until all requirements are fulfilled.
- Anyone who has successfully completed training in another presbytery but has not been previously commissioned and is seeking to become a Commissioned Pastor in this Presbytery needs to submit a record of previous work and fulfill any missing requirements of this Presbytery's program.
- Anyone who has successfully completed a comparable "lay pastor" training/preparation program in another denomination who seeks to become a Commissioned Pastor in this Presbytery will be asked to provide a comprehensive overview of the training received, a letter of reference from a judicatory official, and a letter of reference from the governing body of any church previously served as a lay pastor. In addition, one must supplement previous training with any missing requirements of this Presbytery's program in the next round of training. If the training in the other denomination is deemed appropriate by the Vocations Committee during the interim of fulfilling missing requirements, one may function as a CP in a "temporary" status until all requirements are fulfilled.

October 18, 2021

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE STEWARDSHIP COMMITTEE

Jack Dilley, Committee Chair

November 13, 2021

INFORMATION:

1. The committee met on November 3 with representatives of Suttle & Stalnaker, Certified Public Accounts, to receive the final report of the audit of the 2020 financial records. No exceptions or issues were noted in their report. Copies of the report are available by contacting Rockland Poole at the Presbytery office.

PRESBYTERY of WEST VIRGINIA

Budget vs. Actual

YTD September 2021

COMPOSITE BY COMMITTEE

Committee	YTD 09/30/21	Budget	%	Restricted Fund Support
ADMINISTRATION	487,003.28	692,000	70.4%	219,300
BLUESTONE	0.00	5,500	0.0%	4,500
LEADERSHIP	12,007.32	10,500	114.4%	5,000
MINISTRY	848.10	16,500	5.1%	6,500
MISSIONS	28,508.13	53,500	53.3%	35,000
NURTURE	4,200.17	18,270	23.0%	9,100
PJC	0.00	200	0.0%	
PRESBYTERIAN WOMEN	0.00	0	0.0%	
RELATIONS	1,000.00	2,250	44.4%	2,000
REPRESENTATION	0.00	200	0.0%	
STEWARDSHIP	13,015.00	12,250	106.2%	
TRUSTEES	37.37	1,000	3.7%	
VOCATIONS	3,450.24	15,400	22.4%	9,500
TOTAL	\$ 550,069.61	827,570	66.5%	\$ 290,900
SHARED MISSION (net)	182,542.32	330,000	55.3%	
PER CAPITA (net)	83,898.25	132,231	63.4%	
PREV. YR BENEV./PER CAPITA	1,390.11	12,139	11.5%	
OUTSIDE FUNDING	46,300.00	46,300	100.0%	
INTEREST & GIFTS	9,524.01	16,000	59.5%	
RESTRICTED FUND SUPPORT	226,414.92	290,900	77.8%	
TOTAL	\$ 550,069.61	\$ 827,570	66.5%	

PRESBYTERY of WEST VIRGINIA
Budget vs. Actual
YTD September 2021

	YTD 09/30/21	Budget	%	Restricted Fund Support
<u>ADMINISTRATION</u>				
OFFICE EXPENSES				
Postage	492.56			45,500 Mission Dev. Fund
Supplies	3,467.10			12,000 Funds of PWV
Publications & Subscriptions	390.10			
Presbytery Directory	375.50			
Telephone	2,576.39			
Utilities	6,015.03			
Cleaning/Bldg Maintenance	2,815.60			
Equipment	0.00			
Equipment Maintenance	3,857.80			
Staff Expenses	1,876.92			
Insurance - Property	13,278.84			
Bad Debt Expense	0.00			
Web Site Maintenance	310.00			
Internet Service	1,181.61			
Bank service fees	564.40			
Miscellaneous	0.00			
TOTAL OFFICE EXPENSE	37,201.85	57,500	64.7%	
SALARY & PERSONNEL EXPENSE				
All Salaries (including housing & utilities)	279,180.79	372,400	75.0%	160,800 \$79.3K Small Church, \$51K MDF
Pension Expense	26,313.83	36,400	72.3%	\$30.5K Funds of PWV
Medical Insurance Expense	117,585.09	161,250	72.9%	
Payroll Taxes	14,461.48	20,350	71.1%	
Workers' Compensation	771.75	1,500	51.5%	
Continuing Education & Professional Expense	4,949.97	16,100	30.7%	
Travel Expense	5,588.52	25,000	22.4%	
TOTAL SALARY & PERSONNEL EXPENSE	448,851.43	633,000	70.9%	
COMMITTEE EXPENSE				
Consultant Fees	0.00	0	0.0%	
Staff Development	950.00	1,000	95.0%	1,000 Mission Development Fund
Committee Meetings	0.00	500	0.0%	
TOTAL COMMITTEE EXPENSE	950.00	1,500	63.3%	
	\$ 487,003.28	\$ 692,000	70.4%	
<u>BLUESTONE</u>				
CIT Support	0.00	4,500	0.0%	4,500 Rachel McClintic Fund
Committee Meetings	0.00	1,000	0.0%	
	\$ -	\$ 5,500	0.0%	
<u>LEADERSHIP TEAM</u>				
GOVERNING BODY EXPENSE				
Presbytery Meetings	1,953.24	2,000	97.7%	
Moderator Expenses	0.00	1,000	0.0%	
General Assembly	0.00	0	0.0%	0 Mission Development Fund
Denomination Resources	0.00			
Legal Consultation	10,054.08	5,000	201.1%	5,000 Funds of PWV
Leadership Team	0.00	2,500	0.0%	
	\$ 12,007.32	\$ 10,500	114.4%	

PRESBYTERY of WEST VIRGINIA
Budget vs. Actual
YTD September 2021

	YTD 09/30/21	Budget	%	Restricted Fund Support
<u>MINISTRY</u>				
CONGREGATIONAL DEVELOPMENT				
1,001 New Worshipping Comm.	0.00	500	0.0%	500 Small Church Fund
Small Church Conf.	0.00	500	0.0%	500 Small Church Fund
COMMITTEE ON MINISTRY				
CRE Training (Cont. Ed.)	0.00	500	0.0%	500 Small Church Fund
Ministry Training	0.00	500	0.0%	500 PEPS
Kanawha Pastoral Care Center	0.00	1,500	0.0%	
Professional Development	500.00	3,500	14.3%	3,500 Small Church Fund
Church Professional Orientation	0.00	1,000	0.0%	
COM Resources	0.00	500	0.0%	
Congregational Care Travel	38.10	500	7.6%	
Memorials	250.00	500	50.0%	500 Funds of PWV - COM Disc.
Miscellaneous	60.00	500	12.0%	
Emergency Church Assistance	0.00	500	0.0%	500 Small Church Fund
Committee Meetings	0.00	6,000	0.0%	
	\$ 848.10	\$ 16,500	5.1%	
<u>MISSIONS</u>				
INSTITUTIONAL PARTNERSHIPS				
Davis & Elkins College	937.50	1,250	75.0%	
Davis-Stuart	937.50	1,250	75.0%	
Covenant House, Inc	937.50	1,250	75.0%	
Westminster Foundation	937.50	1,250	75.0%	
CEPAD	0.00	1,000	0.0%	
MISSION PARTNERSHIPS				
Kenya Partnership	0.00	1,500	0.0%	1,500 Kenya Partnership
The Shack NH Support	11,250.00	15,000	75.0%	15,000 Mission Dev. Fund
Tyrand Coop. Ministry Support	1,875.00	2,500	75.0%	2,500 Midland Memorial
WVMAW	11,250.00	15,000	75.0%	15,000 Mission Dev. Fund
MISSION GRANTS				
		11,000		
Older Adult Ministry	383.13	1,000	38.3%	
Peacemaker Support	0.00	1,000	0.0%	1,000 Mission Dev. Fund
Committee Meetings	0.00	500	0.0%	
	\$ 28,508.13	\$ 53,500	53.3%	
<u>NURTURE</u>				
CHRISTIAN NURTURE & WORSHIP				
Resource Ctr Acquisitions	930.93	1,800	51.7%	
Resource Ctr. - Supplies/Equip.	149.42	400	37.4%	
Resource Ctr. - Subscriptions	0.00	120	0.0%	
Resource Ctr. - Catalog Program	0.00	800	0.0%	
Video License	251.04	250	100.4%	
Festival of Faith	1,626.92	3,000	54.2%	
Church Educators Support	0.00	300	0.0%	
Educator/Clergy/ALP/CP Retreat	287.20	1,300	22.1%	
Younger Youth Retreat	549.91	1,200	45.8%	1,200 Rachel McClintic Fund
Older Youth Retreat	0.00	2,000	0.0%	2,000 Rachel McClintic Fund
HS Youth Conf. Mission Trip	0.00	0	0.0%	0 Rachel McClintic Fund
Youth Council	299.72	400	74.9%	400 Rachel McClintic Fund
Adult Spiritual Development	0.00	1,000	0.0%	1,000 Mission Dev. Fund
Scholarships	0.00	1,000	0.0%	1,000 PEPS
Presbytery Worship	0.00	300	0.0%	
Miscellaneous	0.00	200	0.0%	
APCE Membership	0.00	200	0.0%	
Leadership Development Program	40.74	3,500	1.2%	3,500 Small Church Fund
Committee Meetings	64.29	500	12.9%	
	\$ 4,200.17	\$ 18,270	23.0%	

PRESBYTERY of WEST VIRGINIA
Budget vs. Actual
YTD September 2021

	YTD 09/30/21	Budget	%
<u>PJC</u>			
Permanent Judicial Commission	0.00	200	0.0%
<u>PRESBYTERIAN WOMEN</u>			
Presbyterian Women Support	0.00	0	0.0%
<u>RELATIONS</u>			
Cluster Support	1,000.00	2,000	50.0%
Relations Committee Expenses	0.00	250	0.0%
	\$ 1,000.00	\$ 2,250	44.4%
<u>REPRESENTATION</u>			
Committee on Representation	0.00	200	0.0%
<u>STEWARDSHIP</u>			
FINANCE & DEVELOPMENT			
Transition Expenses	0.00	0	0.0%
Outside CPA Costs	13,015.00	12,000	108.5%
Committee Meetings	0.00	250	0.0%
	\$ 13,015.00	\$ 12,250	106.2%
<u>TRUSTEES</u>			
Trustees	37.37	1,000	3.7%
<u>VOCATIONS</u>			
PREPARATION FOR MINISTRY			
Care of Candidates	0.00	2,000	0.0%
Career Counseling	611.67	2,400	25.5%
Scholarships	0.00	5,000	0.0%
Conferences	0.00	500	0.0%
ALP/CP Preparation Program	2,752.25	4,500	61.2%
Committee Meetings	86.32	1,000	8.6%
	\$ 3,450.24	\$ 15,400	22.4%
TOTAL	\$ 550,069.61	\$ 827,570	66.5%

Restricted Fund Support

2,000 Small Church Fund

5,000 Bush Fund

4,500 Small Church Fund

REVENUE IN SUPPORT of BUDGET	YTD 09/30/21	Budget
Shared Mission (net of GA & Synod support)	182,542	330,000
Per Capita (net of GA & Synod support)	83,898	132,231
Previous Year Shared Mission & Per Capita	1,390	12,139
Outside Funding (Presby. Housing & PHP)	46,300	46,300
Interest & Gifts	9,524	16,000
Restricted Fund Support	226,415	290,900
TOTAL	\$ 550,069.61	\$ 827,570

Presbytery of West Virginia
Statement of Financial Position
As of September 30, 2021

	<u>09/30/21</u>	<u>09/30/20</u>
ASSETS		
Current Assets		
CHECKING/SAVINGS		
Petty Cash	250.00	250.00
Payroll - WesBanco Bank	89.04	89.53
Cash - United Bank Checking	161,341.10	290,189.80
WV Federal Credit Union	232,878.24	232,413.00
New Life Fund - WesBanco Bank	423,462.36	502,123.94
Total Cash/Checking	818,020.74	1,025,066.27
Wells Fargo - MDF		
Equities -- Index Fund	1,229,386.05	1,005,069.36
Fixed Income	617,378.96	569,052.69
Total Wells Fargo - MDF	1,846,765.01	1,574,122.05
Wells Fargo Money Market		
Wells Fargo MM - PWV	57,112.19	50,401.52
Kay Long Memorial Fund	8,851.07	8,847.03
Molly Gant Scholarship Fund	12,082.01	12,076.50
Kenya Partnership	4,125.43	4,023.19
Presbyterian Hunger Program	32,073.33	26,824.64
Pack Endowment Fund	220,846.64	220,766.49
Total Wells Fargo Money Market	335,090.67	322,939.37
INVESTMENTS		
New Covenant Funds of PWV	358,283.14	304,761.62
New Covenant New Ch. Devel	207,624.96	176,609.29
New Covenant PEPS	4,447.50	3,783.07
New Covenant Slaughter	2,129.64	1,936.95
New Covenant Riner	84,645.41	72,863.28
New Covenant Scholarship	11,724.64	11,396.51
New Covenant Seminary Student	45,098.40	38,361.50
New Covenant Dickinson	68,179.88	57,994.88
New Covenant Bush Fund	265,019.95	229,741.09
New Covenant Midland Mem.	102,573.22	89,406.61
New Covenant Small Church	1,311,833.80	1,177,660.95
T Rowe Price - Rachel McClintic	1,468,003.28	1,237,620.30
Total INVESTMENTS	3,929,563.82	3,402,136.05
TOTAL CHECKING/SAVINGS	6,929,440.24	6,324,263.74
Accounts Receivable	0.00	0.00
Total Accounts Receivable	0.00	0.00

Presbytery of West Virginia
Statement of Financial Position
As of September 30, 2021

	<u>09/30/21</u>	<u>09/30/20</u>
Other Current Assets		
Notes Receivable MDF	41,616.09	44,265.99
Notes Receivable Riner	31,400.00	29,400.00
Notes Receivable R. McClintic	118,028.59	118,828.59
Workers Comp Deposit	247.09	247.09
Total Other Current Assets	<u>191,291.77</u>	<u>192,741.67</u>
Total Current Assets	7,120,732.01	6,517,005.41
Fixed Assets		
Land	58,000.00	58,000.00
Building & Grounds	311,766.00	311,766.00
Furniture & Fixtures	18,024.20	18,024.20
Capital Equipment	30,415.11	30,415.11
Software	10,022.51	10,022.51
Accumulated Depreciation	-313,793.05	-301,793.05
Total Fixed Assets	<u>114,434.77</u>	<u>126,434.77</u>
TOTAL ASSETS	<u><u>7,235,166.78</u></u>	<u><u>6,643,440.18</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Benevolence Receipts Payable	648.13	648.13
Payroll Liabilities	11,066.01	11,172.46
Total Other Current Liabilities	<u>11,714.14</u>	<u>11,820.59</u>
Deferred Revenue	920.00	0.00
Total Liabilities	<u>12,634.14</u>	<u>11,820.59</u>
Equity		
Fund Balance Funds of PWV	1,102,313.61	952,399.67
Fund Balance - MDF	1,763,144.37	1,642,821.68
Fund Balance New Ch. Devel	191,908.75	166,263.50
Fund Balance Hunger Prog	28,154.40	28,007.90
Fund Balance PEPS	4,110.86	3,548.01
Fund Balance Slaughter	2,041.54	1,828.47
Fund Balance Riner	105,975.44	95,351.38

Presbytery of West Virginia
Statement of Financial Position
As of September 30, 2021

	09/30/21	09/30/20
Fund Balance Scholarship	11,211.84	10,725.38
Fund Balance Seminary Student	41,684.69	36,114.29
Fund Balance Dickinson	63,018.95	54,597.47
Fund Balance Bush Fund	244,645.48	216,255.50
Fund Balance Midland Mem.	94,652.03	84,101.22
Fund Balance Small Church	1,159,727.23	1,058,574.44
Fund Balance Kenya Partnership	4,653.33	3,859.50
Fund Balance Rachel McClintic	1,456,688.96	1,288,173.63
Fund Balance Kay Long Memorial	8,847.29	8,744.55
Fund Balance Molly Gant Fund	12,076.85	11,936.61
Fund Balance Pack Endowment	220,793.21	217,327.38
Fund Balance New Life	511,926.34	0.00
Net Income	194,957.47	750,989.01
Total Equity	7,222,532.64	6,631,619.59
TOTAL LIABILITIES & EQUITY	7,235,166.78	6,643,440.18

2021 BENEVOLENCE PLEDGE & PER CAPITA ASSESSMENT					
Church	2021 PLEDGE	2021 Giving at 09/30/21	12/31/19 Mbrship.	2021 Per Capita (\$30.05/mbr)	Per Capita Rec'd at 09/30/21
Alderson			7	210.35	
Alexander Memorial	290	290	7	210.35	210
Anderson Memorial			22	661.10	375
Arthurdale - Community	1,050	1,050	30	901.50	902
Bates Memorial	500	500	92	2,764.60	2,765
Baxter		500	12	360.60	361
Beckley		11,583	216	6,490.80	4,620
Beechwood			53	1,592.65	1,195
Belington	720	480	24	721.20	481
Belle	1,410	1,058	6	180.30	136
Bethlehem			18	540.90	301
Beulah Humble			13	390.65	
Beverly	300	300	20	601.00	601
Big Spring		650	10	300.50	301
Bluefield-First	8,000	6,067	87	2,614.35	2,056
Bradley			18	540.90	540
Bramwell			14	420.70	
Bream Memorial	1,500	1,125	138	4,146.90	3,111
Bridgeport (all PWV)		1,667	110	3,305.50	2,180
Buckhannon-First	2,109	2,109	23	691.15	691
Buffalo			4	120.20	
Canyon Community		500	7	210.35	295
Centerville	4,630	4,630	28	841.40	841
Ch. of the Covenant-Grafton		375	27	811.35	125
Charleston-First (all PWV)		26,250	821	24,671.05	18,504
Church of Our Saviour	1,700	1,700	8	240.40	240
Clarksburg-First	6,000	3,000	163	4,898.15	2,449
Clear Creek			18	540.90	541
Clifton	2,410	1,808	71	2,133.55	1,600
Clothier			9	270.45	270
Colcord-First	0		30	901.50	677
Comfort		550	15	450.75	451
Davis Mem. - Elkins	12,000	9,000	180	5,409.00	4,057
Davis Mem. - Gassaway	915	915	16	480.80	683
Dunbar-First	1,500	1,000	71	2,133.55	1,422
DuPont City			10	300.50	
Edgewood	3,200	2,400	60	1,803.00	1,352
Eleanor			21	631.05	
Elk Hills	3,000	2,250	54	1,622.70	1,217
Enslow Park			100	3,005.00	2,700
Fairmont-First	5,095	3,233	153	4,597.65	3,060
Falls View	1,855	1,391	9	270.45	199
Fayetteville		4,592	90	2,704.50	1,575
Fleming Memorial	2,950	1,475	35	1,051.75	526
Frankford	2,550	1,913	22	661.10	496
Gilbert			49	1,472.45	1,472
Glenville	4,305		18	540.90	
Grace Covenant		1,643	15	450.75	270

2021 BENEVOLENCE PLEDGE & PER CAPITA ASSESSMENT					
Church	2021 PLEDGE	2021 Giving at 09/30/21	12/31/19 Mbrship.	2021 Per Capita (\$30.05/mbr)	Per Capita Rec'd at 09/30/21
Harman		59	28	841.40	841
Highlawn Huntington	15,000	10,000	138	4,146.90	2,765
Highlawn St. Albans	4,000	3,010	54	1,622.70	1,218
Hinton-First	2,100	1,050	25	751.25	376
Hughes River - Cairo		2,000	14	420.70	421
Huntington-First			262	7,873.10	
Huntington Second	0		26	781.30	1,471
Kanawha United	13,545	6,773	154	4,627.70	4,628
Kenova-First			27	811.35	203
Kesler Memorial			27	811.35	
Kingwood-First	5,000	3,750	37	1,111.85	834
Kuhn Memorial	2,500	1,875	82	2,464.10	1,848
Liberty		500	17	510.85	511
Logan-First	8,455	7,046	77	2,313.85	2,314
Mannington-First			20	601.00	
Marlinton	987	738	67	2,013.35	1,512
Marsh Fork	500		10	300.50	
Mill Creek	4,620	3,465	19	570.95	571
Milton	760	380	22	661.10	330
Mingo		360	12	360.60	361
Morgantown-First	16,475	11,010	235	7,061.75	4,870
Mount Hope			8	240.40	240
Nitro-First	1,000	500	79	2,373.95	1,200
Oak Grove	1,200		53	1,592.65	
Oak Hill-First			39	1,171.95	
Old Stone	15,000	11,250	253	7,602.65	5,702
Parkersburg-First			140	4,207.00	1,807
Parsons		200	16	480.80	240
Philippi			8	240.40	240
Pineville			35	1,051.75	789
Pt. Pleasant		5,956	81	2,434.05	1,623
Ravenswood-First	3,505	3,505	20	601.00	601
Red Sulphur Springs	125	125	5	150.25	150
Ripley-First		788	19	570.95	428
Riverlawn	1,000	1,000	96	2,884.80	2,160
Rock Forge		100	15	450.75	451
Rock Lake	10,475	7,848	111	3,335.55	2,502
Rome	160	67	5	150.25	63
Ronceverte	3,100	2,325	69	2,073.45	1,500
Ruffner Memorial			15	450.75	
Salem		3,469	13	390.65	293
Smithers	1,050	950	18	540.90	541
South Charleston-First			140	4,207.00	3,157
South Park	2,084	1,563	34	1,021.70	766
Spencer		485	10	300.50	120
Spring Creek	1,135	1,135	32	961.60	962
Spring Valley			54	1,622.70	
St. Albans-First		3,273	152	4,567.60	2,284

2021 BENEVOLENCE PLEDGE & PER CAPITA ASSESSMENT					
Church	2021 PLEDGE	2021 Giving at 09/30/21	12/31/19 Mbrship.	2021 Per Capita (\$30.05/mbr)	Per Capita Rec'd at 09/30/21
St. Andrew	2,200	1,100	66	1,983.30	820
St. Marys	100		9	270.45	
Sugar Grove		2,050	9	270.45	270
Summerlee		150	12	360.60	270
Summersville		1,665	52	1,562.60	1,148
Teays Valley			148	4,447.40	2,224
Thomas-First	450	264	18	540.90	225
Trinity			12	360.60	229
Tygarts Valley			27	811.35	811
Union	2,300	1,150	28	841.40	435
Upper Glade	3,000	2,250	56	1,682.80	1,275
Valley Bend	2,175	2,175	23	691.15	691
Village Chapel	16,330	9,526	217	6,520.85	3,804
Waverly-Bethel	1,405	1,119	16	480.80	481
Welch-First			7	210.35	
Westminster-Vienna	5,105	3,830	92	2,764.60	2,075
Weston-First	1,220	1,220	13	390.65	391
White Sulphur Springs-First		680	33	991.65	540
Whitesville-First	0		11	330.55	331
Whittico Memorial			7	210.35	
Williamson-First			70	2,103.50	
Williamstown-First	5,745		79	2,373.95	
Winfield	410	308	12	360.60	271
Zion			34	1,021.70	
TOTALS	222,205	220,041	7,020	210,951	135,028

BLUESTONE CONFERENCE CENTER, INC

FINANCIAL REPORT as of SEPTEMBER 30, 2021

INCOME STATEMENT

INCOME	09/30/21	Budget	%
Grant Subsidy - McClintic Fund	\$ -	\$ 4,500	0.0%
Retreats - Bluestone Events	1,305.00	7,000	18.6%
Retreats - Presbyterian	3,240.00	10,000	32.4%
Retreats - Presbyterian Affiliate	0.00	0	0.0%
Retreats - Non - Presbyterian	17,135.00	63,000	27.2%
Summer Camp Registrations	24,705.00	65,000	38.0%
RV/Tent Camping	435.00	0	
Donations	18,350.00	7,000	262.1%
Friends of Bluestone	35,000.00	40,000	87.5%
MDF-Line of credit	0.00	5,000	0.0%
Reserves	0.00	3,500	0.0%
Interest	0.48	-	-
Miscellaneous	50.00	-	-
TOTAL INCOME	\$ 100,220.48	\$ 205,000	48.9%

EXPENSES

Salaries & Personnel	\$ 25,683.61	\$ 64,050	40.1%
Office & Administration	8,552.28	20,250	42.2%
Bluestone Events	200.00	1,500	13.3%
Plant & Operation	51,202.82	86,300	59.3%
Summer Staff & Salary	10,000.39	24,800	40.3%
Summer Program	80.74	2,000	4.0%
Summer Camp Trips	303.27	6,100	5.0%
TOTAL EXPENSE	\$ 96,023.11	\$ 205,000	46.8%
NET GAIN/(LOSS)	\$ 4,197.37	(excl. store acct. & depr. exp.)	

***NOTE* - 2021 Presbytery Support**

Facilities Director comp	\$ 80,524
Program Director comp	44,406
Property Insurance	10,350
Committee expense	1,000
Banking fees	160
Misc. office expense	50
\$ 136,490	

BALANCE SHEET

	09/30/21	09/30/20
ASSETS		
Current Assets	\$ 12,535.86	\$ 20,952
Property & Equip. (net of depr.)	174,302.87	174,303
TOTAL ASSETS	\$ 186,838.73	\$ 195,255
LIABILITIES		
Current Liabilities	\$ 502.86	\$ 471
Long Term Debt	74,966.35	80,386
TOTAL LIABILITIES	\$ 75,469.21	\$ 80,857
EQUITY	\$ 111,369.52	\$ 114,398
TOTAL LIABILITIES & EQUITY	\$ 186,838.73	\$ 195,255

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE NURTURE COMMITTEE

Sue Hollandsworth, Committee Chair

November 13, 2021

RECOMMENDATION:

1. The Nurture Committee recommends that the presbytery's child protection policy, which follows this report, be approved as revised. Note: Appendix F contains relevant portions of the WV Code; it is available as a supplemental document to the policy for this meeting due to its length, but will be posted on the website as part of the policy.

INFORMATION:

1. The committee continues to strive to create worship services for Presbytery meetings being creative to follow the new guidelines due to COVID.
2. The committee has concluded our policy and strategy reviews.
3. The committee continues to strive to develop and offer continuing education to all church leaders, ministers, Authorized Lay Preachers, Commissioned Pastors, Elders, and others.
4. Toolbox Courses:
 - January 29, 2022 – ***Preaching***, 9:30 a.m. – 4:30 p.m. on Zoom, with Jennifer Lord, The Dorothy B. Vickery Professor of Homiletics and Liturgical Studies, Austin Presbyterian Theological Seminary. See flyer in the packet for more information.
 - Saturday, April 30, 2022 – ***What's Next? Discerning God's Call Post-COVID***, 9:30 a.m. – 4:30 p.m. on Zoom, with Victoria Curtiss, PCUSA Minister of Word and Sacrament, author of *Guidelines for Communal Discernment*, published by the Office of the General Assembly of the PCUSA.
 - Fall 2022 – ***Interfaith Dialogues***. Complete information will be available in August.
5. Equipping Disciples Events:
 - Sunday, October 2, repeated October 9, 2022, 2-5 p.m. – ***How Our Confessional Documents Spoke to Their Times***. These will be in-person events offered at several sites within the presbytery. Complete information will be available in August.
6. Educator, Clergy, Commissioned Pastor, and Authorized Lay Preacher Retreat, February 28-March 1, 2022, at John XXIII Center, Charleston, with Tyler Mayfield, A. B. Rhodes Professor of Old Testament, Louisville Presbyterian Theological Seminary, author of *Abraham's Many*

Children: The Bible in a World of Religious Difference. Complete information will be available in late November.

7. Youth Ministry – **The Presbyterian Youth Triennium**, July 24-27, 2022, Indianapolis, IN. The Nurture Committee will provide a \$50 scholarship for all participants, making the cost per youth \$425. Complete information will be sent to church leaders in early 2022. The registration deadline is Monday, May 9, 2022.

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

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

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

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

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

Revised as of 08/25, by the Safe Child Oversight Team of:
Sue Hollandsworth, Nurture Committee Chair
Susan Sharp Campbell, Associate for Educational Ministry
Sarah Specht, Program Director of Bluestone Camp
Randy Fife, Attorney, Ruling Elder, Bream Memorial Presbyterian Church
Kathryn Maddy, Christian Educator, First Presbyterian Church, St. Albans
Pam Ferrell, Chair of Administration Committee, Ruling Elder, First Presbyterian Church, St. Albans

Revised by Safe Child Oversight Team, October 2021

Approved by Presbytery of WV on August 19, 2017

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Page numbers will be updated once approved by presbytery

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I. BIBLICAL, CONFESSIONAL AND REGIONAL MANDATES

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

Biblical mandates

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

Micah 6:8

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

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

I Peter 1:15

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

Confessional

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

A Brief Statement of Faith (lines 66-71)

Regional

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

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

The Presbytery of West Virginia is committed to the safety, welfare, and protection of all children, youth and persons with disabilities participating in the activities and programs of this Presbytery. This policy addresses the preventable risk of any form of abuse or harassment, whether physical, mental or sexual, by any of the employees, or volunteers of this Presbytery engaged in Presbytery sponsored activities or programs.

This policy further helps protect workers from unsubstantiated charges of wrongdoing. In addition, we are called to stand not in judgment, but with compassion for each other. We believe that any person who has been accused of committing an act of abuse can expect due process, our prayers, and acceptance as a human being.

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

- Two unrelated adults will be assigned to supervise or lead all activities involving children and youth. This shall be known as the “Two Adult Rule.”
- Acknowledging there may be times when there is a need for one on one interaction, all one on one interaction between a child or youth and an adult shall take place in a public place where interactions can be observed.
- Exceptions to the above two bullet points would be: in the event of an emergency and/or a child in direct harm; or when prior permission has been given by a parent/guardian concerning transportation. (See Appendix E)

- No person will serve as a teacher or volunteer leader of children or youth activities until such person has been a member or an active participant as certified by the Pastor or Clerk of the Session of a church of the Presbytery for six months. Exceptions to this would be new staff members of churches in the presbytery, provided that the responsible church would have conducted a thorough background check of the person. All adults will be subject to background checks by the presbytery.
- An Information Form, criminal record check, and reference checks must be completed before service begins.
- This Presbytery will neither tolerate nor accept any act or omission as specifically described in Prohibited Acts on page 8.
- Upon accusation the accused is entitled to prompt and fair disposition of such serious charges and to receive due process of law including the presumption of innocence **until** proven guilty.
- Any violation of the policy shall be reported in accordance with Reporting Suspected **Abuse** on page 10.

Information Form

Employees and volunteers for children, youth, and persons with disabilities in the activities or programs of the Presbytery will be required to complete an Information Form (Appendix A) providing personal and confidential information necessary to perform criminal and driving (where appropriate) record checks and reference checks on each individual. While this process understandably intrudes into the privacy of our lives, the

security of our children, youth and persons with disabilities outweighs the personal invasion inherent with such investigation and disclosures. All personal information is voluntarily disclosed. Furthermore, the results of all criminal record checks and reference checks as well as the refusal of any person to participate in a program or activity in lieu of such disclosure requirements will be considered confidential.

Criminal record checks (Appendix B) for persons 18 and older will be conducted by a Presbytery staff person designated as the “Administrator.” Additionally, character references will be checked by a person designated by the planning committee for each activity or program (Appendix C). The written results of the criminal record checks and the reference checks initially will be reviewed by the Administrator. After this initial review, if the Administrator determines that further review should be made, the Administrator will consult with the appropriate program staff.

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

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

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

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

Examples Of Inappropriate Conduct

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

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

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

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

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

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

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

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

<i>Appropriate Physical Interactions</i>	<i>Inappropriate Physical Interactions</i>
<ul style="list-style-type: none"> • Side hugs • Shoulder-to-shoulder or "temple" hugs • Pats on the shoulder or back • Handshakes • High-fives and hand slapping • Verbal praise 	<ul style="list-style-type: none"> • Full-frontal hugs • Kisses • Showing affection in isolated area • Lap sitting • Wrestling • Piggyback rides • Tickling

<ul style="list-style-type: none"> • Pats on the head when culturally appropriate • Touching hands, shoulders, and arms • Arms around shoulders • Holding hands (with young children in escorting situations) 	<ul style="list-style-type: none"> • Allowing a child to cling to an employee's or volunteer's leg • Any type of massage given by or to a child • Any form of affection that is unwanted by the child or the employee or volunteer • Compliments relating to physique or body development • Touching bottom, chest, or genital areas
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2. **Verbal and Social Media Interactions** – The manner of speaking with children establishes respect.

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

Prohibited Acts

The following acts are prohibited by this Policy and will not be tolerated or accepted during any Presbytery activity or program **or on any social media platform**. Any observations or personal knowledge of such violations must be immediately reported to the Designated Person (see “Implications for Specific Programs” section) after the safety of the child, children, or youth involved has been assured.

- **Any display or demonstration of sexual activity, abuse, insinuation of abuse, or evidence of abusive conduct towards any participant;**
- **Sexual advances or sexual activity of any kind between any adult and a child, youth or person with disabilities;**

- **Allowing sexual advances or sexual activity of any kind between youth;**
- **Infliction of physically abusive behavior or bodily injury to a child, youth, or person with disabilities;**
- **Physical neglect of a child, children, youth or persons with disabilities, including failure to provide adequate supervision;**
- **Causing mental or emotional injury to a child, youth or person with disabilities;**
- **Possessing obscene or pornographic materials**
- **Possessing, consuming or being under the influence of alcohol or illegal drugs;**
- **Possessing guns or other weapons.**

Electronic Communication Code of Conduct

Any person subject to this policy using the resources of electronic communication and social media to interact with youth or leaders shall comply with this Electronic Communication Code of Conduct:

- **Adult leaders are discouraged from establishing direct social media connections with youth or children, although we realize there are times when for pastoral care concerns social media may be the best platform. There must be great care taken by the adult to avoid inappropriate discussions and adhere to boundaries set forth elsewhere in this policy.**
- **If there is social media contact, comments that are, or could be, construed by any observer to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating shall never be posted to or about any participant or adult advisor or staff member. All inappropriate sexually oriented conversations or discussions about sexual activities are prohibited, as well as any posting of inappropriate pictures (for example, sexually suggestive, exploitive, or voyeuristic) or making inappropriate comments on pictures.**

- Ordinarily, It is inappropriate for volunteers to privately message a youth; any such messages should include two adults. With regard to pastoral matters, if a private message is needed, another adult shall be informed of the communications.
- Private messages between adults at presbytery events and children or youth are subject to review by the General Presbyter or the Associate for Educational Ministry or Bluestone Program Director upon request.
- These rules apply to all social media platforms including but not limited to Facebook, Snapchat, Instagram, text messaging, facetime, and others.
- If a person fails a background check at any point, or violates this policy, they shall immediately disconnect themselves from all social media and email and text connections with youth that were established through Presbytery activities or events.
- If an adult whether paid staff or volunteer or pastor moves out of the Presbytery, they shall immediately disconnect themselves from all social media and email and text connections with children or youth that were established through Presbytery activities or events.

Reporting Suspected Abuse

In order to maintain an environment free of destructive acts toward all children, youth, and persons with disabilities, the staff, employees, teachers, parents and volunteers of the Presbytery must be aware of their individual responsibility to report any questionable circumstance, observation, act, omission, or situation thought to be **abusive in accordance with this policy, including that which is reported by children or youth which has occurred outside of presbytery activities.** All questions or concerns of any suspected abusive behavior or harassment shall be directed to the Designated Person or in extenuating circumstances, the General Presbyter of the Presbytery of West Virginia. West Virginia law requires the prompt reporting of suspected abuse to the Department of Health and Human Services (DHHR), and, in the event of sexual abuse to the State Police

and any law-enforcement agency having jurisdiction, and the designated person. (See Appendix F)

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

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

- Assure the safety of the alleged victim. Do not leave the alleged victim alone.
- Report the incident immediately to the Designated Person or, in extenuating circumstances, the General Presbyter.
- Complete an Incident Report immediately.
- Contact the law-mandated authorities to report the incident.
- Maintain the confidentiality of the accused, the accuser and the victim.

B. Responsibilities of the Designated Person

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

C. Responsibilities of the General Presbyter

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

D. Communications

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

Consequences of Alleged Violation

Any person accused of committing a Prohibited Act (**see page 8**), whether an employee or volunteer, will be suspended immediately from participation in all children/youth activities and children/youth programs of the Presbytery. Such suspension shall continue during any investigation by the Presbytery, law enforcement or child protection agencies. Such removal does not assume guilt but makes the top priority the protection of those who are most vulnerable. Pastoral care for the accused must also be provided.

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

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

Failure to report a Prohibited Act to the designated person in a timely manner shall be considered a procedural violation of this Policy. This violation may be grounds for termination of employment, or for suspension or dismissal from participation in all children and youth activities and programs of the Presbytery.

IMPLICATIONS FOR SPECIFIC PROGRAMS

A. Bluestone Camps

1. Screening and selection of staff

- All staff members (employed and volunteer) must complete Information Form (Appendix A).
- A criminal record check will be performed by the Presbytery.
- All staff responsible for driving will be subject to a driving record check.

2. Supervision by and of staff See appropriate pages of this policy above regarding the “Two Adult Rule.” See page 4 of this policy.

3. Staff training - Each year, all summer staff will receive training during the designated time for staff training, which occurs prior to the beginning of summer camp.

4. Reporting allegations

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

5. Response to Allegations

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

B. Presbytery meetings:

1. Screening and selection of child care workers:

- The screening and selection process of childcare workers will be handled by the host church which is providing the childcare. Childcare provided at presbytery meetings shall be in accordance with the Presbytery's guidelines regarding a Policy for the Protection of Children, Youth and Persons with Disabilities.
- Ordinarily the Presbytery will not allow a Presbytery event involving care or activities for children and youth to be held at a church unless the host church has a Child Protection Policy in place.
- The host church should use the Acknowledgment Form (Appendix G) to verify the screening of its workers.
- Presbytery Staff, will see that policy information is distributed to the host church(es) and will see that the suitability of caregivers is verified.

2. Supervision by and of childcare workers

- The host church that is providing the childcare workers will handle supervision of workers.
- The "Two Adult Rule" will be standard procedure. See page 4 of this policy.

3. Reporting and responding to allegations

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

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

1. Screening and selection of leaders

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

Training - Ordinarily adult participants/leaders will be expected, in advance of the event, to have read this policy, to have watched the training video that can be found at www.wvpresbytery.org, and completed the “Acknowledgement of Receipt” form. In addition, all adults at these events will be provided a time of training prior to or at the beginning of the event. Training will include a review of this policy.

2. Supervision by and of leaders

The “Two Adult Rule” will be standard procedure with children and youth. See [page](#) of this policy.

3. Reporting allegations

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

4. Response to allegations

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

MONITORING OF POLICY

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

APPENDIX A

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

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

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

Current Address: _____

How long have you lived at this address: _____

How long have you lived in West Virginia: _____

Gender: M ___ F ___ Birth date: _____

Home Phone: _____

Place of Employment: _____

Work Phone: _____

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

Drivers License Number: _____

Have you ever had your driver's license suspended or restricted for any reason?

_____ If yes, please describe the dates and reasons for each such occurrence on the back.

3. Please answer the following questions:

Name of church in which you participate _____

How long have you been regularly participating _____

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

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

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

6. Have you ever been arrested, charged, indicted or convicted for any criminal offense (misdemeanor or felony) other than a traffic violation? _____ (If yes, please explain on the back.)
7. Have you ever been subject to any disciplinary action, complaint or allegations that you violated any employer's or any organization's policy concerning sexual misconduct? _____ (If yes, please explain on the back.)
8. References: Please list the names, addresses, occupations, and telephone numbers of three people who are not related to you who are familiar with your character and abilities. References will be contacted.

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

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

Signature: _____ Date: _____

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

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

APPENDIX B

Background Check Consent Form

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

Applicant's Full Name (Printed): _____

Other Names Used: _____ Phone: _____ Gender: _____

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

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

ADDRESSES (for the past 10 Years)

Present Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Present Address? _____

Former Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Former Address? _____

Former Address _____

City _____ County _____ State _____ Zip _____ Country _____

How Long at Former Address? _____

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

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

MOTOR VEHICLE RECORDS

Names as it appears on License: _____

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

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

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

Signature of Applicant _____

Date _____

APPENDIX C

TELEPHONE REFERENCE CHECK

Identify yourself

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

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

.....

NAME OF APPLICANT _____

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

NAME OF REFERENCE _____

TITLE/OCCUPATION _____

PHONE NUMBER _____

DATE CALLED _____

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

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

Please describe this interaction.

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

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

APPENDIX D

INCIDENT REPORT FORM

Reason for report _____

Date of incident _____ Time _____

Name of Reporter _____ Title _____

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

Quote the child's first words verbatim: _____

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

Briefly describe what happened _____

What action did you take?: _____

Has the incident been resolved?: ____yes ____no Explain: _____

Were there any witnesses?

Names: _____

Signatures (If possible): _____

Report submitted to: _____

Appendix E

Waiver of Two-Adult Rule for Transportation

**(NOTE – THIS NEEDS TO BE SIGNED BY A PARENT
AND WITNESSED by an UNRELATED ADULT not on the trip)**

The Child Youth Protection Policy the Presbytery of West Virginia requires that two adults be present at all activities involving children, youth and persons with disabilities. There are specific exceptions to this policy including “when prior permission has been given by a parent/guardian concerning transportation.”

There may be circumstances in providing transportation to and from presbytery events in which only one adult is present in a vehicle. This completed form will enable us to facilitate transportation needs as we also seek to keep your youth safe.

I hereby give my permission for my child,

_____, to be alone with

_____ (please insert
names of particular adults or staff) in appropriate ways and settings for
transportation purposes.

Signed

Witness

Date

APPENDIX F

West Virginia Child Abuse Reporting Law

Due to length, for November 2021 Presbytery meeting, this can be found in a supplemental report. When/if the revisions are approved, the updated pages of WV Code will be inserted and the entire document posted on the website.

APPENDIX G

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

_____ (“Church”)

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

Signed this _____ day of _____, 20_____

Signature

Printed Name

Capacity with Church

Members authorized to work with Children and Youth of Church

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

APPENDIX H

COMMITTEE ON MINISTRY IMPLEMENTING PROCEDURE FOR

PRESBYTERY OF WEST VIRGINIA SEXUAL MISCONDUCT POLICY

PROCEDURE

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

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

Goals of Procedure:

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

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

THE RESPONSE TEAM

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

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

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

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

TIME FACTORS

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

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

RECORDS

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

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

OTHER OPTIONS

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

SCREENING PROCESS

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

The following questions are recommended to each entity:

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

APPENDIX I RESOURCES

Print Resources

Advisory Committee on Social Witness Policy of the General Assembly Council. "Resolution on Allegations of Child Sexual Abuse Against Educators with Study Guide." 2005. Presbyterian Church (USA).

Basham, Beth and Sara Lisherness, editors. *Striking Terror No More: The Church Responds to Domestic Violence, Second Edition*. 2006. Bridge Resources.

Capps, Donald. *The Child's Song: The Religious Abuse of Children*. 1995. Westminster John Knox Press.

Hedges-Goettl, Len, *Sexual Abuse: Pastoral Responses*, Abingdon Press, 2004.

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

Holcomb, Justin, S and Lindsey A. Holcomb. *God Made All of Me: A Book to Help Children Protect Their Bodies*. 2015. New Growth Press.

King, Kimberly and Zack King. *I Said No! A Kid-to-kid Guide to Keeping Private Parts*, 4th edition. 2020. Boulden Publishing

Kutz-Mellem, Sharon, Editor. *Different Members, One Body: Welcoming the Diversity of Abilities in God's Family*. 1999. Witherspoon Press.

McClintock, Karen A. *Preventing Sexual Abuse in Congregations: A Resource for Leaders*. 2004. Alban Institute.

Melton, Joy Thornburg and Michelle L. Foster. *Safe Sanctuaries in a Virtual World*. 2014. Discipleship Resources.

_____. *Safe Sanctuaries for Ministers: Reducing the Risk of Abuse in the Church*. 2009. Discipleship Resources.

_____. *Safe Sanctuaries – Older Adults: The Church Responds to Abuse, Neglect, and Exploitation of Older Adults*. 2012. Discipleship Resources.

_____. *Safe Sanctuaries: Reducing the Risks of Abuse in the Church for Children and Youth*. 2008. Discipleship Resources.

Parker, Mary, ed., *Safe Place: Guidelines for Creating an Abuse-Free Environment* Christian Publications, Inc. 2002.

Project Child. *Understanding Child Abuse: An Adult Education Series in Religious Setting*. 2003. The Child Abuse Prevention Coalition of the Lehigh Valley.

Rowett, G. Wade Jr. *Adolescents in Crisis: A Guide for Parents, Teachers, Ministers, and Counselors*, West Minster John Knox Press, 2001

Wright, N.T. *His Name is Joel: Searching for God in a Son's Disability*. 1999. Bridge Resources.

Videos

Abuse at Camp. Church Mutual Insurance.

https://www.churchmutual.com/dsp/dsp_srVideo.cfm?id=47

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

Online Resources

<https://www.presbyterianmission.org/legal-resources/creating-safe-ministries/?fbclid=IwAR16w3GQZrQnQoju5bhqaEpZFDTZtvXVcZvjKijw8ZEQlCONDvmhGUvGR5A> – a variety of resources on around prevention, rebuilding trust, resources, creating policies, definitions, emergency planning.

Insurance Board resources, including

<https://www.insuranceboard.org/online-learning/> - a variety of live and recorded webinars on multiple topics related to child protection policies and issues.

<https://www.insuranceboard.org/safety-central/safeconduct-abuse-prevention/> - resources for developing a policy, screening, training, assessing.

Darkness to Light. <https://www.d2l.org/education/> steps to protect children and training.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE COMMITTEE ON REPRESENTATION

Pam Johnson, Committee Chair

November 13, 2021

RECOMMENDATIONS:

1. For Presbytery Moderator 2022-2023 and Leadership Team, Class of 2023:

David Lee (Minister)

Rationale: Moderator Elect Nancy Didway communicated her need to step back from her election as Moderator Elect and Moderator. The Committee on Representation has diligently worked to nominate a Moderator for 2022-2023. In its discernment process, the committee found that a number of strong clergywomen are serving the Presbytery in important ways while several others were unable to accept an invitation to serve due to professional and family commitments. The Committee on Representation made the choice to focus on the skills needed to serve the Presbytery rather than to adhere to our traditional pattern of gender representation. In his many roles serving Presbytery, Dave has demonstrated the qualities that the committee sought: creativity, innovation, and faithfulness. The Committee on Representation believes that Dave is the Moderator for such a time as this.

2. For Presbytery Committee Chair, 2022:

a. Nurture Committee – Claire Butler (Minister)

3. For Presbytery Committees:

a. Leadership Team – Class of 2023

Amy Kesterson (Laity, Old Stone)

b. Leadership Team – Class of 2024

Noha Khoury-Bailey (Minister)

James Morley (Minister)

Arden Swecker (Ruling Elder, Beverly)

c. Bluestone Committee – Class of 2022

Sally Kinder (Ruling Elder, First Nitro)

d. Bluestone Committee – Class of 2024

Debbie Taylor (Ruling Elder, Old Stone)

e. Mission Committee – Class of 2022

Sharon Bell (Minister)

f. Nurture Committee – Class of 2022

Mike Baldwin (Ruling Elder, First Williamson)

g. Permanent Judicial Commission – Class of 2027

Gary McGrew (Honorably Retired)

h. Relations Committee – Class of 2022

Jim Musgrave (Ruling Elder, Highlawn, Huntington)

4. For Synod Commissioner – Class of 2023

Emily Harden (Minister)

INFORMATION:

The Committee on Representation seeks to review and advise the Presbytery regarding the implementation of principles of diversity and inclusion in our committees, boards, and other leadership positions. To evaluate how Presbytery is doing in these areas, a survey was developed and sent to committee chairs, members of the Leadership Team, and leaders of affinity groups.

Following is a summary of those results:

- | | |
|--|------------------------------|
| • Variety of racial ethnic groups | Agree to Strongly Agree (0%) |
| • Flexible times & locations of meeting | A to SA (99%) |
| • Encourages churches to be inclusive/embrace diversity | A to SA (55%) |
| • Gender representation balance | A to SA (99%) |
| • Encourages using gifts of those under 40 | A to SA (33%) |
| • Balance of laity, ruling elders and clergy | A to SA (88%) |
| • Welcomes voices of diversity | A to SA (99%) |
| • Encourages open conversations of controversial issues | A to SA (77%) |
| • Welcomes LGBTQ+ persons | A to SA (77%) |
| • No discrimination to those with disabilities | A to SA (66%) |
| • People from all geographical areas represented | A to SA (77%) |
| • All economic backgrounds are represented in committees | A to SA (44%) |
| • All theological viewpoints welcomed & considered | A to SA (77%) |
| • Balance of representation from small churches | A to SA (88%) |
| • Leadership represents people of color & indigenous | A to SA (0%) |

Several of the areas indicate the Presbytery is doing a commendable job, including maintaining balance of gender, laity/ruling elders/clergy, and representing a variety of geographical areas. Presbytery is successful accommodating schedules and reaching out to small churches and those with disabilities. There are other areas that indicate there is room for improvement, while two areas showed the Presbytery is doing a poor job. Those areas are: 1) representing a variety of racial ethnic groups in our leadership, committees, and staff; and 2) having representation of persons of color and indigenous groups in the leadership and committee roles. It should be noted that there were several comments referring to the fact that the state of WV is not that diverse nor is it made

up of a variety of racial ethnic citizens. Therefore, it would be difficult to accomplish this balance and have diverse representation due to the demographics of our state.

COR will consider the results of this survey as it seeks members for the various committees and leadership roles. The committee will strive to find people of color and indigenous groups as well as search for those who represent racial ethnic groups whenever possible.

Most committees during 2021 continued to meet via Zoom and conference calls. This appears to have become the “norm” since the pandemic. While the person-to-person contact has been missed, many groups have been successful in carrying out their business via these methods, and the committee anticipates Zoom as being an option for meeting in the future.

The Committee on Representation also felt information from our congregations concerning their use of virtual worship this past year would be useful considering the changes brought about due to the pandemic. The following questions were sent to clerks of session and ministers: *Did you offer worship participation electronically and will you continue to offer this? Did the use of electronic worship affect the diversity of worship participants?* Of the 64 responses, all but 6 churches did offer some type of electronic worship this past year, and the majority plans to continue offering an online worship option. Most expressed it would be difficult to measure the diversity of those viewing the electronic service, but they did feel there were benefits to this type of worship.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE COMMITTEE ON MINISTRY

Peter Vial, Committee Chair

November 13, 2021

RECOMMENDATIONS:

1. That the Presbytery of West Virginia appoint an Administrative Commission to inquire into the life and ministry of the **Whittico Memorial Presbyterian Church**, Keystone.
 - a. The purpose of the Administrative Commission shall be to act on behalf of the presbytery on all matters regarding the Whittico Memorial Presbyterian Church.
 - b. The Administrative Commission shall be composed of both teaching elders and ruling elders from Presbytery.
 - c. A quorum of the commission members will be two members of the commission.
 - d. This commission is empowered, pursuant to Presbytery policy, to do the following:
 - 1) Access to all church records, including but not limited to: membership rolls, minutes of session and all boards and committees, financial records, membership directories, newsletters, and materials distributed for congregational information for Whittico Memorial Presbyterian Church
 - 2) Authority on behalf of the Presbytery to determine if the church has a functioning session
 - 3) Authority to call congregational meetings (G-1.0502) and to obtain or determine current and accurate membership rolls for this purpose
 - 4) If the commission determines, after investigation, that there is no duly elected and functioning session, the commission shall then have authority to assume the full powers and original jurisdiction of the session. In the event that such a situation occurs, the commission shall be empowered to deal with any other matters that the session would ordinarily be empowered to address including requesting that the church be dissolved.
 - 5) Should the commission determine that it is appropriate to dissolve the church, the commission shall afford the members of the congregation to provide comment
 - 6) Should the commission determine that it is appropriate to dissolve the church, the commission shall determine an appropriate plan to honor the legacy of the Whittico Memorial Presbyterian Church
 - 7) Should the commission determine that it is appropriate to dissolve the church, receive Session records, retain records to wind up the affairs and convey the records to the Stated Clerk, who will forward them to the Presbyterian Historical Society

- 8) Should the commission determine that it is appropriate to dissolve the church, 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
- 9) Should the commission determine that it is appropriate to dissolve the church, 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
- 10) 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
- 11) To report its actions and findings to the Presbytery of West Virginia and the Committee on Ministry

INFORMATION:

1. Appointed the following ministers to serve as Moderator of a church without a pastor:
 - a. **Community – Samantha Coggins**
 - b. **First Buckhannon** (effective December 31) – **David Lee**
 - c. **First Bluefield – Kristi Moore**
 - d. **Fleming Memorial – Evan Walker**
2. Appointed the following liaisons to work with churches in pastoral transition:
 - a. **First Presbyterian Church, Huntington (APNC) – Jean Summerfield**
 - b. **Fleming Memorial – Jim Wilson**
3. Appointed mentors to partner with pastors new to the Presbytery or new to congregational ministry.
 - a. **Emily Harden – Dawn Adamy**
4. Reviewed the following exit interviews as churches move to a time of transition:
 - a. **Second Huntington** session
 - b. **Jim Johnston** from Second Huntington
5. Approved the transfer of **Rebecca Mihm** to the Presbytery of Tampa Bay, Florida.
6. Approved the transfer of **Robin Ray** to Highlands Presbytery, New Jersey, effective December 1.
7. Approved the transfer of **Margaret Elisabeth Rust** to Holton Presbytery, Tennessee.
8. Approved the change in Terms of Call between **Bream Memorial Presbyterian Church** and **Dawn Marie Adamy**. 2022 Terms: three-quarters time; cash salary \$21,500; housing allowance \$12,500; utilities \$2,500; SECA \$3,022; auto reimbursement at the IRS rate; cell phone \$500; continuing education \$1,500; professional expenses \$600; other compensation,

403b \$4,800; Board of Pensions; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); 12 sick leave annually and three months parental leave; four additional weeks, including Sundays, working remotely as needed.

9. Approved the change in Terms of Call between **First Presbyterian Church, St. Albans**, and **Mark A. Boyd**. Terms: full time; cash salary \$34,500; housing allowance \$12,190; utility reimbursement; SECA \$4,148; auto reimbursement at the IRS rate up to \$2,875; continuing education \$1,500; other expenses \$1,161.48; Board of Pensions; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); 12 sick leave annually and three months parental leave.
10. Approved the match between **Old Stone Presbyterian Church, Lewisburg**, and **Jeffrey A. Binder**.
11. Approved the Interim Covenant between **Old Stone Presbyterian Church** and **Jeffrey A. Binder**. Terms: cash salary \$5,833 per month; housing allowance \$25,000 per year; auto reimbursement at the IRS rate; cell phone \$600; continuing education \$5,000; general professional expenses; Board of Pensions; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); 12 sick leave annually and three months parental leave. Responsibilities: weekly and special worship services; pastoral duties – pastoral care, baptisms, communion, funerals, weddings, confirmation; moderate the session; serve as Head of Staff; support the long-range mission study and pastor search process, as directed by COM.
12. Approved **Jeffrey A. Binder** for membership in the Presbytery of West Virginia. Jeff's autobiographical statement and Statement of Faith follow this report.
13. Approved the match between **Fleming Memorial Presbyterian Church** and **James E. Morley**.
14. Approved the Interim Covenant between **Fleming Memorial Presbyterian Church** and **James E. Morley**. Terms: cash salary \$34,681; housing allowance \$4,000; SECA \$266.92 per month; auto reimbursement at the IRS rate up to \$1,500; continuing education \$1,500; Board of Pensions; vacation 4 weeks (including Sundays); continuing education 2 weeks (including Sundays); 12 sick leave annually and three months parental leave. Responsibilities: weekly and special worship services; pastoral duties – visitation to homes (COVID-19 permitting), hospital visitation; moderate the session and assist the session in planning events; assist with Christian Education, for example Sunday school.
15. COM hosted the Small Church Conference on September 12.
16. The Relationship Team hosted a Boundary Training Event on September 22 led by Sky Kershner of KPCC Counseling.

17. The Church Professional Care team offered a New Pastor Orientation on September 27. Those in attendance heard a presentation on Appalachia, met staff, and explored ministry in the Presbytery of West Virginia.
18. The Congregational Development Team is engaging with the Buffalo, Big Spring, Grace Covenant, Kesler Memorial, Summerlee, and Red Sulphur Springs Presbyterian Churches on church vitality.
19. COM continues conversation on developing a program using coaching to enhance the work of COM. Presbytery minister member Dana Sutton, who is a Professional Certified Coach through the International Coaching Federation, will be invited to attend the COM Retreat to demonstrate the process of coaching.
20. The Relationship Team reviewed the Commissioned Pastor, Temporary Supply, non-Presbyterian Stated Supply, and Lay Pastor covenant forms for 2022. These updated forms are posted on the website.
21. The Relationship Team continues conversation on how to share new opportunities for benefits offered by the Board of Pensions (BOP) and churches.

Autobiography
Rev. Jeff Binder

I was born on April 16, 1981, to my loving parents Debbie and Frank Binder and my older brother Kevin. Following my birth, the family continued to grow with the birth of my brother Tim, my sister Sarah, and a multitude of dogs, cats, and various pets. I grew up in Parma, Ohio, a large suburb of Cleveland. I enjoyed growing up in Cleveland. I learned to appreciate the scarce warm and sunny days, the values of hard work and honesty, and what it means to be a faithful person. Yes, I grew up with a Catholic father and a Presbyterian mother, and I did go to church regularly, but I'm talking about being a *faithful fan* of our hometown Cleveland sports teams. Whether it is watching our Cleveland Browns, Cavs, or Indians, they all have taught me to appreciate victory and success, and to love, even in the midst of sorrow.

I found a place to call home in the church. Depending on who was home on Sunday mornings, my siblings and I would head to a Catholic mass or Presbyterian worship. In junior high school, I was introduced into the Presbyterian youth group, and I joined a community of friends, choirs, teachers, and ministry partners. I have no doubt that I am where I am today because of the love and care of Parma-South Presbyterian Church and the Rev. Nona Holy, our Associate Pastor at the time.

It was because of the church that I was given a scholarship to attend the College of Wooster in Ohio, where I learned to create unique experiences both personally and academically. It was also at Wooster where I discovered an academic and personal passion for religion and the Church. It was here where I was gathered with people of similar thirsts and hungers for knowledge and experience, where I committed myself to walking in Christ's footsteps, and seeking God's will for my life. Following graduation in 2003, I did not plan to be a pastor, but I *was* headed to the mountains of Montana at Glacier National Park, where I would have my first official ministry internship with A Christian Ministry in the National Parks. I went there to enjoy God's Creation and put my faith into action, and I left inspired to serve.

I continued to seek ways to serve God in ministry, taking a position in youth ministry at the Presbyterian Church of Lawrenceville, New Jersey in 2004. I quickly discerned a call to seminary, where after speaking with several trusted friends and colleagues, I applied for McCormick Theological Seminary in Chicago, Illinois, where I was given a full scholarship in 2006. McCormick opened my eyes to ministry opportunities that I never before imagined. Within the first few weeks, I was discussing Bible commentaries, racial identity, and emergent worship — I was hooked. I remember to this day receiving a paper back from one of my professors who challenged me. I wrote about how I wanted to become a congregational minister, and she challenged me to continue to think “outside the box” as to where ministry opportunities may exist. This comment resonated with the values of my childhood, my college education, and now my seminary experience. Where is God leading the Church in the Twenty First Century, and where is God leading me?

My first ordained call, in October of 2009, was to the First Presbyterian Church of Tequesta, Florida. I greatly enjoyed the opportunity to serve as the Associate Pastor for Families and Mission, and to experience the day-to-day opportunities of congregational ministry.

In 2012, I asked myself where God was leading me next, and the response came in the form of an emailed job description from a colleague to serve as the Associate Presbyterian for Youth and Young Adult Ministries with the Presbytery of the Peaks in Lynchburg, Virginia. Again, I found myself being challenged to see what new and exciting things God had in store for my life, and for those I minister with.

I was called to serve as Head Pastor with Valley Community Presbyterian Church in Portland, Oregon, in 2017, where I had the opportunity to learn and grow in congregational ministry, now as the Head of Staff. The year 2017 was also an amazing year of growth as my ex-wife, Julie, and I moved across the country to start a new chapter of life together as a married couple. Valley Community has been a wonderful place of ministry and mission where I have also started my doctoral studies and started the important work of congregational revitalization. As life would have it, there have been more adventures to embark upon, the pandemic leading many of us through unparalleled challenges and changes, both personally and professionally. Julie and I discerned that our relationship had transformed into something new, and while we have remained good friends, we decided to divorce this year.

A new chapter begins as I seek to serve in interim ministry in Lewisburg. I am excited to learn and grow once again as I seek to apply my previous work experience into an altogether new form of ministry. Being a transitional time and place of ministry for Old Stone, this will also be a transitional time and place for me as a Pastor, a Christian, and a man as I continue to listen for God's call in my life. I am excited to have old friends just a few miles away in Virginia and my family within a half-day's drive in Ohio. I am thrilled to be returning to the mountains and people of Appalachia, which feels like home time and time again. And I am inspired with the opportunity to serve as your Interim Pastor where we can journey alongside one another in faith and fellowship.

Each and every day I am amazed at how God works in the world we know. And each and every day, I consider it our Christian opportunity to respond to God's work in the world, as we seek to follow Christ, and as we are led by the Spirit to witness to God's salvation, both in our ministry and in our daily lives. To God be the glory!

Statement of Faith
Rev. Jeff Binder

God, creator of all that is, has been, and will be in life eternal; in Jesus Christ our Lord, and in the Holy Spirit, the Breath of Life — God three in one, the Holy Trinity. God is beyond our human understanding, beyond political affiliation or nationality, sex or gender, yet intimately engaged and involved in our daily lives.

Jesus Christ, fully human, fully divine, lived on this earth serving as an example of faithful living in relationship to God, whom he called Abba, Father, empowered by the Holy Spirit. Jesus, friend of sinners, walked amongst God's people and proclaimed the Good News of God's unconditional love for all of God's creation and preference for the poor, marginalized, and oppressed of this world. It is Jesus who historically involved himself in our daily lives, living as a servant and only Son of God, and who calls us into new life through relationship with him. By his life, ministry, suffering, death, and resurrection, all of creation is called to everlasting life through God eternal; humanity's sins redeemed. It is Jesus who was raised from the dead, who sits with God eternally, and who will judge creation at the end of time.

The Holy Spirit, Breath of God, is always present and moving throughout creation. It is the Spirit who was known as the Breath of Life in the creation of the universe, the Holy Spirit that filled Jesus and empowered his ministry, and it is the Spirit that empowers and equips the Church today and always to serve in response to God's love as messengers of grace and peace. The Holy Spirit witnesses to Christ through the Word and brings hope and new life to those who seek God, and will continue to move throughout and amongst God's creation eternally.

The Church is the embodiment of the followers of Christ. Although human and, thus, fallible, the church continues to move and serve in response to God's love, empowered by the Holy Spirit, and is always seeking to model the life and ministry of Jesus Christ. The church is called to use our diversity as a source of unity in Christ as we relentlessly strive for reconciliation and a dynamic peace within our families, our congregations, our denomination, across ecumenical and faith lines, and here on earth, as we are called to proclaim the gifts of redemption, grace, and eternal life in Christ Jesus.

I believe as children of God, there is hope and faith in God's eternal love. God has spoken, and is still speaking. God has created, and is still creating, and God's Kingdom is here, and not yet fully realized. We are called to boldly proclaim the Good News of eternal life in God, and to continue to strive towards its actualization here on earth each and every day until it is realized. We are a people of faith, children of God; and I am a child of God.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE ADMINISTRATION COMMITTEE

Pam Ferrell, Committee Chair

November 13, 2021

INFORMATION:

1. Received and accepted the resignation of Nellie Howard as Resource Center Director, with much gratitude for her work. Nellie will retire as of February 28, 2022.
2. Reviewed and approved the Employer Agreement with the Board of Pensions, which details the arrangements between the Presbytery and the Board of Pensions.
3. The Leadership Team directed the Administration Committee to develop a master plan to implement the recommendations of the Financial Sustainability Task Force, in the event that Presbytery approves the recommendations. The committee began the process by forming several workgroups, each to address a specific aspect the master plan. The workgroups have and continue to meet, consulting with staff as appropriate.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE MISSION COMMITTEE

Robin Ray, Committee Chair

November 13, 2021

RECOMMENDATION:

1. (CA) That the offering for the November 13, 2021 meeting go to Presbyterian Disaster Assistance (PDA) to aid in their ongoing work in response to the numerous disasters in 2021.

Want to learn more about the work of Presbyterian Disaster Assistance? The work of PDA is shared on their website, <https://pda.pcusa.org>. The site features include where they are currently responding, ways to get involved and volunteer, and a midyear report. Former Interim Executive Presbyter Forrest Palmer is working with PDA in his retirement.

PRESBYTERY OF WEST VIRGINIA

REPORT OF THE RELATIONS COMMITTEE

John Koerner, Committee Chair

November 13, 2021

INFORMATION:

1. The relations committee is on hold with triennial visits until groups are able to meet face-to-face again. In the meantime, we continue to make phone calls to individual Clerks of Session to check in, see how things are going, and ask if there are things with which the presbytery can provide help. The committee has successfully contacted over 70 Clerks of Session to date.
2. Because it has been difficult to get to know new ministers who are coming into the presbytery during this pandemic, the committee has begun doing interviews with ministers who took news calls in the presbytery in 2020 and 2021. Committee members are also writing articles for the Presbytery's newsletter about each new minister.
3. The committee has limited funds that can be awarded to churches who are doing cooperative ministries or missions involving more than one church. So far this year, the committee has awarded one grant to three of the Matthew 25 churches (Bream Memorial, Clifton, and First Dunbar) for \$1,000. If you have ideas for this, please contact John Koerner at johnkoerner75@yahoo.com.

FEEDBACK

We want to hear from you!

1. What part of today's meeting was meaningful to you?
2. Did you attend one of the pre-meeting orientations? If so, did you find it helpful?
3. Did you view the orientation video for the meeting? If so, did you find it helpful?
4. Please share ways that we can improve meeting by Zoom.
5. How can Presbytery help your congregation?
6. Would you be willing to help with worship at a future Presbytery meeting: ____ Y ____ N
(If yes, please include your name and contact information below.)
7. Additional comments:

Your name (optional)_____

Phone _____ Email _____

Please return the form by emailing to office@wvpresbytery.org or mail to:
Presbytery of West Virginia, 520 Second Avenue, South Charleston, WV 25303



Worship

Bulletin

Presbytery Worship
November 13, 2021

Worship Note: We will be celebrating the Sacrament of the Lord's Supper as part of worship. Please have bread/crackers and a beverage with you as we begin worship.

Call to Worship

One: Just as the body is made up of many parts,
Many: so we gather from different backgrounds,
One: different people with different talents and gifts,
Many: to worship God and give thanks for each other.

Hymn

“Lord, Prepare Me”

#701

Lord, prepare me to be a sanctuary, pure and holy, tried and true.
With thanksgiving, I'll be a living sanctuary for you. (repeat 3x)

Gathering Prayer

One: God of creation,
we give thanks for the goodness of the earth
that you made and sustain.
Our voices join in praise with all creation:
with the sea that roars,
the trees that clap their hands,
and the birds that sing in joy.
Unite us by your Spirit,
that we may be signs of your abundant mercy
and live in thanksgiving for your grace,
as we wait for the completion of your creation
in Jesus Christ, in whose name we pray.

Many: Amen.

Prayer for Illumination

One: God of abundant life,
your grace is our daily bread.
Nourish us by your Word
and fill us with your Spirit
so that we may grow in faith and love;
through Jesus Christ our Lord.

Many: Amen.

Scripture

Sermon

Invitation to the Offering

Prayer of Dedication

Sacrament of the Lord's Supper

Invitation to the Table

Great Thanksgiving, concluding with the Lord's Prayer

... We praise you, eternal God,
through Christ your Word made flesh,
in the holy and life-giving Spirit, now and forever,
as we pray in the name of the One
who taught his disciples to pray,

Our Father, who art in heaven, hallowed be thy name.

Thy kingdom come, thy will be done

on earth as it is in heaven.

Give us this day our daily bread.

And forgive us our debts as we forgive our debtors.

And lead us not into temptation, but deliver us from evil.

For thine is the kingdom and the power and the glory forever. Amen.

Breaking of the Bread and the Lifting of the Cup

Communion

Prayer after Communion

Hymn

"Take, O Take Me as I Am"

#698

Take, O take me as I am; summon out what I shall be;
set your seal upon my heart and live in me. (repeat 3x)

Benediction

Worship Leaders:

Soloist: Don Parker, Ruling Elder, Village Chapel Presbyterian Church

Liturgists: Nancy Tissue, Ruling Elder, Fayetteville Presbyterian Church

John Bolt, Ruling Elder, First Presbyterian Church, Morgantown

Preacher: Kristi Moore, Edgewood Presbyterian Church, Lewisburg

Celebrant: Peter Vial, Pastor, Davis Memorial Presbyterian Church, Elkins

Resources Used:

- The Call to Worship is from the Presbyterian Church of Aotearoa New Zealand's website, <https://www.presbyterian.org.nz/>.
- The Gathering Prayer and Prayer for Illumination are reprinted by permission from the *Book of Common Worship*, © 2018, Westminster John Knox Press.
- The Communion liturgy is based on *The Book of Common Worship*.
- The Invitation to the Offering is from *Call to Worship*, volume 54.
- The Prayer after the Offering is from the Matthew 25 worship resource from the Presbyterian Mission Agency.
- The hymns are from *Glory to God*.



Flyers & Information

Classes and Dates. Please check which ones you plan to attend:

Biblical Interpretation ____ Thursday, January 20, 6:30-9:30 pm

OR ____ Saturday, January 22, 9 am-noon

Reformed Theology ____ Thursday, February 24, 6:30-9:30 pm

OR ____ Saturday, February 26, 9 am-noon

Church History ____ Thursday, March 24, 6:30-9:30 pm

OR ____ Saturday, March 26, 9 am-noon

Presbyterian Polity ____ Thursday, April 21, 6:30-9:30 pm

OR ____ Saturday, April 23, 9 am-noon

Worship ____ Saturday, May 21, 9 am-noon

OR ____ Thursday, May 26, 6:30-9:30 pm

Christian Education ____ Thursday, September 8, 6:30-9:30 pm

OR ____ Saturday, September 10, 9 am-noon

Stewardship ____ Thursday, October 6, 6:30-9:30 pm

or ____ Saturday, October 8, 9 am-noon

Mission ____ Thursday, November 3, 6:30-9:30 pm

OR ____ Saturday, November 5, 9 am-noon

Payment is expected at the time of registration.

Books for classes are at participants' expense.

To register and pay online, go to www.wvpresbytery.org.

To register and pay by check, send completed form and registration fee to: Presbytery of West Virginia, 520 Second Avenue, South Charleston, WV 25303.



Presby Prep

Starting January 2022

Eight Courses

on ZOOM

Once Monthly

Open to All

Required for All Seeking to become an Authorized
Lay Preacher and/or Commissioned Pastor

Presby Prep

The Presbytery of West Virginia is pleased to announce the beginning of a new opportunity for in-depth leadership education. Courses are open to everyone, and participants may choose to attend one, some, or all courses offered. Advanced registration is required, and all courses will have assignments to be completed in advance. Each course will last from 9 a.m. to noon, and will use the ZOOM online platform. Participants must have an email address that they use and be able to use the Zoom platform (assistance can be provided as needed).

The Courses

- **Biblical Interpretation:** How We Understand and Use Scripture
- **Reformed Theology:** Presbyterian Beliefs
- **Church History:** The Church through the Ages
- **Presbyterian Polity:** The Way We Govern Ourselves
- **Worship:** God's People Glorify God
- **Christian Education:** Nurturing Growth in Faith
- **Stewardship:** Using God's Gifts
- **Mission:** Engaged beyond Walls

Fees (per person):

\$10 per course OR \$50 for all eight courses.

Payment must be made in advance; sorry, no refunds.

The **registration deadline** for Presby Prep is **Tuesday, November 30**. If you wish to register for individual courses, you must do so one month in advance.

NOTE: Presby Prep is LEVEL ONE of the Authorized Lay Preacher/Commissioned Pastor (ALP/CP) Preparation Program. In addition to attending all of the Presby Prep courses, those continuing with the ALP/CP program will need to complete an application form for that program. For a copy of the application form, call 304-744-7634 or go to www.wvpresbytery.org.

Registration Information

You may register online at www.wvpresbytery.org OR complete this form and return with your payment to: Presbytery of West Virginia, 520 Second Ave, So. Charleston, WV 25303.

Name _____

Phone _____ (home) _____ (work)
_____ (cell)

E-mail (required) _____

Church _____

How many years have you been a member of this church? _____

Are you an Elder _____? a Deacon _____?

Other church(es) where you have been a member:

Please note on the page with the dates for each course which time you plan to attend.

**Advance assignments will be sent at least a month in advance.
Zoom log-in information will be sent two days before the course is to take place.**

Presbytery of West Virginia's Nurture's Committee Leadership Development Coordinating Team Presents:

"The Creative Process for Preaching"

with

Jennifer L. Lord

Saturday, January 29, 2022

on Zoom

9:30 a.m. - 4:30 p.m.



Course Description: Sunday morning comes around each week. And every preacher, whether a fresh or seasoned preacher, whether preaching occasionally or every Sunday, is expected to bring a word, to bring the Word. What do we do when our tried-and-true preparations no longer help us in the same way? How do we fit in sermon preparation along with other obligations? What do we do about preaching burn-out? Through presentation, reflection/discussion, and practical exercises, we review common methods of sermon preparation and explore what we can learn from artists about the creative process, so that week in and week out, our preaching conveys the Good News of Jesus Christ attested to in Scripture with clarity, relevance, and imagination.

Leader: The Reverend Jennifer L. Lord, PhD, is an ordained Minister of the Word and Sacrament in the PC(USA) and has served churches in New Jersey, Nebraska, and New York. Currently she is the Dorothy B. Vickery Professor of Homiletics and Liturgical Studies at Austin Presbyterian Theological Seminary. Her B.A. in English Literature and Ancient Studies is from Albion College, her M.Div from Princeton Seminary, and her Ph.D. from the Graduate Theological Union, Berkeley, California. She writes for many lectionary commentary publications including *Connections* and is the author of *Finding Language and Imagery: Words for Holy Speech* in the Fortress Press *Elements of Preaching Series*.

Registration deadline: Monday, January 24, 2022. Cost: \$50, due with registration

To register online, go to wvpresbytery.org/creative-process-for-preaching. Payment is through PayPal. Or complete the form below and return it with a check to:
Susan Sharp Campbell, 683 Dwyer Lane, Lewisburg, WV 24901 or susan_sharp_campbell@hotmail.com.
Questions? Contact Susan at the above email or 304-645-4568.

* * * * *

Name _____ Phone _____

Church _____ Email _____

"The Creative Process for Preaching," Part of the **EXPANDING YOUR MINISTRY TOOLBOX 2022**



Presbytery of West Virginia's Nurture's Committee Leadership Development Coordinating Team Presents:

What's Next? Discerning God's Call Post-COVID

with Victoria Curtiss

Saturday, April 30, 2022

9:30 a.m. – 4:30 p.m.
on Zoom



Course Description: The pandemic has accelerated dynamics that were present in churches even before COVID that affect worship attendance, member engagement, and resources. Without intentional effort, churches can slip into focusing mostly on survival or trying to return to a former reality. In this seminar, Rev. Vicky Curtiss will teach a discernment process and prayerful approach for leaders to assist their congregations in discovering who God calls them to be and what God calls them to do as a church, now.

Leader: Rev. Victoria G. Curtiss has been a Minister of Word and Sacrament in the Presbyterian Church (USA) since 1980, serving as a pastor, spiritual director, presbytery executive, church consultant, and director of two non-profit organizations. She is currently interim co-pastor of Edgewater Presbyterian Church in Chicago. Vicky authored "Guidelines for Communal Discernment" published by the PCUSA Office of the General Assembly, which participants are encouraged to read in advance.

Registration deadline: Monday, April 25, 2022. Cost: \$25, due with registration.

To register, please complete the form online here: <https://wvpresbytery.org/post-covid-discernment/> or complete the form below and return it to:
Susan Sharp Campbell, 683 Dwyer Lane, Lewisburg, WV 24901 or susan_sharp_campbell@hotmail.com.
Questions? Contact Susan at the above email or 304-645-4568.

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Name _____ Phone _____

Church _____ Email _____

What's Next, Part of EXPANDING YOUR MINISTRY TOOLBOX 2022

