



**Stated Meeting  
First Presbyterian Church, Logan  
May 15, 2025**

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**Worship Bulletin & Flyers follow the evaluation form**

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

**First Presbyterian Church**  
**Logan, West Virginia**  
**May 15, 2025**

**A MISSION STATEMENT FOR THE PRESBYTERY OF WEST VIRGINIA**

Transformed by the love of Christ, we will be a covenant community of vibrant congregations where everyone is welcomed, loved, and encouraged to discover their purpose and make a difference in their communities, reflecting new life in Christ.

**DOCKET**

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

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

\*10:00 Call to Order John Bolt, Moderator

Greetings from First Presbyterian Church Jim Musgrave

Business of the Presbytery

- Recognition of Ruling Elders attending Presbytery for the first time
- Statement of Quorum Maureen Wright, Stated Clerk
- 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

\*10:15 Educational Focus *Neighbors in Need: The Reality of WV Homelessness*  
Ashley Hawkins  
West Virginia Coalition to End Homelessness

11: 20 Announcements: Mission Committee

\*11:30 Morning Worship

\*12:30 Recess for Lunch

\*1:30 Afternoon Prayer Moderator

Report of the Stated Clerk	Stated Clerk
- Presentation of Procedural Matters	
Report of the Transitional General Presbyter	Maureen Wright
Report of the Leadership Team	Andy Rice
- Consideration of Recommendations for Bluestone Camp & Retreat	
Report of the Stewardship Committee	
- Financial Reports	Chris Alfred
“Good News from the Pews”	Moderator
This is a time of sharing good news from churches throughout the presbytery by Ruling Elder Commissioners only.	
Report of the Committee on Ministry	George Lilley
Report of the Trustees	Roger Perry
Report of the Vocations Committee	Todd Wright

New Business

Completion of Feedback Forms

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

Printed Reports for Information Only: Bluestone, Mission, Nurture, and Relations Committees

**Additional 2025 Stated Meetings:**

**August 16 – Fleming Memorial Presbyterian Church, Fairmont**

**November 15 – Old Stone Presbyterian Church, Lewisburg**

# **PRESBYTERY OF WEST VIRGINIA**

## **CONSENT AGENDA**

May 15, 2025

### **RECOMMENDATIONS:**

#### **From the Stated Clerk**

1. That the requests for Excused Absences be approved.

#### **From the Mission Committee**

1. That the offering from today's meeting be given to the West Virginia Coalition to End Homelessness.

**PRESBYTERY OF WEST VIRGINIA**  
**OFFICE OF THE STATED CLERK**

May 15, 2025

**Correspondence** was received 2/21/25 through 5/1/25.

1. 3/19/25 A letter from Lynne Foreman, Ministry Engagement Advisor, Presbyterian Church, (U.S.A.) thanking the Presbytery and its participating churches for the gifts supporting the One Great Hour of Sharing offering.

ACTION: Included in this report to be recorded in the permanent record of the Presbytery.

2. 3/31/25 A thank you note from First Presbyterian Church, Fairmont, for the Presbytery grant to help offset the increased expenses for their pastor’s medical insurance coverage and for the Presbytery’s prayers for the church and its mission.

ACTION: Included in this report to be recorded in the permanent record of the Presbytery.

3. 3/31/25 A letter from Synod of the Trinity Executive Forrest Claassen notifying the Presbytery that the Synod participates in the Ministry Partner Program with Brotherhood Mutual Insurance Company. This program seeks to promote high-quality property and liability insurance. In exchange for the Synod’s promotion of Brotherhood Mutual, it receives an annual ministry partnership payment. The Synod shares this money based on the participation of churches in each Presbytery. The letter included the gift of just over \$2,500 to the Presbytery of West Virginia based on the number of participating churches.

ACTION: Included in this report to be recorded in the permanent record of the Presbytery.

**RECOMMENDATION:**

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

**INFORMATION:**

1. The Presbytery Summary Statistical Report for 2024 follows this report.
2. The Presbytery recognizes the submission of a 2024 necrology report from Salem Presbyterian Church, Ronceverte, notifying the Presbytery of the death of Ruling Elder Paige Dickson, who died on April 6, 2024, after 25 years of service. The Presbytery celebrates the life of Ruling Elder Dickson.

## 2024 Presbytery Statistical Report

<b>Presbytery</b>	West Virginia		
<b>Address</b>	PO Box 11720, Charleston, WV 25339		
<b>Phone</b>	(304) 744-7634	<b>Fax</b>	304-744-7649
<b>Email</b>	<a href="mailto:office@wvpresbytery.org">office@wvpresbytery.org</a>		
<b>Web Site</b>	<a href="http://www.wvpresbytery.org">www.wvpresbytery.org</a>		




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### Membership

Prior Active Members	<b>5895</b>	Adjusted membership	<b>5894</b>
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<b>Gains</b>		<b>Losses</b>	
Certificate	51	Certificate	19
Youth Professions	19	Deaths	141
Professions & Reaffirmations	71	Deleted for any Other Reason	122
<b>Total Gains</b>	<b>141</b>	<b>Total Losses</b>	<b>282</b>
<b>Total Ending Active Members</b>	<b>5753</b>		

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<b>Baptisms</b>		Average Weekly Worship Attendance	<b>2629</b>
Presented by Others	36	Friends of the Congregation	706
At Confirmation	5	Ruling Elders on Session	472
All Other	14	Do you have Deacons? Yes / No	15 / 56

<b>Age Distribution of Active Members</b>		<b>People with Disabilities</b>	
17 & Under	290	Hearing impairment	315
18 - 25	275	Sight impairment	82
26 - 40	574	Mobility impairment	258
41 - 55	642	Other impairment	242
56 - 70	1136		
Over 70	1661		

<b>Total Age Distribution</b>		<b>4578</b>	<b>Gender Distribution</b>	
			Women	2749
			Men	1813
			Non-Binary	3

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<b>Youth in Congregation</b>			
Age 4 and under	140	Middle School (6th – 8th grade)	138
Elementary School (K-5th grade)	266	High School (9th – 12th grade)	183
		<b>Total Youth</b>	<b>727</b>

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<b>Racial Ethnic</b>			
Asian/Pacific Islander/South Asian	27	Native American/Alaska Native/Indigenous	2
Black/African American/African	25	White	4683
Middle Eastern/North African	5	Multiracial	27
Hispanic/Latino-a	11		
		<b>Total Racial Ethnic</b>	<b>4780</b>

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<b>Budgeted Income</b>	<b>8,047,557</b>		
<b>Budgeted Expense</b>	<b>8,614,895</b>		

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<b>Receipts</b>			
Regular Contributions	6,677,631	Bequests	812,468
Capital Building Fund	468,214	Other Income	722,939
Investment Income	2,168,599	Subsidy or Aid	64,840

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<b>Expenditures</b>			
Local Program	5,861,444	Investment Expenditures	420,876
Local Mission	635,014	Per Capital Apprt	150,155
Capital Expenditures	1,192,761	Other Mission	342,767

## PROCEDURAL MATTERS

### A. Principles of Parliamentary Law

- |                   |                                      |
|-------------------|--------------------------------------|
| - Courtesy to all | - One Item at a time                 |
| - Majority rule   | - Respect the rights of the minority |
| - Justice for all | - Partiality for none                |

- Usually pro and con speakers will alternate and individual speaking will identify his or her position.
- No one is allowed to speak more than once on a pending question until all wishing to speak have been heard; a person can then speak a second time, but no more than twice (unless the body gives special permission by two-thirds vote for a third speech).

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

1. "No new business shall be introduced after Presbytery recesses for lunch (unless by two-thirds vote Presbytery sets a different deadline for introduction of new business), and any new business not listed on the docket shall be presented in written form."
2. "...each elder elected an officer, 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 LEADERSHIP TEAM**

Andy Rice, Leadership Team Chair

May 15, 2025

### **RECOMMENDATIONS:**

1. The Transitional Plan for Bluestone Conference Center, Inc. shall be adopted by the Presbytery.

The Bluestone Working Group report and a supplemental document from Run River Consultants immediately follow this report.

**Rationale:** The Transitional Plan for Bluestone is the result of the Bluestone Working Group's comprehensive effort to determine the best path forward for both Bluestone Camp and Conference Center and the Presbytery of West Virginia (PWV). The plan considers the long-term best interests of both entities. It offers a way forward for Bluestone to thrive and develop as an entity founded within the PWV but no longer subject to its oversight. The plan frees the PWV from its ongoing and substantial obligations of administering the facilities and operations of Bluestone, while allowing for the continuing ministries of the Presbytery to access and enjoy the facility.

2. Elizabeth Lewis shall be nominated to serve on the Transitional Nominating Committee.

### **INFORMATION:**

1. The Leadership Team (LT) met on March 18 and again on April 10. The focus of the meetings continues to be on the work called for in the Strategic Plan, as well as the regular ongoing business of the Presbytery.
2. The LT reviewed and approved position descriptions for the Lead Presbyter position and the Communications Coordinator position.
3. The LT heard updates from the three currently active search committees (Lead Presbyter, Connectional Presbyter, and Communications Coordinator). All three groups are working diligently to get those positions posted for applications as soon as possible.
4. The LT discussed filling some unexpected vacancies on the Transitional Nominating Committee and is working to facilitate the work of that group. It is expected that current committees will need to continue their work through the 2025 calendar year, with new committees hopefully set to take up their work at the beginning of 2026.

5. The LT reviewed feedback forms from the stated February Presbytery meeting and the called March Presbytery meeting. The LT continues to struggle with the tradeoffs between the relational quality of in-person meeting discussions and the increased access afforded by online/hybrid meetings.
6. The LT reviewed proposed changes to the Manual of Operations in order to bring the manual into alignment with the transitional plan. The LT plans to bring those proposed changes to the Presbytery for a first reading at the earliest opportunity.
7. The LT again discussed the need for the Presbytery to incorporate as a legal entity. Documents to that effect are under review with counsel.

## **Transitional Plan for Bluestone Conference Center, Inc.**

Presbytery of West Virginia - Bluestone Working Group

Members: Zac Morton, Steve Cort, Amy Kesterson, Nellie Howard, and staff support, Susan Sharp Campbell and Maureen Wright

### **Preface:**

This report represents a comprehensive plan of recommendations from the Bluestone Working Group to the Leadership Team. These recommendations include the necessary steps, timelines and considerations for Bluestone Conference Center to eventually become functionally and organizationally independent from the operations and oversight of the Presbytery of West Virginia.

The Bluestone Working Group recognizes the need for Bluestone Conference Center to expand future opportunities, while also maintaining an appropriate level of relationship with the Presbytery to continue summer camp opportunities. The process described in this report includes a restructuring of the 501(c)3 status of Bluestone Conference Center, Inc. to become a stand-alone nonprofit, no longer under the umbrella of the 501(c)3 status of the Presbyterian Church (USA) - through the Presbytery of WV. If approved, this is not intended to be a legal document. A separate legal agreement will be created between the Presbytery of WV and the restructured Bluestone Inc.

Areas of Consideration for the Transitional Plan:

- Leadership and Board Development
- Staffing Structure & Focus
- Funds Development and Usage
- Endowment/Cash Transfer from the Presbytery to Bluestone Conference Center, Inc.
- Timelines for Transitional process
- Assessing Factors for Bluestone Conference Center Inc.'s operational sustainability.
- Expectations for current and future relationship with the Presbytery of West Virginia
- Facility and Grounds Needs
- Transitioning Strategies and Recommendations

# 1. Composition and Function of the Board of Directors for Bluestone Conference Center, Inc.

## Board Development

The most vital element of transitioning to an independent Bluestone Camp is the development of a new board of directors for Bluestone Conference Center, Inc. Our recommendations are as follows:

### 1 - Formation of Transitional Board

The Presbytery (Leadership Team) and Friends of Bluestone collaborate to appoint a Transitional Board that will exist for up to 3 years. Its purpose will be overseeing and managing the transition process, and for transitional board members to recruit appropriate replacements best suited to meet the needs and priorities of the future goals for Bluestone Conference Center, Inc.. We envision the composition of the transitional board to be composed ideally of 7-9 members.

### 2 - Composition of the Transitional Board:

- Two Representatives from the Bluestone Committee of the Presbytery (ideally one is a member of Leadership Team)
- Up to two Representatives from Friends of Bluestone
- One Representative from Presbytery Staff
- One ex-officio member from the Bluestone Staff
- Addition of one ex-officio Bluestone Staff - focused on marketing. (This person would be hired after the initial formation of the Transitional Board). Securing this staff member should be a priority of the Transitional Board.
- One Representative to provide legal perspective (Does not need to be affiliated with the Presbytery or Friends of Bluestone)
- Two members without affiliation with the Presbytery of West Virginia who represent non-profit and not-for-profit organizations and whose work intersects with the Bluestone Conference Center, Inc.
- Other member(s) of the presbytery at large as determined by the Leadership Team.

### 3 - Work of the Transitional Board

The Transitional Board will be responsible for the operations, budget and management of Bluestone Conference Center, Inc., including the writing of a mission and vision statement and developing the bylaws for the restructured 501(c)3 corporation. It is expected that the Transitional Board will collaborate with Bluestone

staff and Friends of Bluestone to identify opportunities for future growth as well as to implement strategies that capitalize on opportunities for expanding Bluestone's programming, visibility, and ecumenical/community partnerships.

The Transitional Board will assume responsibility for developing a new staffing model, making appropriate position hires, and providing oversight and direction for staff positions - placing a priority on hiring a marketing staff person who will also participate in the work of the Transitional Board.

The Transitional Board will be responsible for recruiting persons for a permanent Board, which will take the place of the Transitional Board and take over full responsibility for managing Bluestone Conference Center, Inc., independent of Presbytery affiliation. The Transitional Board will be responsible for identifying skills and experiences necessary for the permanent board, as well as recruiting and cultivating prospects who exhibit these particular skills and experiences.

The Transitional Board will meet with Leadership Team of the Presbytery of WV annually to discuss and evaluate progress. The release of matching grant funds may be contingent upon these discussions.

The composition of the permanent Board will be determined by the Transitional Board and should include no more than one representative from the Presbytery of West Virginia.

#### **4 - Development of Transitional Board**

The primary role of the Board (both transitional and permanent) is to function at the big-picture level of policy and strategy, while delegating operations to the staff.

Because these are uncharted waters for Bluestone Conference Center, Inc. and the Presbytery, a board development coach from Run River Enterprises will work with the Transitional Board, and then Permanent Board, to define and carry out their work and to develop their strategies and roles in this time of transition.

#### **5 - Forming a Permanent Board of Directors**

The key to the recruitment process will be the ability to describe the mission compellingly and reaching out to people who might be interested in that mission.

Members of ecumenical partner organizations that share values with the emerging mission of Bluestone Conference Center, Inc. should be considered when recruiting members for the Transitional Board, and as the Transitional Board recruits Permanent Board members. Current members of other non-profit boards in the area might be contacted with regard to individuals with previous non-profit board experience who would be good candidates for the Transitional and/or Permanent Boards.

There is considerable research documenting that boards are stronger and healthier when they are diverse in age, experience, gender and ethnicity, and we recommend the transitional and permanent boards reflect this value-driven data.

While current program participants and guests may be viable board candidates, it will be important for them to understand the goal is to take Bluestone Conference Center, Inc. into the future, not to preserve the current operation.

## 2. A New Vision & Mission for Bluestone Conference Center, Inc.

The future of Bluestone Conference Center, Inc. is closely connected to the development and integration of a new and expanded mission orientation. This begins with recognizing Bluestone Conference Center, Inc as an independent nonprofit, 501(c)3, organization and re-envisioning its purpose and programs beyond summer camp and West Virginia Presbytery, in order to serve individuals and groups in both faith-based and secular contexts for the common good.\* The final formulation and implementation of Bluestone's revised mission will be the responsibility of the Transitional and Permanent Boards. Some of the key mission components are:

- Rest & Renewal,
- Healing,
- Community building,
- Equipping, and
- Hospitality.

These components will play a crucial role in the recruitment, training, and operation of both Boards, as well as in future marketing, fund raising, and partnerships.

*\*Responsibility to 'mend the world' and serve the common good is inscribed into the very character of Christianity as a prophetic religion; it is a consequence of the commitment to love both the one God and neighbors. (quote from A Public Faith, How Followers of Christ Should Serve the Common Good by Miroslav Volf)*

### **3. Financial Planning and Considerations**

A major overhaul of the mission, vision, goals and operations of Bluestone Conference Center, Inc. also means a major overhaul of the financial plan for the Camp, examining and evaluating cash flow, financial resources management, payroll and administrative duties, as well as funds development and maintaining financial due diligence in alignment with a 501(c)3 non profit status. The following is a breakdown of financial considerations, as well as recommendations for Presbytery funding commitments in both the long and short term.

#### **Cash Flow/Business Plan -**

Included in this report, you will find a preliminary business plan - based largely off the report from Run River Consulting (see pages 25-26 of the Run River report). This business plan reflects a general strategy with measurable benchmarks for Bluestone to establish new cash flow and revenue streams and the level needed to maintain the operations and support the staff of the camp.

We recommend that in Year 2 of the transitional process the Transitional Board, in coordination with Leadership Team, work on a more detailed Business Plan for Bluestone Conference Center, Inc. that closely reflects the renewed vision and mission of the camp. This business plan will form the financial foundation that will inform the work of the staff and board, and help the Board develop measurable outcomes and strategic goals for the staff and camp operations. This detailed Business Plan is a key step in the process of moving Bluestone Conference Center, Inc towards financially sustainable independence.

#### **Financial Resources Management -**

Currently Bluestone Conference Center, Inc benefits from the financial management staff of the Presbytery of West Virginia. We recommend that the financial management of all camp assets operate independently, without use of Presbytery financial management support, by the beginning of year 4 of the transitional plan. The Transitional Board shall be responsible for determining whether financial management services, as well as support services such as payroll, taxes, and billing should be handled internally, by designated staff, or supported externally by a contracted entity.

#### **Funds Development -**

The Funds Development of Bluestone Conference Center, Inc. will be critical in helping to create a solid foundation during the transitional period. The work of Friends of Bluestone has helped to establish a critical and consistent donor base of support for Bluestone, which will be critical to build upon.

#### **Strengthening Existing Donor Base -**

The Transitional Board will work with Friends of Bluestone to reach out to the existing donor base to communicate the renewed vision and mission for Bluestone Conference Center, Inc. Developing strategies to



communicate the details of the transitional plan to help donors comprehend a clear and exciting new path for Bluestone Conference Center, Inc. will be essential for strengthening relationships with current supporters and connecting with them as partners in the transitional process. Thus, we recommend there being some level of continuity and connection between the Friends of Bluestone and the Transitional Board.

### **Developing A New Donor Base -**

We recommend that Bluestone Conference Center, Inc. develop a strategy and identify potential supporters to support the new vision and mission of Bluestone, Inc., as well as individuals and organizations who have been involved with the camp but not been involved with financial support of the camp. As part of this process, we also recommend re-engaging with lapsed supporters and making an intentional invitation for them to renew their support and partnership with Bluestone.

### **Endowment Fund Development and Support:**

We recommend that an Endowment Fund be established with an independent giving campaign to raise funds. Its primary purpose being to aid in the necessary improvements to the camp facility and grounds and help offset the inevitable event of unanticipated repair and maintenance costs.

To incentivize an endowment fund capital campaign, we recommend the Presbytery offer matching gifts of 2:1 for funding dedicated to this purpose. For every \$1 that is raised for the Endowment Fund, the Presbytery will give \$2 towards the same fund (Presbytery Funds as determined by Leadership Team). The maximum gift of the Presbytery for this purpose will be \$400,000, to be given or committed by the end of year 3 of the transitional process. (For example - If Bluestone is able to raise \$200,000, then Presbytery will give \$400,000, resulting in a \$600,000 Endowment Fund for Bluestone Conference Center, Inc.)

### **Calendar of Support During Transitional Period:**

Currently the Presbytery supports 100% of the staffing costs and benefits for Bluestone, Inc. We recommend the Presbytery plan a decreasing level of support for staffing costs during the transitional period as follows:

<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
85%	70%	50%	30%	15%
\$95, 599	\$80, 302	\$58, 506	\$35, 806	\$18, 261

\*Based on a 2024 personnel budget of \$112, 469 - and incorporating 2% Cost of living raise per year

Currently the Presbytery supports 100% of the insurance costs for Bluestone Conference Center, Inc. We recommend the Presbytery decrease its level of support for insurance costs during the transitional period as follows:

Property Insurance:

\$12,896	\$10, 620	\$7,586	\$4,552	\$2,276
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### **Ongoing Presbytery Connection:**

#### **Presbytery Summer Camp**

During the five-year period of transition, Bluestone Conference Center, Inc. will be available for a minimum of two weeks to the Presbytery of West Virginia for summer camp programming. The Presbytery of West Virginia would be responsible for the cost of the facilities and food for their weeks of summer camp and retreat opportunities.

We encourage the Permanent Board work closely with the Presbytery of West Virginia to develop a model for the continuation of Presbytery summer camp programming beyond the period of transition.

#### **Outstanding Debt:**

We recommend that the line of credit (a maximum of \$75,000) Bluestone currently carries with the Presbytery continue to be available through year 4 of the transitional process so long as minimum payments continue to be made.

Bluestone Conference Center, Inc. also carries a Small Business Loan (from COVID assistance) in the amount of \$24,435 (as of March 2024) and a loan on the tractor of \$1,778 (as of March 2024 - expected to be paid off by September 2024)

#### **Debt Remediation:**

It is the recommendation of the Working Group that the Presbytery provide a means for Bluestone Conference Center, Inc. to begin their new independent 501(c)3 status free of debt. Thus, we recommend a forgiveness of the full balance of the Presbytery Line of Credit to Bluestone at the end of year 4, not to exceed \$75,000. In addition, the Presbytery would pay off the outstanding amount on the Small Business Payroll Protection Loan (referenced above).

**Funding for Board Development:**

We recommend the Presbytery provide funding for the support of a Board Development Coach (our recommendation is to utilize Run River Enterprises) at the amount of \$4,000 per year through the duration of the Transitional Process (5 years total). Allowing for normal increases for service over that time, we recommend the Presbytery set aside \$25,000 to cover costs for coaching resources and associated costs.

**Facility Contingency Fund:**

Bluestone Conference Center, Inc. has ongoing facility needs, and at any given moment a large, unanticipated facility expense could derail the cash flow situation for the camp. To protect Bluestone during the fragile transition period, we recommend the Presbytery set aside a Facility Contingency Fund in the amount of \$100,000. The purpose of this fund would be to cover unanticipated facility repair costs, deemed necessary by the Leadership Team of the Presbytery, in any amount over \$7,500.

This fund should exist under the financial management of the Presbytery of WV during the duration of the transition process (end of year 5), and Bluestone Conference Center, Inc. would request funds for any necessary repairs through Leadership Team (LT would need to have a mechanism for quick response, in the event of any facility emergencies).

**Financial Commitment Overview:**

Total Personnel Commitment : \$288, 474

(Over the 5 year transition period, from the Presbytery of West Virginia operating budget)

Property Insurance: \$37,930

Board Development Fund: \$25,000

Facility Contingency Fund: \$100,000

Maximum Fundraising Match: \$400,000

Total Debt Remediation: \$99,000

**Total Financial Commitment (Maximum) - \$950,404**

## 4. External Resources and Community Assets

It is vitally important that the Transitional Board and subsequent Permanent Board be given the time and resources to develop and implement a new strategy for Bluestone Conference Center, Inc. External community resources and relationships with potential partner organizations need to be developed and cultivated.

### Partnerships

Partnerships with nonprofit and/or for-profit organizations are absolutely essential for the future success of Bluestone Conference Center, Inc. Both the Transitional Board and the Permanent Board must seek out missionally aligned organizations to collaborate on programs and services. A partnership represents organizations that are most likely to utilize Bluestone's resources on a recurring basis and/or may be invested in the leadership and direction of Bluestone.

Some possible partnerships might include:

- Organizations offering camps for children or families facing particular medical conditions;
- Organizations focused on recovery programs and services for children impacted by addiction;
- Hospice and other grief support organizations;
- Prison Ministry organizations offering camps for children of incarcerated parents; and
- Family Service organizations offering camps for children in foster care, single teen parents, and grandparents raising grandchildren.

Such partnerships would allow Bluestone Conference Center, Inc. to focus on basic camp operations while partners would be responsible for the particular content of their camps.

## Timelines for Transitional Process:

- As part of the scope of their work, the Working Group interviewed other presbyteries and camps that have undertaken similar work - where the camp became independent from the operations of their local presbytery. Per those conversations, we highly recommend a gradual process of disaffiliation, including financial support, so that Bluestone Conference Center, Inc. has an appropriate amount of time to make this substantial transition.
- We recommend a 5-year transition plan for Bluestone to work towards full autonomy and sustainability. This transition plan allows a level of flexibility and growth for Bluestone Conference Center, Inc. to become fully independent from the Presbytery of West Virginia.
- During the 5-year transition, we recommend the Transitional and/or Permanent Board(s) meet with the Presbytery Leadership Team at least annually to share transitional plan progress and evaluate any necessary changes or updates to the transition process.

The following is a general outline of the transition plan:

### Year 1

- Transitional Board formed, works collaboratively with Bluestone Committee. (The Transitional Board focuses on visioning, recruitment and long term goal-setting, while the Bluestone Committee supports operational and detailed functions of the camp.)
- Presbytery supports 2025 Bluestone staff positions\* at 80% rate.
- Presbytery retains insurance responsibility.
- Presbytery retains management of payroll, accounting, and benefits for Bluestone Inc.
- New staffing model developed, hiring of dedicated marketing/promotional staff person to replace the Program Director position.

### Year 2

- Transitional Board assumes full authority for management of Bluestone Camp.
- Bluestone Committee exists in advisory role (unless the Transitional Board would benefit from the Bluestone Committee continuing to support operational details).
- New staffing models are implemented and managed.
- Presbytery supports 2025 Bluestone staff positions\* at 60% rate.
- Presbytery retains management of payroll, accounting, and benefits management.
- Bluestone Conference Center, Inc. assumes insurance responsibility.

- (early year 2) Bluestone Committee and Transitional Board report to presbytery Leadership Team on progress of Transitional Plan Implementation.
- Conduct search for Part time Executive Director - position to start in January of Year 3.

### **Year 3**

- Transitional Board continues to manage Bluestone Conference Center, Inc.
- Transitional Board recruits permanent Board for Bluestone Conference Center, Inc.
- Bluestone Committee of the Presbytery is dissolved.
- Bluestone Conference Center, Inc. assumes responsibility for all financial, payroll and benefits management.
- Presbytery supports 2025 Bluestone staff positions\* at 50% rate.
- Transitional Board shares plans for permanent Board of Directors, and allocates monies for permanent board development consultation.

### **Year 4**

- Permanent Board assumes management of Bluestone Conference Center, Inc., works with board development consultation, and Transitional Board functions in advisory role.
- Presbytery supports 2025 Bluestone staff positions\* at 30% rate.
- Outstanding Lines of credit from Presbytery of West Virginia must be paid in full.

### **Year 5**

- Presbytery supports 2025 Bluestone staff positions\* at 15% rate.
- Dissolution of the Transitional Board.

\* 2025 Bluestone staff positions - refers to two staff positions - Facilities Director and Program/Marketing Director

## **ADDENDUM 1: Bluestone Working Group Timeline**

FALL 2021 - Bluestone Working Group Charged by Leadership Team

Original members: Amy Kesterson, Zac Morton, Ed Thompson, Andy Rice, Jennifer Crowe, Parry Johnson

Fall 2021-Spring 2022

Research Phase

Gathered all pertinent Bluestone Information from the past decade of camp operations - financial statements, camp documents, enrollment, staff reviews, presbytery documents, lease documents, etc.

Members identified other camps and presbyteries who have engaged in similar processes over the past two decades. Each member had conversations with camps and/or presbyteries and brought information back to the group for evaluation.

Summer 2022 - WINTER 2022/23

Conversation Phase

The Working Group held a series of conversations around possible options and ideation regarding the viability of Bluestone undertaking a process of transitioning to an independent camp and conference center. The Group spoke with Presbytery Staff, Bluestone Committee, and Friends of Bluestone, etc.

WINTER 2023-FALL 2023

Consulting Phase

The Presbytery hired a consulting group - Run River Enterprises- to help conduct a full review and assessment of Bluestone's viability as an independent entity. Run River works specifically with camps in mainline denominations. We worked with Pam Harris, who led us through a process of evaluation, conversations with invested groups, and reflection with Presbytery Staff and leadership. Run River produced a full report received by the Presbytery in October 2023.

WINTER 2023 - Summer 2024

Report Phase

The Working Group has spent a majority of its time evaluating all gathered information, doing a comparative analysis with the Run River report, and producing a final report draft to submit to the Leadership Team that outlines and details the recommended process of Bluestone Conference Center, Inc. transitioning to operate independently of the Presbytery of West Virginia.



## **ADDENDUM 2: Summary of Conversation with Army Corps. Of Engineers**

Meeting - May 2, 2024 @ Village Chapel Presbyterian Church

In attendance: Zac Morton, Nellie Howard, Susan Sharp Campbell, Maureen Wright, Carly Raynes (Army Corps)

1. The Army Corps. of Engineers lease is due for renewal in 2029, presenting an opportunity for any possible transitions or alterations to the new lease, as well as an opportunity for the Permanent Board to seek a leasing agreement that benefits an independent Bluestone Conference Center, Inc.
2. The Lease with the Army Corps of Engineers is with Bluestone Conference Center, Inc., and if there is not a change to the name of the organization then there is no need to change or alter the current lease agreement. If a change to the name of Bluestone Conference Center, Inc. were to occur, the Army Corps. of Engineers would need to be contacted to alter the lease agreement.
3. The Army Corps. of Engineers requires that the land and facilities be open to the benefit of the general public - which gives a wide breadth of use for the facility and land, so long as it does not operate as a private club or organization.
4. The Army Corps. of Engineers should be kept informed once the transitional process is initiated, and kept informed of major developments through the process.
5. In the event Bluestone Conference Center, Inc. would seek to cease operations, the Army Corps. of Engineers would seek bids on the lease of the facilities. If a new lessee could not be found in an appropriate amount of time (more than one year), the Army Corps. COULD enforce the clause regarding returning the grounds to their original state (this would involve significant investment to remove and raze buildings and facilities).

## **Glossary of Terms:**

Bluestone Working Group - Team appointed by the Leadership team of the Presbytery of West Virginia to explore and make recommendations regarding details of a transition process for an independent Bluestone Conference Center, Inc.

Bluestone Committee - The elected and appointed committee of the Presbytery of West Virginia that oversees and manages camp operations and policies.

Friends of Bluestone - An independent organization established for development and fundraising in support of Bluestone Camp operations.

Run River Consultants - A consulting group that advises mainline denominational camps to develop practices and strategies to support and transition camp and conference facilities that were once primarily operated as 'summer camps.'

Transitional Board - A functional board for Bluestone Conference Center, Inc. that will function as a temporary board during the transitional process.

Permanent Board - A permanent board for Bluestone Conference Center that will assume all responsibility for Bluestone Conference Center Inc.'s management, operations and policy.

We thank the following individuals who served on the Bluestone Working Group:

Amy Kesterson	Zac Morton	Stephen Cort	Nellie Howard
Maureen Wright	Susan Sharp Campbell	Ed Thompson	Jennifer Crowe
Parry Johnson	Andy Rice		

Respectfully Submitted by the Bluestone Working Group:

Zac Morton  
Amy Kesterson  
Stephen Cort  
Nellie Howard  
Susan Sharp Campbell  
Maureen Wright

July 2024

# Bluestone Camp and Retreat Center

## The Presbytery of West Virginia



**Run River Enterprises**  
Tully NY

November 2023



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## Introduction & Process

### Introduction

This process was designed to explore the future viability of Bluestone Camp and to develop recommendations regarding the transfer of operations from the Presbytery of West Virginia to a nonprofit corporation.

This process is a common one for many camps with a denominational affiliation. Most judicatories are currently unable to continue the direct operation of a camp or retreat center either from the perspective of organizational capacity, funding, or, most commonly, both. For most sites, being in a 501(c)3 framework offers significant advantages.

Most sites are stronger and healthier in a 501(c)3 framework. There is a formal board of directors dedicated only to the needs of the camp to provide the necessary oversight. This group can concentrate on decisions and policies which are in the best interest of the camp. Additional funding sources are often available for a 501(c)3, and many donors appreciate the opportunity to give directly to the camp. Decisions can typically be made and acted upon more quickly. Other organizations are often willing to explore mutually beneficial partnerships.

For many sites, the missional relationship with the founding judicatory is strengthened through this new structure. While the 501(c)3 tends to have a broader interest than the judicatory, the relationships between the Presbytery and the camp can focus on the programs and initiatives that are in missional alignment.

There are some risks for the camp. A primary one is fiscal solvency. There must be sufficient funding for a healthy operation that is sustainable into the future. A basic definition of sustainability is that meeting the needs of the present does not compromise the future. So, for example, if funds are not reserved to meet foreseeable major maintenance needs, that may meet the needs of the present by making more money available for current operations but will compromise the future of the organization. Another risk for the camp is the ability of the

501(c)3 to provide adequate oversight and direction to the site. If oversight is limited or lacking, there are multiple, potentially serious consequences.

There are some issues to address and resolve in this process. The Presbytery of West Virginia seems to be taking a careful and prudent approach to this process to ensure the success of any transition and the continued operation of Bluestone Camp. This work be seen as a positive investment in the ministry of the camp, and as a significant acknowledgment of the value of experiences at Bluestone. The Presbytery is truly seeking the best path forward for the site and its ministry.



### **P**rocess

This process was a collaborative one with the Bluestone Working Group, exploring the current realities of Camp Bluestone and the options for the future. Recent and relevant data was collected and analyzed to provide a baseline. Multiple meetings were held from May through September with the Bluestone Working Group and with a larger group of Bluestone supporters. Individual conversations were held in October with members of the Friends of Bluestone. Emails and phone calls provided additional information as necessary.

### **C**onclusion

As a result of these multiple conversations and meetings, along with the review of available data, the consultant concludes that it is a sound plan to transfer the operation of Camp Bluestone from the Presbytery of West Virginia to the Friends of Bluestone, provided the work below is accomplished.





## Create a Healthy Nonprofit

### **C**reate a healthy non-profit organization

As an organization, Bluestone is not a camp; it will be a nonprofit organization whose mission is fulfilled by offering programs such as a summer camp and retreats, and hosting groups. The first responsibility is to be a healthy and viable nonprofit.

Both state and federal laws govern the activities and actions of a 501(c)3 organization. There are benefits offered in exchange for the good that is accomplished, but there are also expectations of organizations. The Internal Revenue Service offers an excellent overview of federal expectations in a website for 501(c)3 organizations: <https://www.stayexempt.irs.gov>

Some of the structure that goes into this process is already in place. Often camps must form a new 501(c)3 organization. Bluestone is fortunate to have an existing 501(c)3 which can be “repurposed” for this new work. So, the work of establishing a 501(c)3 is not necessary, but the critical work of making sure that the organization is strong and has sufficient capacity to take on this work is indispensable.

The Friends of Bluestone is the group that is probably the most invested in the continuation of Bluestone as a camp and retreat center. There is both history and activity on behalf of Bluestone. There is an established donor base and regular fundraising activities. This is the group that has a “head start” on becoming a 501(c)3 that is capable of operating the site.

The Friends of Bluestone (FOB) organization was formed at a particular time of crisis when there was consideration of whether to close the site. The primary purpose of FOB was to help generate the funds necessary to continue operations. This purpose and work have continued as the sole mission of FOB. To undertake the work of operating the site and its programs, FOB needs to greatly increase its organizational capacity. This is probably the most significant undertaking in this process – to ensure that FOB has the organizational capacity to take on the work asked of it. Given that the FOB was originally



structured for a much more limited purpose, it will need to develop this capacity from both current members and others not yet associated with it.

The Presbytery is asking FOB to expand its interest in Bluestone and to transition to an organization that has the capacity to:

1. Discover a strong and viable mission;
2. Develop a healthy and capable board of directors for the work of oversight;
3. Seek and establish successful partnerships;
4. Fulfill a reasonable business plan, achieving required occupancy levels.
5. Establish a successful development program capable of raising adequate annual (unrestricted) funds, funds for special projects, and building an endowment;

It will be necessary for the Presbytery to help FOB with this development. This is a significant organizational transformation, and FOB will need resources and support to be able to accomplish this. Specifically, support will be necessary in the areas of:

- Funding
- Identifying and recruiting board members
- Board development
- Development of systems, such as administrative systems
- Development of policies, such as personnel and fiscal policies

The goal of both the Presbytery and Friends of Bluestone is to create a healthy and successful nonprofit capable of doing the work that is being asked of it. While there is significant work necessary for this path to be successful, it is in the long-term best interest of Camp Bluestone to be operated in this way. This is an opportunity for the Friends of Bluestone to truly secure the future of Bluestone. It does involve expanding the purpose and mission of Friends of Bluestone, and it involves expanding the group of those who are a part of Friends of Bluestone

The current investment of the Presbytery in this process should be seen as a way of valuing the work that has been done historically at Bluestone and can be done in the future.

## Organizational Development

Organizational development focuses on the systems and structures that make up the infrastructure of the organization. The intent is to ensure that the organization has the capacity, or the organizational health and effectiveness, to accomplish its goals. It seeks to align the mission, strategy, resources, and metrics of an organization. It includes the work of both the board and the staff, the financial systems, and the information systems. Several areas of focus are critical. For a nonprofit organization, these key areas are typically:

- Governance (the health and function of the Board of Directors)
- Staffing (the size, structure, and skills that are necessary to sustain the goals of the organization)
- Fund Development (the process of utilizing volunteers and staff to cultivate donor relationships and extend invitations to support the ministry)
- Administration (practices related to data analysis, financial management, communication, tracking the accomplishment of goals, and supervision of staff and volunteers)
- A stable financial system (creating and achieving the financial dynamics that are sustainable)



## Mission

First and foremost, there must be a deeply missional basis for the continued operation of Bluestone Camp & Retreat Center. This is more than the creation of a mission statement, though a meaningful statement is necessary. The reason that Bluestone exists and would continue to operate as a 501(c)3 must be mission-driven. There must be a purpose that is clear and compelling, and able to attract both participants and supporters.

Many individuals commented during this study that the property is strikingly beautiful and that people are renewed by their time on the property. While this is undoubtedly true, that alone does not create a missional imperative for an organization. There are many beautiful places in the world that God has created, and people are often able to find a sense of renewal in those places that refresh and inspire. A mission-driven organization builds upon the naturally occurring blessings of a place to accomplish a defined purpose.

This mission should be explored and articulated by the Transition Team (see below). During the study process many ideas surfaced for a mission, centering on a place of healing, restoration, and renewal. The study group felt confident that a team would be able to discover a mission that both honors the history and tradition of Bluestone Camp as a ministry of the Presbytery and leads Bluestone into a sustainable future.

### Board Recruitment and Development

The strength of the Board is arguably the most essential feature of a healthy nonprofit organization. As issues, challenges, and opportunities arise, the ability of the Board to take advantage of opportunities, effectively address challenges, and successfully face issues will determine the course of the organization. The Board is the embodiment of the health of the organization. If the Board struggles to do its job, then the organization will falter in its ability to accomplish its mission. If the Board is effective, then the organization can faithfully execute its mission.

The primary role of the Board of Directors is to function at the level of policy and strategy, while the staff assumes responsibility for operations and implementation. A strong board focuses on long-range and large-scale (big picture) questions, avoiding micromanagement.

Recruiting a board of directors with the capacity to provide appropriate oversight is the most critical step in this transition. It is usually not the case that the board of an affinity group, such as the Friends of Bluestone, is able to shift its function to take on the new role. Usually, the strongest approach for the transition is for the current board to continue in place and continue the critical work of fundraising, while a new board is being recruited and trained for the role of overseeing operations. There may be some members of the current FOB board who would be able and willing to serve on the new board, but that should be limited to a few people.

Most boards work with a matrix of skills and experience to be well-rounded and able to effectively attend to the scope of work required for a board. Growing a board requires significant time and attention. Determining what skills and experiences are necessary, developing and cultivating prospects, and bringing new people into the work is an ongoing process that requires significant attention.

Finding prospective board members is a process of relying on and exploring networks and connections. Other congregations and denominations may know people who would be interested in the emerging mission of Bluestone. Current program participants and guests may also be viable candidates, but it's important for them to understand the goal is to take Bluestone into the future, not to preserve the current operation. Talk with other nonprofits in the area; they may know people who have completed terms of board service and are

interested in continuing to serve. Seek diversity of ages, experiences, and ethnicity; there is considerable research documenting that boards are stronger and healthier when they are diverse.

The key to the recruitment process will be the ability to describe the mission compellingly and reaching out to people who might be interested in that mission. Cultivate a prospective board member as you would cultivate a major donor, you are asking for a significant commitment. Be sure that there is a process of cultivation; the first contact is not a question about serving on a board. Be prepared to get to know the person and allow the person to get to know Bluestone and the vision for its future. Always ask people who else they know that might be interested.

Ideally, the recruitment process should generate a pool of 25 or 30 candidates. Some people may be good candidates now and some may be good candidates in future years.

Beyond the process of recruitment, there should be a defined plan for training the new board and helping them to grow into being a proficient board. Training includes understanding the role and responsibilities of a board, increasing skills for individual board members, and helping the group develop effective group processes.

### Staffing

A 501(c)3 organization will need an Executive Director to provide the executive functions of the organization. Executive functions in an organization typically include:

- **Vision** – along with the board, the Executive Director casts the vision and continually holds it before the organization.
- **Working with the Board** – the Executive Director is the connection between the work of the board and the work of the staff.
- **Head of staff** – the Executive Director is fully responsible for the work and performance of the staff.
- **Financial oversight**, including operations and assets – the Executive Director is responsible for implementing the financial policies of the organization and for achieving financial goals.
- **Fund Development** – the Executive Director works with the board and staff to develop and implement a comprehensive fund development strategy.
- **External partnerships** – the Executive Director works to establish and develop external relationships with other organizations whose missional goals are in alignment with Bluestone for the benefit of all organizations.

Those functions have historically been provided by the structure and personnel of the Presbytery, with the help of the existing FOB board in fundraising. It's unreasonable to presume that current staff could shoulder this work without a significant loss of current functions. Given the specialized nature of Executive work, it is highly recommended that additional staff be hired for these responsibilities as soon as possible.

In the transition time before an executive can be hired, the emerging board will need to assume some of these responsibilities.

- The Transition team, along with the emerging board, would care for the functions of casting a vision for the new organization, recruiting and developing the new board, and initiating external partnerships.
- The existing FOB board would continue the work of fundraising until the new board and Executive Director are in place and able to assume that work.
- The Presbytery would continue the work of financial oversight and staff supervision until the new board and the Executive Director can assume those responsibilities.

The chart below describes how functions can be managed through the transition and handed off to an incoming board and Executive Director.

	Year One	Year Two	Year Three	Year Four	Year Five	Year Six
Vision casting	Transition Team	Transition Team	New FOB board	New FOB board & Executive Director	New FOB board & Executive Director	New FOB board & Executive Director
Board Development	Transition Team	Transition Team	New FOB board	New FOB board & Executive Director	New FOB board & Executive Director	New FOB board & Executive Director
Head of Staff	Presbytery	Presbytery	Presbytery	Executive Director	Executive Director	Executive Director
Financial Oversight	Presbytery	Presbytery	New FOB board	Executive Director	Executive Director	Executive Director

Fund Development	Existing FOB board	Existing FOB board	Existing FOB board & New FOB board	Executive Director & New FOB board	Executive Director & New FOB board	Executive Director & New FOB board
External Partnerships	Transition Team	Transition Team	New FOB board	Executive Director & New FOB board	Executive Director & New FOB board	Executive Director & New FOB board

The work of developing an effective nonprofit and board will be a significant undertaking. It will be helpful to maintain staffing in operations to continue the smooth operation of the site while an executive director focuses on developing the health and strength of the nonprofit.

### Business Plan

A complete business plan, including a five-year financial plan, is critical. An initial draft of the plan is included with this report but should not be considered to be final.

Some notes on the preliminary financial plan:

- It is a draft only at this point and is designed to represent the budget as it might look in five years, with summer camp programs being primarily hosted & partner programs. Numbers from the 2023 budget provide a baseline.
- This is not intended to be prescriptive, but to demonstrate necessary levels of growth in earned revenue and in unrestricted giving for operations. There are many variables in the future, including what benefit costs may be for a new 501(c)3.
- Summer camp revenue and expense does not include program; while this is currently the case, that activity has been omitted to demonstrate what the budget might look like in 5 years.
- Any current debt should be cared for outside of the operating budget; it will be critically important for the new 501(c)3 to not assume any historic debt.
- Capital improvements are not included in the operating budget; those should be funded separately.

The initial draft of the five-year plan shows a deficit in year four, with the planned hire of a part-time executive Director. That projected deficit could be cared for in a variety of ways, including a mid-year hire to reduce costs. Some organizations conduct a small capacity-building campaign to fund an ED position for the first few years in order to help that position become established.

## Marketing

A sound marketing plan to reach financial goals is essential. Such a plan would typically be designed and implemented by staff, though that work will have to be shared with the board of directors, especially in the time before an Executive Director is hired.

The process of marketing is the process of influencing the decision to become involved at Bluestone Camp, as guests, volunteers, donors, and leaders. Currently, each of those groups is small and should be expanded through a sustained marketing plan, designed to accomplish missional and fiscal goals.

While a full marketing plan is beyond the scope of this study, any marketing plan involves correctly identifying persons and organizations who are likely to be well served by participating in the ministry and designing initiatives to reach out to those persons with effective invitations. There are people and groups that Bluestone can probably serve well, and marketing begins with clearly identifying those people and groups and developing systems to connect with them. Effective printed and electronic materials can be designed only in this context.

The financial plan sets goals for specific levels of participation in partner programs, Bluestone events, and hosted groups. A marketing plan translates those goals into specific initiatives to reach and effectively encourage those persons to participate. Year 1 of the financial plan, for example, has goals of 4 weeks of hosted or partner summer camps with an average of 30 persons per week, 4 Bluestone events with an average of 20 persons per event, and 1,200 guest days in hosted groups. That translates to a marketing plan with specific initiatives to reach those three primary goals. Additionally, the goal for groups can be further broken down into groups of various sizes and lengths of stay. Once a tier has been developed, specific initiatives are developed for each of these levels of activity.

Groups	guests	nights
2	40	2
4	25	3
6	20	3
8	15	3
12	12	3
Total guest days		1,228

The site has both challenges and opportunities in its location and facilities. There are many things that it cannot do well or easily, however there are other things that it can do very well. Being able to correctly identify its strengths and leverage those strengths in marketing is critical.



## Fund Development

A comprehensive development program that addresses multiple needs, including operational support, special projects, and capital improvements, will be essential. It will be critical to build both a solid donor base and a systemic approach to giving for the new 501(c) 3 and its expanded mission.

One of the most important aspects of a development program is how relationships are developed with potential new supporters, and how these supporters are invited to participate in the ministry through donations and volunteerism. Relationships must be based on the needs and interests of the potential supporter. Connecting the mission of Bluestone with the interests of potential supporters is the critical first step in development. People should not be asked to give in any way before they have been helped to see the links between what they care about and what Bluestone accomplishes. Stories can be an especially effective way to deepen relationships. If a congregation cares deeply about helping young adults grow in faith, then stories of how that happens at Bluestone will deepen the connection of that congregation to Bluestone. If a family cares deeply about the stewardship of Creation, then stories of children experiencing a clear and unpolluted night sky will help that family be more deeply attached to Bluestone.

Invitations to become a donor or a volunteer for the first time should be intentional and compelling. Invitations to give, to volunteer, or to become more deeply involved in Bluestone are not general announcements of need. They are instead personalized calls to action to which a person, family, or church may easily respond. Not all invitations are a request for money or service. Some important appeals are opportunities for prayer, advocacy, and connecting with others.

All development is based on this ongoing work of forming relationships and extending invitations. Every contact that Bluestone has with its supporters and potential supporters should serve the goals of relationship and invitation.

Each year, there should be specific objectives and initiatives to meet goals for:

- the number of new supporters, both donors and volunteers;
- the percentage of donors and volunteers who increase their support;
- increases in the average size of gifts or the number of volunteer hours.
- decreases in the number of lapsed supporters and the giving from lapsed supporters.



For funds that are raised annually, such as camperships and general operating support, annual goals should include:

- total dollars raised;
- total number of and increase in new donors;
- total number of and increase in donors with increased giving; and
- total number of and increase in monthly donors.

In a development program, there must be adequate “entry points” for new supporters. For donors, this is often smaller, designated gifts that are used for projects that directly impact the experiences of campers or guests. Examples include recreational equipment, mattresses, simple furniture pieces, or sponsorship of a communication piece.

For volunteers, entry points are often highly visible projects that contribute directly to the programs and services. New volunteers, especially, are often attracted by projects that directly improve the experiences of campers and guests. Increasingly, initial volunteer experiences may be in the context of another program (a service option during an event), or in family groups.

Monthly donors are often the key to a sustained development effort and often help prepare the way for major capital funding efforts. Invitations to become a monthly donor should be extended to the donors most likely to take advantage of the opportunity to be involved at that level.

An Endowment Fund for property and facility maintenance will be necessary to provide a consistent level of funding to upgrade, improve, and appropriately maintain facilities. Planned gifts are generally the best source of funding for an endowment. In the context of an overall design for development, specific annual goals should be set around the number of visits made and commitments/gifts received.

### Support of the Presbytery

This plan assumes that the Presbytery will be able to provide some support through the time of transition. That support might take the form of decreasing annual support or could take the form of a larger one-time gift that is available to Bluestone.

One option might be to create an endowed fund with a protected principal and specified parameters on the use of the interest. It might be especially effective to use the support of the Presbytery to launch a “matching gift campaign” so that a large gift from the Presbytery might help to jump-start a development program.

The most important dimension of Presbytery support in this transition is that it helps to build capacity in the 501(c)3. Whatever the form of the Presbytery support, the operating budget must rely on increasing earned revenue.

There may be other important ways for the Presbytery to support Bluestone in the transition, such as providing training for new board members, helping to fund a strategic planning process, or helping to eliminate any existing debt.





## Programs & Services

### **A** Program Spectrum

Program is the way in which the mission is translated into concrete experiences in the lives of persons and organizations. Program includes all of the services, events, and activities through which the mission is realized. Program often includes events sponsored by the site, but also includes hosting groups and providing services such as campfire or nature programs. Amenities that are offered by the site, such as nature trails or prayer spaces, are also part of the program, as they also contribute to the accomplishment of the mission of the organization in the lives of individuals and groups.

Program is a spectrum ranging from sponsored to hosted events. Events that are sponsored are those that are designed, marketed, and for which the content is controlled by the site, through its staff or volunteers. Typically, individuals or family units complete a registration process for these sponsored events. Traditional summer camp programs and retreats run by the site are examples of this type of program.

Events that are hosted by the site are generally those for which a group leader completes a reservation process. The group does its own marketing and manages the content of the event. The site primarily provides meals, lodging, and supplemental program services, such as trails, swimming, or ropes, as requested by the group. Hosted programs include those events in which church groups or other organizations use the site to accomplish their purposes.

Most sites need activity across this spectrum. Sponsored events are often the most expensive and labor intensive and yet are critical for accomplishing the mission and developing donors. Hosted events typically have lower overhead costs but are less likely to develop donors and may be less central to the mission. Partnerships are critical for their shared risk and shared resources.

## Partnerships

Partnerships are absolutely essential for any nonprofit organization, especially smaller ones. Partnerships are when missionally aligned organizations collaborate on programs and services that they could not do alone. Partnerships share the financial risk of any initiative and increase the available means by combining their resources.

The traditional children's camp could continue as a partnership with the Presbytery. The presbytery could provide faith-based content and custodial care, while Bluestone leadership focuses on hosting the program.

Other organizations as well may also want to offer a camp experience to their constituents and would welcome the opportunity to partner with Bluestone. Again, the partner organization cares the custodial care of campers and specialized program content, while the site provides room and board, and site-based activities (such as swimming). There are numerous organizations that could be interested in a summer camp experience but lack expertise in summer camp programming. Examples of partner camps include:

- Medical organizations provide camps for children or families facing particular conditions (e.g. cancer, diabetes, hearing or sight impaired, bleeding disorders)
- Organizations focused on recovery offer programs for children from families living with addiction;
- Hospice and other grief organizations offer programs for children that have experienced a loss of parent, sibling, or classmate;
- Prison ministry organizations offer camps for children whose parent is incarcerated;
- Family service organizations offer camps for single teen parents or foster care families;
- Environmental groups offer camps focused on stewardship and care of the earth;
- Churches and other denominations who do not own property are often seeking sites with which to partner to offer a summer camp.

A partnership allows Bluestone to focus on the basic summer camp operation and not be responsible for specialized content. Working with partners enables Bluestone to reach and serve the networks of those partnership organizations.

Partnerships can support a wide variety of programs and events, from summer camp programs to weekend retreats.



## Site & Facilities

### Site Master plan

It is strongly recommended that a full strategic plan, including a site master plan, be developed for Bluestone in this transition time. Developing a strategic plan can be a very useful process for a new board of directors. They will have critical conversations about mission, programs and services, fiscal sustainability, and site & facilities in the course of developing a comprehensive strategic plan. A board that has engaged in a strategic plan should be fully invested in the strategic future of the organization.

### Major Maintenance Planning

A major maintenance plan is a necessity for any camp/center. It documents any deferred or delayed maintenance projects, and projects maintenance needs into the future. This plan catalogs all building components such as roofs, HVAC systems, hot water heaters, flooring, surfaces, and furnishings; it includes all building components that have a predictable life cycle. A plan should document the last time any component was installed or replaced, its cost at that time, and its expected lifespan. The plan should then calculate the next expected date of replacement and the projected cost. This helps to ensure that components are replaced on a timely basis and supports the process of identifying adequate funding.

Often, major maintenance plans are funded through an endowment. A good rule of thumb is that an organization should plan to spend about 2% of the estimated replacement value of the facilities each year in major maintenance projects. If the estimated replacement value of the facilities is \$1 million, then it is reasonable to expect to spend \$20,000 a year for major maintenance projects. If an endowment is able to produce 5% interest, then a minimum of \$400,000 should be in an endowment for that purpose.



## Administration

### Policies

It will be for the new 501(c)3 to have adequate policies in place before assuming operations.

Such policies typically include:

- Personnel policies
- Policies of fiscal control, including investment policies
- Internal policies for the board, such as Conflict of Interest policies, and attendance & participation policies
- Policies around site and facility use, such as rates, cancellations, shrinkage, and activities not permitted on the grounds

### Insurance

Adequate insurance coverage is a key ingredient to a healthy nonprofit. The Friends of Bluestone group must be able to obtain sufficient insurance coverage to protect the assets of the organization and its leaders.

### Cash flow

Cash flow is a critical consideration for any nonprofit, especially one which has highly seasonal revenue. An in-depth cash flow analysis should be completed before the operation is transferred to the friends of Bluestone. This cash flow analysis will help to establish the level of cash reserves that will be necessary for the nonprofit. There are likely to be several avenues to establishing that necessary cash reserve. Current unrestricted funds may be used for



reserves. A small campaign to help fortify the resources of friends of Bluestone could be used to establish sufficient cash reserves. Finally, the Presbytery may have the capacity to help with necessary reserves.

### **A**ccounting Systems

It will be necessary for the new nonprofit to be able to handle its own bookkeeping and accounting. It is highly desirable for the nonprofit to begin to develop those accounting skills before taking full responsibility for them. An organization can start to keep a secondary accounting system which both creates critical historical financial information and allows the organization to practice maintaining books.

Accounting systems should be set up on an accrual basis, which recognizes revenue only when that revenue is earned. For example, if a group pays an advance deposit for a retreat, that revenue is not recognized until the group has their retreat. It is critical to be able to track deferred income.

It is also essential that any restricted funds be strictly held for the purpose for which they have been given.





## Transition

### **A** Transition Team

It is highly recommended that a Transition Team be appointed, with members from both the Friends of Bluestone and the Presbytery Bluestone Committee to oversee and direct the tasks related to the transition. This team would develop tasks lists and oversee their completion.

A suggested timeline follows.

### **T**imeline

This is a general guide of steps to be completed and a recommended sequence.

#### **Year One**

- Name a Transition Team
- Identify the legal issues which must be addressed, such as changes in by-laws
- Finalize a new mission and mission statement
- Finalize a start-up Business Plan
- Communicate with Presbytery, largely directed toward operations

#### **Year Two**

- Identify potential partners for the emerging organization
- Create a Development Plan
- Begin to shadow the accounting system
- Project current needs
- Identify, recruit, and train a new Board of Directors

#### **Year Three**

- Review insurance needs and secure insurance
- Communicate to develop partnerships



## Site & Facilities

- Con aining for the Board of Directors
- Complete a full strategic plan, including a site master plan and plan for major maintenance
- Creat al polices, such as per al control

### Year Four

- Hire (PT) Ex e Director
- Transfer opera o the Friends of Bluestone

### Year Five

- Complete sta o Friends of Bluestone





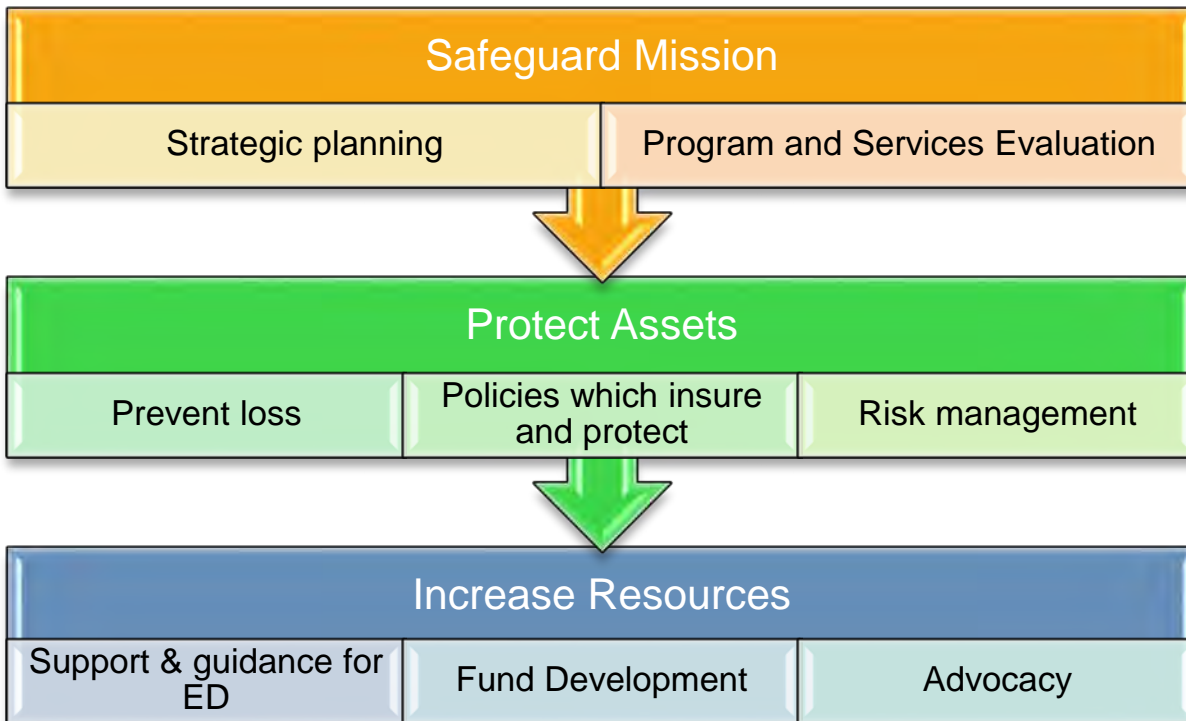
## Supporting Materials

Board Responsibilities .....page 24  
Draft Financial Plan.....page 25



# The Role of the Board

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## The Top Ten!

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The 2003 updated edition of his best-selling booklet from BoardSource's (formerly National Center for Nonprofit Boards) *Governance Series* entitled "Ten Basic Responsibilities of Nonprofit Boards" summarizes them as:

1. Determine the organization's mission and purpose
2. Select the chief executive
3. Provide proper financial oversight
4. Ensure adequate resources
5. Ensure legal and ethical integrity and maintain accountability
6. Ensure effective organizational planning
7. Recruit and orient new board members and assess board performance
8. Enhance the organization's public standing
9. Determine, monitor and strengthen the organization's programs and services
10. Support the chief executive and assess his or her performance.

**Bluestone Long Range Financial Plan Draft**

This financial plan is intended to show the operation of Bluestone apart from the summer camp operated by the Presbytery. It omits the revenue from its own summer camp program and includes summer camp revenue as it might function as a host site (charging for Room & Board and activities, but not for program and custodial care). The Program Director is omitted from this budget, both revenue and expense, as is the summer program staff. With partnerships, the revenue and expense for the program staff would be covered by the other partner.

This budget covers only ordinary operating revenue and expense. It is not intended to cover major maintenance or capital improvement items. It also assumed that no debt is carried or repaid by the operating budget.

	2023 Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Assumptions	
Revenue									
Summer Camps (partner programs)	weeks campers/week rate per week <b>Revenue \$ 31,500 \$</b>	4 30 250 \$ <b>\$ 30,000 \$</b>	4 34 258 \$ <b>\$ 34,608 \$</b>	5 38 265 \$ <b>\$ 49,905 \$</b>	5 42 273 \$ <b>\$ 57,570 \$</b>	6 47 281 \$ <b>\$ 79,695 \$</b>	6 53 290 <b>\$ 91,937</b>	6 53 290 <b>\$ 91,937</b>	12% increase in group size 3% increase in rate per year
Bluestone Events	events average people rate <b>Revenue \$ 6,000 \$</b>	4 20 85 \$ <b>\$ 6,800 \$</b>	4 22 88 \$ <b>\$ 7,564 \$</b>	4 23 90 \$ <b>\$ 8,415 \$</b>	5 25 93 \$ <b>\$ 11,700 \$</b>	6 27 96 \$ <b>\$ 15,619 \$</b>	6 29 99 <b>\$ 17,374</b>	6 29 99 <b>\$ 17,374</b>	8% increase in group size 3% increase in rate per year
Groups	Guest Days Rate <b>Revenue \$ 62,500 \$</b>	1,200 54 <b>\$ 64,800 \$</b>	1,296 56 <b>\$ 72,084 \$</b>	1,400 57 <b>\$ 80,186 \$</b>	1,512 59 <b>\$ 89,199 \$</b>	1,633 61 <b>\$ 99,225 \$</b>	1,763 63 <b>\$ 110,377</b>	1,763 63 <b>\$ 110,377</b>	8% increase in guest days/year 3% increase in rate per year
<b>Total Revenue</b>	<b>\$ 100,000 \$</b>	<b>\$ 101,600 \$</b>	<b>\$ 114,256 \$</b>	<b>\$ 138,505 \$</b>	<b>\$ 158,469 \$</b>	<b>\$ 194,539 \$</b>	<b>\$ 219,688</b>	<b>\$ 219,688</b>	
<b>Costs</b>									
Seasonal support staff	\$ 17,000 \$	\$ 18,288 \$	\$ 20,566 \$	\$ 24,931 \$	\$ 28,524 \$	\$ 35,017 \$	\$ 35,017 \$	\$ 35,017 \$	18.0%
Program Supplies	\$ 2,000 \$	\$ 2,032 \$	\$ 2,285 \$	\$ 2,770 \$	\$ 3,169 \$	\$ 3,891 \$	\$ 3,891 \$	\$ 3,891 \$	2.0%
Food Service Staff	\$ 22,000 \$	\$ 20,320 \$	\$ 22,851 \$	\$ 27,701 \$	\$ 31,694 \$	\$ 38,908 \$	\$ 38,908 \$	\$ 38,908 \$	percent of earned revenue for direct cost
Food & Food Service supplies	\$ 15,000 \$	\$ 15,240 \$	\$ 17,138 \$	\$ 20,776 \$	\$ 23,770 \$	\$ 29,181 \$	\$ 29,181 \$	\$ 29,181 \$	15.0%
Housekeeping Supplies	\$ 1,000 \$	\$ 1,016 \$	\$ 1,143 \$	\$ 1,385 \$	\$ 1,585 \$	\$ 1,945 \$	\$ 1,945 \$	\$ 1,945 \$	1.0%
<b>Net</b>	<b>\$ 43,000 \$</b>	<b>\$ 44,704 \$</b>	<b>\$ 50,273 \$</b>	<b>\$ 60,942 \$</b>	<b>\$ 69,726 \$</b>	<b>\$ 85,597 \$</b>	<b>\$ 110,747 \$</b>	<b>\$ 110,747 \$</b>	<b>44.0% Net revenue</b>
PWV Support (without Program Director)	\$ 89,764 \$	\$ 76,299 \$	\$ 64,854 \$	\$ 55,126 \$	\$ 46,857 \$	\$ 39,829 \$	\$ 33,854 \$	\$ 33,854 \$	15% decrease each year
Unrestricted Gifts	\$ 30,000 \$	\$ 34,500 \$	\$ 39,675 \$	\$ 45,626 \$	\$ 52,470 \$	\$ 60,341 \$	\$ 69,392 \$	\$ 69,392 \$	15% increase each year

Cash Reserves	\$	3,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Total Income</b>	\$	<b>165,764</b>	\$	<b>155,503</b>	\$	<b>154,802</b>	\$	<b>161,695</b>	\$	<b>169,054</b>	\$	<b>185,766</b>	\$	<b>213,993</b>				
<b>Personnel</b>																		
Executive Director	\$	39,699	\$	40,493	\$	41,303	\$	42,129	\$	42,971	\$	43,831	\$	44,708				2% increase each year
Facilities Director	\$	6,020	\$	6,051	\$	6,481	\$	7,249	\$	10,189	\$	11,349	\$	11,463				2% increase each year
Payroll Taxes	\$	27,432	\$	27,981	\$	28,540	\$	29,111	\$	29,693	\$	30,287	\$	30,893				4%
Health & Dental Insurance	\$	3,771	\$	3,846	\$	3,923	\$	4,002	\$	4,082	\$	4,163	\$	4,247				4%
Pension	\$	1,143	\$	1,166	\$	1,189	\$	1,213	\$	1,237	\$	1,262	\$	1,287				2%
Worker's Comp	\$	5,328	\$	5,500	\$	5,610	\$	5,722	\$	5,837	\$	5,953	\$	6,072				2%
<b>Administration</b>																		
Office and Administration	\$	3,659	\$	3,732	\$	3,807	\$	3,883	\$	3,961	\$	4,040	\$	4,121				3% of earned revenue goal
Marketing	\$	5,328	\$	3,048	\$	3,428	\$	4,155	\$	4,754	\$	5,836	\$	6,591				2%
Auto Insurance	\$	15,300	\$	15,606	\$	15,918	\$	16,236	\$	16,561	\$	16,892	\$	17,230				2%
<b>Site &amp; Facilities</b>																		
Utilities	\$	13,325	\$	13,592	\$	13,863	\$	14,141	\$	14,423	\$	14,712	\$	15,006				2%
Property Insurance	\$	22,600	\$	23,052	\$	23,513	\$	23,983	\$	24,463	\$	24,952	\$	25,451				2%
Buildings & Grounds	\$	138,277	\$	144,067	\$	147,576	\$	151,825	\$	188,172	\$	193,879	\$	198,281				
<b>Ovehead Expense</b>																		
Total Revenue	\$	222,764	\$	212,399	\$	218,785	\$	239,258	\$	257,797	\$	294,708	\$	322,934				
Total Expense	\$	195,277	\$	200,963	\$	211,559	\$	229,387	\$	276,914	\$	302,820	\$	307,222				
Diff.	\$	27,487	\$	11,437	\$	7,226	\$	9,870	\$	(19,118)	\$	(8,112)	\$	15,712				

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of March 31 2025

	03/31/25	03/31/24
<b>ASSETS</b>		
Current Assets		
<b>CHECKING/SAVINGS</b>		
Petty Cash	133.93	133.93
Payroll - WesBanco Bank	2,654.58	4,188.35
Cash - United Bank Checking	183,923.12	244,875.95
WV Federal Credit Union	240,204.15	236,709.23
New Life Fund - WesBanco Bank	370,313.02	271,536.88
Building Sale proceeds - WesBanco Bank	465,144.95	464,573.00
ICS Savings- Funds of the Presbytery	250,000.00	
Total Cash/Checking	1,262,373.75	1,222,017.34
<b>Wells Fargo - MDF</b>		
Equities -- Index Fund	18,693.88	1,365,505.55
Fixed Income	90,846.90	453,662.92
Total Wells Fargo - MDF	109,540.78	1,819,168.47
<b>Wells Fargo Money Market</b>		
Wells Fargo MM - PWV	13,245.20	61,287.56
Kay Long Memorial Fund		10,067.20
Molly Gant Scholarship Fund		16,244.24
Kenya Partnership	1,500.00	3,949.79
Presbyterian Hunger Program	22,999.75	37,986.80
Pack Endowment Fund	70,889.56	220,797.40
Total Wells Fargo Money Market	108,634.51	350,332.99
<b>INVESTMENTS</b>		
New Covenant Funds of PWV	0.00	245,332.86
New Covenant New Ch. Devel	0.00	227,457.18
New Covenant PEPS	0.00	4,229.91
New Covenant Slaughter	0.00	2,177.49
New Covenant Riner	0.00	90,793.57
New Covenant Scholarship	0.00	10,415.52
New Covenant Seminary Student	0.00	49,406.20
New Covenant Dickinson	0.00	74,692.37
New Covenant Bush Fund	0.00	278,669.16
New Covenant Midland Mem.	0.00	106,538.35
New Covenant Small Church	1,460,467.15	1,277,005.06
T Rowe Price - Rachel McClintic	1,665,220.62	1,561,857.65
Total INVESTMENTS	3,125,687.77	3,928,575.32

**Presbytery of West Virginia  
Statement of Financial Position**

As of March 31 2025

	03/31/25	03/31/24
<b>NCTC INVESTMENTS</b>		
Mission Development Fund	1,717,310.80	0.00
Multi Us Funds		
Kay Long Memorial Fund	10,781.83	0.00
Molly Gant Scholarship Fund	17,397.34	0.00
Kenya Partnership	1,380.35	0.00
Presbyterian Hunger Program	29,469.58	0.00
Pack Endowment Fund	152,922.28	0.00
Multi Us Funds	<b>211,951.38</b>	0.00
Scholarship Funds		
Reiner Fund	104,536.60	0.00
Bush Fund	294,873.08	0.00
Scholarship Fund	11,101.25	0.00
Seminary Fund	53,239.36	0.00
Dickinson Fund	80,487.60	0.00
PEPS Fund	4,016.32	0.00
Slaughter Fund	2,320.84	0.00
Scholarship Funds	<b>550,575.05</b>	0.00
Midland Memorial Fund	<b>112,095.81</b>	0.00
New Church Development	<b>245,104.95</b>	
Funds of the Presbytery	<b>264,367.75</b>	
		0.00
<b>Total NCTC INVESTMENTS</b>	<b>3,101,405.74</b>	<b>0.00</b>
<b>TOTAL CHECKING/SAVINGS</b>	7,957,642.55	7,320,094.12
<b>Accounts Receivable</b>	0.00	0.00
<b>Total Accounts Receivable</b>	0.00	0.00
<b>Other Current Assets</b>		
Notes Receivable MDF	48,864.31	53,739.87
Notes Receivable Riner	3,415.04	3,415.04
Notes Receivable R. McClintic	82,206.67	94,437.93
Workers Comp Deposit	247.09	247.09
<b>Total Other Current Assets</b>	<b>134,733.11</b>	<b>151,839.93</b>
<b>Total Current Assets</b>	8,092,375.66	7,471,934.05
<b>Fixed Assets</b>		
Land	0.00	0.00
Building & Grounds	0.00	0.00
Furniture & Fixtures	0.00	0.00
Capital Equipment	16,456.11	16,456.11

**Presbytery of West Virginia**  
**Statement of Financial Position**  
As of March 31 2025

	<b>03/31/25</b>	<b>03/31/24</b>
Software	669.51	669.51
Accumulated Depreciation	-16,947.05	-16,542.05
<b>Total Fixed Assets</b>	<b>178.57</b>	<b>583.57</b>
<b>TOTAL ASSETS</b>	<b>8,092,554.23</b>	<b>7,472,517.62</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Benevolence Receipts Payable	0.00	0.00
Payroll Liabilities	13,198.52	14,321.12
<b>Total Other Current Liabilities</b>	<b>13,198.52</b>	<b>14,321.12</b>
Deferred Revenue	40,392.05	40,392.05
<b>Total Liabilities</b>	<b>53,590.57</b>	<b>54,713.17</b>
Equity		
Fund Balance Funds of PWV	1,638,878.54	1,638,878.54
Fund Balance - MDF	1,750,467.27	1,750,467.27
Fund Balance New Ch. Devel	214,345.33	214,345.33
Fund Balance Hunger Prog	24,085.86	24,085.86
Fund Balance PEPS	3,986.00	3,986.00
Fund Balance Slaughter	2,085.69	2,085.69
Fund Balance Riner	81,749.65	81,749.65
Fund Balance Scholarship	10,007.14	10,007.14
Fund Balance Seminary Student	46,556.29	46,556.29
Fund Balance Dickinson	70,385.39	70,385.39
Fund Balance Bush Fund	262,601.27	262,601.27
Fund Balance Midland Mem.	100,394.03	100,394.03
Fund Balance Small Church	1,203,179.55	1,203,179.55
Fund Balance Kenya Partnership	3,869.89	3,869.89
Fund Balance Rachel McClintic	1,465,130.44	1,465,130.44
Fund Balance Kay Long Memorial	8,907.84	8,907.84
Fund Balance Molly Gant Fund	15,561.87	15,561.87
Fund Balance Pack Endowment	220,974.40	220,974.40
Fund Balance New Life	426,537.40	426,537.40
Net Income	165,468.83	410,932.25
<b>Total Equity</b>	<b>7,715,172.68</b>	<b>7,960,636.10</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,768,763.25</b>	<b>8,015,349.27</b>



**PRESBYTERY of WEST VIRGINIA**  
**Budget vs. Actual**  
YTD March 31 2025

COMPOSITE BY COMMITTEE

Committee	YTD12/31/2024	Budget	%	Restricted Fund Support
ADMINISTRATION	106,759.82	511,146	20.9%	139,500
BLUESTONE	0.00	5,500	0.0%	4,500
LEADERSHIP	(582.30)	24,000	-2.4%	5,000
MINISTRY	(2,032.00)	14,000	-14.5%	5,500
MISSIONS	14,875.00	50,000	29.8%	31,500
NURTURE	(1,184.79)	25,700	-4.6%	19,600
PJC	0.00	200	0.0%	
RELATIONS	0.00	2,250	0.0%	2,000
REPRESENTATION	0.00	200	0.0%	
STEWARDSHIP	0.00	15,250	0.0%	
TRUSTEES	0.00	400	0.0%	
VOCATIONS	2,525.60	26,500	9.5%	20,000
<b>TOTAL</b>	<b>\$ 120,361.33</b>	<b>675,146</b>	<b>17.8%</b>	<b>\$ 227,600</b>
SHARED MISSION (net)	32,101.63	268,141	12.0%	
PER CAPITA (net)	15,468.78	106,066	14.6%	
PREV. YR BENEV./PER CAPITA	4,452.04	10,000	44.5%	
OUTSIDE FUNDING	20,000.00	40,000	50.0%	
INTEREST & GIFTS	767.13	10,839	7.1%	
Building Sale Proceeds	0.00	12,500	0.0%	
RESTRICTED FUND SUPPORT	47,571.75	227,600	20.9%	
<b>TOTAL</b>	<b>\$ 120,361.33</b>	<b>\$ 675,146</b>	<b>17.8%</b>	

**PRESBYTERY of WEST VIRGINIA**  
**Budget vs. Actual**  
**YTD March 2025**

	YTD 3/31/25	Budget	%	Restricted Fund Support
<b><u>ADMINISTRATION</u></b>				
OFFICE EXPENSES				
Postage	75.60			37,000 Mission Dev. Fund
Supplies	269.70			12,000 Funds of PWV
Publications & Subscriptions	726.97			
Presbytery Directory				
Telephone				
Rent	525.00			
Equipment				
Equipment Maintenance	1,200.00			
Staff Expenses	329.18			
Insurance - Property	5,461.75			
Web Site Maintenance	75.00			
Internet Service	180.00			
Bank service fees	195.42			
Background Check Fees	(24.00)			
Miscellaneous				
<b>TOTAL OFFICE EXPENSE</b>	<b>9,014.62</b>	<b>49,500</b>	<b>18.2%</b>	
SALARY & PERSONNEL EXPENSE				
All Salaries (including housing & utilities)	67,760.32	305,102	22.2%	
Pension Expense	6,177.18	20,104	30.7%	
Medical Insurance Expense	17,414.85	74,136	23.5%	
Payroll Taxes	3,718.05	20,654	18.0%	
Workers' Compensation	435.75	1,750	24.9%	
Continuing Education & Professional Expense	1,205.89	11,900	10.1%	
Travel Expense	1,033.16	26,500	3.9%	
<b>TOTAL SALARY &amp; PERSONNEL EXPENSE</b>	<b>97,745.20</b>	<b>460,146</b>	<b>21.2%</b>	<b>89,000 \$46K Small Church, \$17K MDF</b>
COMMITTEE EXPENSE				
Staff Development	0.00	1,000	0.0%	<b>1,000 Mission Development Fund</b>
Committee Meetings	0.00	500	0.0%	
<b>TOTAL COMMITTEE EXPENSE</b>	<b>0.00</b>	<b>1,500</b>	<b>0.0%</b>	<b>\$26K Funds of PWV</b>
	<b>\$ 106,759.82</b>	<b>\$ 511,146</b>	<b>20.9%</b>	
<b><u>BLUESTONE</u></b>				
CIT Support	0.00	4,500	0.0%	<b>4,500 Rachel McClintic Fund</b>
Committee Meetings	0.00	1,000	0.0%	
	<b>\$ -</b>	<b>\$ 5,500</b>	<b>0.0%</b>	
<b><u>LEADERSHIP TEAM</u></b>				
GOVERNING BODY EXPENSE				
Presbytery Meetings	71.70	3,000	2.4%	
Moderator Expenses		1,000	0.0%	
General Assembly		0	0.0%	<b>6,000 Mission Development Fund</b>
Denomination Resources	(171.00)			
COMMITTEE EXPENSE				
Consulting Group-Presbytery		0		
Transition Expenses		5,000		<b>5,000 Building Sale proceeds</b>
Presbyter Search Committee		7,500		<b>7,500 Building Sale proceeds</b>
Legal Consultation	175.00	5,000	3.5%	<b>5,000 Funds of PWV</b>
Leadership Team	(658.00)	2,500	-26.3%	
	<b>\$ (582.30)</b>	<b>\$ 24,000</b>	<b>-2.4%</b>	

**PRESBYTERY of WEST VIRGINIA**  
**Budget vs. Actual**  
**YTD March 2025**

	YTD 3/31/25	Budget	%	
<b>MINISTRY</b>				
CONGREGATIONAL DEVELOPMENT				
1,001 New Worshipping Comm.		500	0.0%	500 Small Church Fund
Small Church Conf.		500	0.0%	500 Small Church Fund
COMMITTEE ON MINISTRY				
CRE Training (Cont. Ed.)		500	0.0%	500 Small Church Fund
Ministry Training		500	0.0%	500 PEPS
Professional Development		3,000	0.0%	1,500 Small Church Fund
Church Professional Orientation		1,000	0.0%	
COM Resources		500	0.0%	
Congregational Care Travel		500	0.0%	
Memorials		500	0.0%	500 Funds of PWV - COM Disc.
Miscellaneous		0	0.0%	
Emergency Church Assistance		1,500	0.0%	1,500 Small Church Fund
Committee Meetings	(2,032.00)	5,000	-40.6%	
	<b>\$ (2,032.00)</b>	<b>\$ 14,000</b>	<b>-14.5%</b>	
<b>MISSIONS</b>				
INSTITUTIONAL PARTNERSHIPS				
Davis & Elkins College	312.50	1,250	25.0%	
Davis-Stuart	312.50	1,250	25.0%	
Covenant House, Inc	312.50	1,250	25.0%	
Westminster Foundation	312.50	1,250	25.0%	
MISSION PARTNERSHIPS				
Kenya Partnership		1,000	0.0%	1,000 Kenya Partnership
The Shack NH Support	3,000.00	12,000	25.0%	12,000 Mission Dev. Fund
Tyrand Coop. Ministry Support	625.00	2,500	25.0%	2,500 Midland Memorial
WVMAW	3,750.00	15,000	25.0%	15,000 Mission Dev. Fund
MISSION GRANTS				
Older Adult Ministry		1,000	0.0%	
Children on the Spectrum	250.00	1,000	25.0%	
Peacemaker Support		1,000	0.0%	1,000 Mission Dev. Fund
Committee Meetings		500	0.0%	
	<b>\$ 14,875.00</b>	<b>\$ 50,000</b>	<b>29.8%</b>	
<b>NURTURE</b>				
CHRISTIAN NURTURE & WORSHIP				
Resource Ctr Acquisitions		500	0.0%	
Resource Ctr. - Supplies/Equip.		200	0.0%	
Resource Ctr. - Catalog Program		800	0.0%	
Video License		300	0.0%	
Festival of Faith	(1,546.35)	1,500	-103.1%	
Church Educators Support	63.55	300	21.2%	
Educator/Clergy/ALP/CP Retreat	158.39	1,500	10.6%	
Children's Retreat		2,000	0.0%	2,000 Rachel McClintic Fund
Spring Youth Retreat	250.00	2,000	12.5%	2,000 Rachel McClintic Fund
Fall Youth Retreat		4,000	0.0%	4,000 Rachel McClintic Fund
HS Youth Conf. Mission Trip		7,000	0.0%	5,000 Rachel McClintic Fund
Youth Council	33.60	400	8.4%	400 Rachel McClintic Fund
Adult Spiritual Development		1,000	0.0%	1,000 Mission Dev. Fund
Scholarships		1,000	0.0%	1,000 PEPS
Presbytery Worship		200	0.0%	
Miscellaneous		200	0.0%	
APCE Membership		400	0.0%	
Leadership Development Program	(143.98)	2,200	-6.5%	2,200 Small Church Fund

**PRESBYTERY of WEST VIRGINIA**  
**Budget vs. Actual**  
**YTD March 2025**

	YTD 3/31/25	Budget	%	Restricted Fund Support
Committee Meetings		200	0.0%	
	<b>\$ (1,184.79)</b>	<b>\$ 25,700</b>	<b>-4.6%</b>	
<b><u>PJC</u></b>				
Permanent Judicial Commission		200	0.0%	
<b><u>RELATIONS</u></b>				
Cluster Support		2,000	0.0%	<b>2,000 Small Church Fund</b>
Relations Committee Expenses		250	0.0%	
	<b>\$ -</b>	<b>\$ 2,250</b>	<b>0.0%</b>	
<b><u>REPRESENTATION</u></b>				
Committee on Representation		200	0.0%	
<b><u>STEWARDSHIP</u></b>				
<b>FINANCE &amp; DEVELOPMENT</b>				
Outside CPA Costs		15,000	0.0%	
Committee Meetings		250	0.0%	
	<b>\$ -</b>	<b>\$ 15,250</b>	<b>0.0%</b>	
<b><u>TRUSTEES</u></b>				
Trustees	0.00	400	0.0%	
<b><u>VOCATIONS</u></b>				
<b>PREPARATION FOR MINISTRY</b>				
Care of Candidates		1,000	0.0%	
Career Counseling		2,500	0.0%	
Scholarships		5,000	0.0%	<b>5,000 Bush Fund</b>
Conferences		500	0.0%	
ALP/CP Preparation Program	2,525.60	14,000	18.0%	<b>14,000 Small Church Fund</b>
Support of ALP/CP		3,000	0.0%	<b>3,000 2K Slaughterterm 1K Funds of PWV</b>
Committee Meetings		500	0.0%	
	<b>\$ 2,525.60</b>	<b>\$ 26,500</b>	<b>9.5%</b>	
<b>TOTAL</b>	<b>\$ 120,361.33</b>	<b>\$ 675,146</b>	<b>17.8%</b>	

<b>REVENUE IN SUPPORT of BUDGET</b>	YTD 3/31/25	Budget
Shared Mission (net of GA & Synod support)	32,101.63	268,141
Per Capita (net of GA & Synod support)	15,468.78	106,066
Previous Year Shared Mission & Per Capita	4,452.04	10,000
Outside Funding (Presby. Housing & PHP)	20,000.00	40,000
Interest & Gifts	767.13	10,839
Building Sale Proceeds		12,500
Restricted Fund Support	47,571.75	227,600
<b>TOTAL</b>	<b>120,361.33</b>	<b>\$ 675,146</b>

**2025 BENEVOLENCE PLEDGING PER CAPITA REPORT**

	2025 Pledge	2025 giving at 3/31/25	2023 Membership	2025 Per Capita (\$30.30/mbr)	2025 Per Capita Rec'd at 3/31/25
Alderson			7	<b>212.10</b>	
Alexander Memorial	290		7	<b>212.10</b>	
Anderson Memorial			22	<b>666.60</b>	
Arthurdale - Community	1300		25	<b>757.50</b>	
Bates Memorial			57	<b>1,727.10</b>	
Baxter			5	<b>151.50</b>	
Beckley		<b>1,333.30</b>	144	<b>4,363.20</b>	1,053
Beechwood	360		36	<b>1,090.80</b>	
Belington	720	<b>120.00</b>	19	<b>575.70</b>	96
Belle	1633	<b>665.00</b>	5	<b>151.50</b>	152
Bethlehem			8	<b>242.40</b>	
Beulah Humble			13	<b>393.90</b>	
Beverly			19	<b>575.70</b>	
Big Spring			10	<b>303.00</b>	
Bluefield-First		<b>1,350.00</b>	59	<b>1,787.70</b>	404
Bradley	0		17	<b>515.10</b>	303
Bramwell			17	<b>515.10</b>	
Bream Memorial			85	<b>2,575.50</b>	
Bridgeport (all PWV)		<b>500.00</b>	114	<b>3,454.20</b>	571
Buckhannon-First	400	<b>400.00</b>	9	<b>272.70</b>	273
Canyon Community			5	<b>151.50</b>	
Centerville	5360		23	<b>696.90</b>	
Ch. of the Covenant-	2388.55	<b>728.45</b>	25	<b>757.50</b>	212
Charleston-First (all PWV)	35588	<b>6,431.32</b>	706	<b>21,391.80</b>	3,565
Church of Our Saviour		<b>400.00</b>	7	<b>212.10</b>	212
Clarksburg-First			135	<b>4,090.50</b>	
Clear Creek	300	<b>300.00</b>	18	<b>545.40</b>	545
Clifton	3000	<b>750.00</b>	59	<b>1,787.70</b>	470
Clothier			9	<b>272.70</b>	
Colcord-First			25	<b>757.50</b>	

2025 BENEVOLENCE PLEDGING PER CAPITA REPORT

Comfort			15	454.50	
Davis Mem. - Elkins	11408	2,852.01	146	4,423.80	1,068
Davis Mem. - Gassaway	1061		11	333.30	
Dunbar-First		133.34	40	1,212.00	202
Edgewood	3528		44	1,333.20	
Eleanor			12	363.60	
Elk Hills	1000	166.66	40	1,212.00	202
Enslow Park			90	2,727.00	727
Fairmont-First		277.50	121	3,666.30	783
Falls View			8	242.40	
Fayetteville	9119	1,296.00	77	2,333.10	616
Fleming Memorial	2700		29	878.70	
Frankford	2956	2,956.00	19	575.70	576
Gilbert			47	1,424.10	879
Glenville	4520		22	666.60	
Grace Covenant			15	454.50	455
Harman			11	333.30	
Highlawn Huntington			137	4,151.10	
Highlawn St. Albans		235.00	49	1,484.70	125
Hinton-First	2100		30	909.00	
Hughes River - Cairo			8	242.40	
Huntington Second			15	454.50	
Huntington-First			252	7,635.60	
Kanawha United	15225		155	4,696.50	
Keller			7	212.10	
Kenova-First			29	878.70	
Kesler Memorial			27	818.10	
Kingwood-First			27	818.10	152
Kuhn Memorial	1500	207.05	82	2,484.60	414
Liberty			17	515.10	
Logan-First	9791		72	2,181.60	
Mannington-First			20	606.00	
Marlinton			69	2,090.70	

2025 BENEVOLENCE PLEDGING PER CAPITA REPORT

Marsh Fork			13	<b>393.90</b>	
Mill Creek			19	<b>575.70</b>	
Milton			20	<b>606.00</b>	
Mingo			13	<b>393.90</b>	
Morgantown-First		<b>3,251.00</b>	240	<b>7,272.00</b>	1,817
Mount Hope			8	<b>242.40</b>	
Nitro-First			73	<b>2,211.90</b>	
Oak Grove			62	<b>1,878.60</b>	
Oak Hill-First			27	<b>818.10</b>	818
Old Stone			199	<b>6,029.70</b>	
Parkersburg-First			106	<b>3,211.80</b>	
Parsons			16	<b>484.80</b>	
Philippi			8	<b>242.40</b>	242
Pineville			35	<b>1,060.50</b>	177
Pt. Pleasant	10343	<b>1,723.84</b>	70	<b>2,121.00</b>	354
Ravenswood-First	4603		17	<b>515.10</b>	
Ripley-First		<b>303.00</b>	10	<b>303.00</b>	303
Riverlawn	2000	<b>500.00</b>	77	<b>2,333.10</b>	389
Rock Forge			14	<b>424.20</b>	
Rock Lake	2606	<b>660.00</b>	86	<b>2,605.80</b>	660
Rome	190		4	<b>121.20</b>	
Ronceverte	3200	<b>800.00</b>	73	<b>2,211.90</b>	575
Salem			13	<b>393.90</b>	
Smithers	1000	<b>285.00</b>	16	<b>484.80</b>	300
South Charleston-First	0		122	<b>3,696.60</b>	939
South Park	2300	<b>227.50</b>	29	<b>878.70</b>	575
Spencer	1312.4		7	<b>212.10</b>	
Spring Creek			37	<b>1,121.10</b>	
Spring Valley			54	<b>1,636.20</b>	
St. Albans-First	0		118	<b>3,575.40</b>	
St. Andrew			34	<b>1,030.20</b>	
Sugar Grove	250	<b>250.00</b>	11	<b>333.30</b>	333
Summerlee			9	<b>272.70</b>	

**2025 BENEVOLENCE PLEDGING PER CAPITA REPORT**

Summersville		<b>405.75</b>		54	<b>1,636.20</b>		379
Teays Valley	0			87	<b>2,636.10</b>		
Thomas-First	<b>433.16</b>			14	<b>424.20</b>		
Trinity				10	<b>303.00</b>		
Tygarts Valley		<b>1,000.00</b>		30	<b>909.00</b>		
Union	636.3			21	<b>636.30</b>		
Upper Glade	1000			35	<b>1,060.50</b>		
Valley Bend	2399	<b>599.75</b>		31	<b>939.30</b>		235
Village Chapel	10000	<b>2,499.99</b>		193	<b>5,847.90</b>		1,462
Waverly-Bethel	1628			13	<b>393.90</b>		
Westminster-Vienna	5630	<b>1,409.00</b>		92	<b>2,787.60</b>		700
Weston-First	1400	<b>303.00</b>		10	<b>303.00</b>		303
White Sulphur Springs-	800			13	<b>393.90</b>		
Whitesville-First	0			10	<b>303.00</b>		
Williamson-First				63	<b>1,908.90</b>		1,909
Williamstown-First	6500			72	<b>2,181.60</b>		
Winfield	585			12	<b>363.60</b>		
Zion				34	<b>1,030.20</b>		
<b>TOTALS</b>	<b>175,063.41</b>	<b>35,319.46</b>		<b>5,867.00</b>	<b>177,770.10</b>		<b>26,522.17</b>



Presbytery of West Virginia  
Benevolence Statement  
YTD March 31 2025

**Benevolence Disbursements**

These funds are received from churches and disbursed on a monthly basis.

<u>Per Capita</u>	1st Qrt
<b>Presbytery *</b>	17,886
General Assembly	9,604
Synod of the Trinity	2,368
	<b>\$ 29,858</b>
<u>Shared Mission</u>	
<b>Presbytery *</b>	34,137
General Assembly	4,513
Synod of the Trinity	1,669
	<b>\$ 40,319</b>
<u>Special Offerings</u>	
Pentecost Offering	1,283
One Great Hour of Sharing	527
Peace & Global Witness	0
Presbytery	120
General Assembly	482
Synod of the Trinity	120
Christmas Joy	7,829
	<b>\$ 10,361</b>

<u>Mission Co Workers</u>	1st Qrt
General Mission Co Workers	300
Douglas Dicks	556
Jed Koball	556
Les/Cindy Morgan	306
Bob/Kristi Rice	556
Tim/Gloria Wheeler	306
	<b>\$ 2,579</b>
<u>Presbyteryan Disaster Assistance</u>	
PDA- General	360
PDA-Wildfires	700
	<b>\$ 1,060</b>
<u>Other Gifts</u>	
Cents-Ability	
Presbytery	1,251
General Assmebly	625
Davis Stuart	998
Theological Education Fund	292
Bluestone	200
Friends of Bluestone	583
Marshal Ukirk	0
Westminster Foundation	125
WVMAW	0
	<b>\$ 4,074</b>

\*these funds are part of the presbyterys operating budget

Amount Received	\$ 88,251
Total Disbursed	\$ 88,251
# of Churches received from	52

Bluestone Conference Center  
Budget Report YTD March 2025

INCOME	2025 Actual	2025 Budget			Balance Sheet		
Grant Subsidy - McClintic Fund	-	\$ -			<b>03/31/24</b>	<b>03/31/25</b>	
Retreats - Bluestone Events	370.00	6,500	5.7%		ASSETS		
Retreats - Presbyterian		6,000	0.0%		Current Assets	\$ 17,134.27	\$ 32,233.19
Retreats - Non - Presbyterian	1,250.00	45,000	2.8%	Property & Equip. (net of depr.)	140,501.82	140,501.82	
Summer Camp Registrations	87.50	38,000	0.2%		<b>TOTAL ASSETS</b>		
RV/Tent Camping	598.50	2,000	29.9%		<b>\$ 157,636.09</b>	<b>\$ 172,735</b>	
Donations	125.00	10,000	1.3%		LIABILITIES		
Friends of Bluestone	50,000.00	80,000	62.5%		Current Liabilities	\$ 564.76	\$ 602.17
MDF-Line of credit		0			Long Term Debt	79,792.83	72,728.56
Hinton Account		2,500	0.0%		<b>TOTAL LIABILITIES</b>		
Reserves		20,000	0.0%		<b>\$ 80,357.59</b>	<b>\$ 73,331</b>	
Interest	0.66	0					
PWV Camp Staffing Subsidy		10,000	0.0%				
Miscellaneous		-					
<b>TOTAL INCOME</b>	<b>\$ 52,432</b>	<b>\$ 220,000</b>	<b>23.8%</b>				
EXPENSES	2025 Actual	2025 Budget					
Salaries & Personnel	\$ 7,505	\$ 47,550	15.8%				
Office & Administration	2,165	18,650	11.6%				
Plant & Operation	3,805.78	66,000	5.8%				
Special Expenses	5,528	7,500	73.7%		<b>*NOTE* - Presbytery 2025 Budget Support</b>		
Special Projects	32,250	54,000	59.7%		Facilities Director comp	\$ 73,774	
Planned Expenses		1,000	0.0%		Program Director comp	20,600	
Summer Camp Registration Exp	8	2,500	0.3%		Property Insurance	21,847	
Summer Staff & Salary		20,800	0.0%		Committee expense	1,000	
Summer Program		1,000	0.0%				
Summer Camp Trips		1,000	0.0%				
<b>TOTAL EXPENSE</b>	<b>\$ 51,261</b>	<b>\$ 220,000</b>	<b>23.3%</b>			<b>117,221</b>	
<b>NET GAIN/(LOSS)</b>	<b>\$ 1,170</b>						

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE COMMITTEE ON MINISTRY**

George Lilley, Committee Chair

May 15, 2025

### **RECOMMENDATIONS:**

1. That the Presbytery of West Virginia appoint an Administrative Commission of three members to work with the sessions of **First United Presbyterian Church**, Ravenswood, and the **Point Pleasant Presbyterian Church** to develop a plan for merging the two congregations at their request.
  - a. The purpose of the Administrative Commission shall be to act on behalf of the presbytery to develop a plan to merge the two congregations.
  - 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:
    - Authority to call session meetings
    - 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 First United Presbyterian Church, Ravenswood, and Point Pleasant Presbyterian Church
    - Authority to call congregational meetings (G-1.0502) and to obtain or determine current and accurate membership rolls for this purpose
    - Authority to initiate conversation and resource such conversation with the merger team to create a merger plan that addresses the joining of financial assets and debts, to outline the mission of the merged church in light of existing mission obligations, determine the future of the First United Presbyterian Church's manse in consultation with the appropriate Presbytery committees, plan for the retention of records of the two current congregations, propose a name for the merged congregation, and attend to any other matters that arise during the merger conversation
    - Authority to oversee the voting of each congregation regarding matters related to the merger

The Administrative Commission will regularly report on its work to the Presbytery through the Committee on Ministry. The commission will report its actions and findings to the Presbytery of West Virginia through the Stated Clerk and the Committee on Ministry no later than the May 21, 2026, Stated Meeting of the Presbytery.

2. That the Beulah Humble Presbyterian Church congregation be dissolved effective May 15, 2025.
3. The Presbytery hereby asserts its claim to any property of the Beulah Humble Presbyterian Church not known at this time or property which may come to the church as the beneficiary of a will or trust.

#### **INFORMATION:**

1. Appointed the following ministers to serve as Moderator of a church without a pastor:
  - **Bramwell Presbyterian Church, Charles McNeel**
  - **Clothier Presbyterian Church, Susan Perry**
  - **Elk Hills Presbyterian Church, Sallie Daughtery**
  - **Trinity Presbyterian Church, Sue Hollandsworth**
  - **First Presbyterian Church, Nitro, John Nelson**
2. Appointed the following liaisons to work with a church in pastoral transition:
  - **Elk Hills Presbyterian Church, Frankie McCain**
  - **Kanawha United Presbyterian Church, Cherrie Sizemore**
  - **First Presbyterian Church, St. Albans, Bob Hansen**
3. Appointed mentors to the following Commissioned Pastors as outlined in G-2.1004.
  - **Rodrigo Almeida, Cinda Harkless**
4. Appointed mentors to the following ministers and stated supply pastors.
  - **Victoria Krebs, Julie Olt**
  - **Frank Naglic, Steven Baldwin**
5. Approved 2025 Pastor Compensation reports for the following churches and pastors: **First Presbyterian Church Charleston & Bill Myers; First Presbyterian Church Fairmont & Evan Walker; First Presbyterian Church Hinton & Se Hwan Isaiah Kim; Oak Grove Presbyterian Church & Andy Rice; Valley Parish & Richard Cardot; Village Chapel Presbyterian Church & Todd Wright.**
6. Approve the Stated Supply covenant renewals between **Belle Presbyterian Church & Denny Dodson; Fayetteville Presbyterian Church & John Holland; First Presbyterian Church**

**Weston & Bruce Macbeth; Fleming Memorial Presbyterian Church & James Morley; Church of Our Saviour & Bruce Macbeth; Kuhn Memorial Presbyterian Church & Cinda Harkless; Summersville Presbyterian Church & Joan Stewart** through January 31, 2026. The information provided met the standards of the Presbytery. It is on file with the Presbytery and may be reviewed.

7. Approved the Commissioned Pastor covenant renewals between **Baxter & Liberty Presbyterian Churches & Rick McLaughlin; Comfort Presbyterian Church & Roger Eskins; First Presbyterian Church Logan & Jim Musgrave; First Presbyterian Church South Charleston & Ginna Taylor; Union Presbyterian Church & Nancy Bulla** through January 31, 2026. The information provided met the standards of the Presbytery. It is on file with the Presbytery and may be reviewed.
8. Approved the Lay Supply covenant renewals between **South Park Presbyterian Church & Eric Brown; Valley Bend Presbyterian Church & Ann Fretwell** through January 31, 2026. The information provided met the standards of the Presbytery. It is on file with the Presbytery and may be reviewed.
9. Approved the Temporary Supply (Interim) Covenant between **Kanawha United Presbyterian Church** and **Dawn Adamy** from January 1, 2025, through January 31, 2026. The information provided met the standards of the Presbytery. It is on file with the Presbytery and may be reviewed.
10. Approved the match between **First Presbyterian Church Huntington & Mark Boyd**.
11. Approved the Terms of Call between **First Presbyterian Church Huntington & Mark Boyd**. The information provided met the standards of the Presbytery. It is on file with the Presbytery and may be reviewed.
12. Reviewed the exit interview with **Kanawha United Presbyterian Church's Session**.
13. Approved the request for a waiver of rotation of officers (G-2.0404) from **Waverly – Bethel Presbyterian Church**.
12. Approved the retirement of **Cinda Harkless**, effective July 1, 2025.
13. Honored Nancy Ellen Beane Wallace, mother of **Amy Parker**, and honored the fathers of **Paul Brady** and **David Lee** with memorial gifts.
14. Assigned exit interviews as needed.
15. Reviewed at each meeting those churches experiencing pastoral leadership transitions.

16. Approved the following **Ordination and Installation Commission** for **Victoria Krebs** as pastor of the **First Presbyterian Church, Bluefield**: Commission Chair and to propound constitution questions to the minister, Dawn Adamy; Ministers: Cam Harkness, Susan Sharp Campbell (to charge to congregation), and Julie Rucker Olt; Ruling Elders: Sallie Daughtery, First Charleston; John Feuchtenberger, First Bluefield (to propound constitutional questions to the congregation); and Charles McNeel, Beckley Presbyterian. Guests of the commission, Rev. Ann Elyse Hicks from the Abingdon Presbytery preached the sermon. The Rev. Dr. Rebecca Davis from Union Presbyterian Seminary, Charlotte, charged the minister. The service took place at 4 PM on March 30, 2025.
17. Guidelines for Exit Interviews of the pastor and session upon dissolution were adopted and are available on the Presbytery's web site.

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE TRUSTEES**

James J. Rowe, Chair

May 15, 2025

### **RECOMMENDATION:**

1. That Presbytery approve the granting of a Quitclaim deed releasing any right, title, and interest Presbytery possesses in the Beulah Humble Presbyterian Church building and property to the Beulah Hill Community Church.

### **INFORMATION:**

1. The trustees completed the sale of the property of the dissolved Ruffner Memorial Presbyterian Church, Charleston, Kanawha County, West Virginia for the sale price of \$215,000. The net proceeds received are \$198,250.
2. The Trustees report the following allocation of these funds in keeping with the Presbytery's approval of the Ruffner Memorial Presbyterian Church dissolution at its meeting on August 17, 2023.
  - a. Reimbursement of the monies expended for repair of the sanctuary roof (approved by Presbytery at its meeting on May 16, 2024) and monies expended from the Closed Church Fund for a total of \$89,699.53
  - b. The remaining \$108,550.47 be divided into three equal amounts and distributed to financial legacy recipients: the Friends of Bluestone, the Westminster Foundation, and Daymark

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE VOCATIONS COMMITTEE**

Todd Wright, Committee Chair

May 15, 2025

### **INFORMATION:**

1. The committee met on April 7 with Inquirer **Austyn Long** for her annual review and found her to be doing well at Columbia Theological Seminary.
2. The committee also met with **Ken Tolley** and approved his move to Candidate status. He is invited to come to the May Presbytery meeting to share his Christian experience, forms of service to the Church, and motivation for seeking ordination as a Minister of Word and Sacrament. Ken is currently working with the PC (USA)'s Interim Unified Agency. As a result, the committee gave him the option of appearing in person or sharing his answers with the Presbytery by video.
3. The committee amended the Authorized Lay Preacher/Commissioned Pastor Preparation Overview to incorporate updates made last fall to the process to become an Authorized Lay Preacher.
4. The committee met March 10 to examine **Sherry Marcum**; we found her ready to seek a call as a Commissioned Pastor.
5. The committee also reapproved **Tonji Bowen, Harriett Northey, Cheryl Snyder, and Steve Spence** to preside at communion in their churches of membership.
6. The committee met with **Andrew Tilley** and found him ready to seek a call as a Commissioned Pastor.
7. 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.



# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE BLUESTONE COMMITTEE**

David Kaufman, Committee Chair

May 15, 2025

### **INFORMATION:**

1. The **Guys Weekend Retreat** took place April 25 – 27 with 28 attendees for the weekend representing 10 of the presbytery's churches. An advance crew from Central Presbyterian Church (Bristol, VA) came earlier in the month to get some of the projects started. Rev. Chris Kilbert of Riverlawn Presbyterian Church was the communion celebrant for worship. In addition to great food and fellowship, numerous projects, repairs and clean-ups were accomplished.
2. **Projects and Maintenance** – Thanks to a combination of hired professionals, camp maintenance personnel, and volunteers, springtime saw significant work being accomplished at Bluestone. This included Phase 1 of the Swimming Pool Filtration Room Project, general maintenance on waterline tiles, expansion joint re-caulking, and repainting of the 6,000 square foot pool shell surface area. Other Building/Grounds repairs and upgrades include the completion of Cabin 12 re-siding project, roof repairs on the Chapel, and a Sewer Main Line repair and replacement.
3. The May 2-4 **Spring Getaway Retreat** was cancelled due to low registration.
4. **Summer Camp:** June 15 – July 5. Counselor and leadership staff and volunteers have been identified for the 2025 camping program. There is still a need for a nurse for Week 2: June 22 – 28. The Bluestone Committee approved spending \$1,300 from the WV Presbytery Supplemental Staffing Grant for Red Cross Certified Lifeguard Training for at least 5 staff members. Several publicity pieces have gone out to churches, but camper enrollment has yet to take off compared to previous years.
5. The **Fall Getaway Retreat** is being planned for October 3-5. The committee hopes to have firm leadership identified and plans underway before the current Bluestone Committee is dissolved this summer as the Presbytery transitions to the new committee structure.

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE MISSION COMMITTEE**

Sharon Bell, Committee Chair

May 15, 2025

### **RECOMMENDATION:**

1. (CA) That the offering from today's meeting be given to the West Virginia Coalition to End Homelessness.

### **INFORMATION:**

1. The committee continues to receive and review grant applications for the Hunger Grant and the Mission Grant. This year, we have awarded a total of \$6,000 so far in the form of Hunger and Mission Grants. The committee is thrilled to be able to award these funds to many wonderful programs that are happening around our Presbytery.
2. If your ministry (church or organization that is affiliated with one of the churches in our Presbytery) would like some assistance, please fill out an application. Both the Hunger Grant and Mission Grant Applications can be found on the Presbytery's website.
3. Prior to the February 2025 Presbytery meeting, the committee decided to designate Presbyterian Disaster Assistance as the recipient of our offering. After being pulled from the consent agenda, the Presbytery directed the Mission Committee to select another recipient which might be better suited to address the ongoing concerns of the flooding victims in Southern West Virginia. The committee chose to split the meeting offering between Lenore Community Center in Mingo County and Five Loaves and Two Fishes in McDowell County.

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE NURTURE COMMITTEE**

Ginna Taylor, Committee Chair

May 15, 2025

### **INFORMATION:**

1. The Nurture Committee met on March 24, 2025.
2. **Presbytery Resource Center Report:** There will be a display for the Resource Center available at the Presbytery Meeting in May. Discussion on adding these requests to the operations of the center:
  - a. No donated books are to be left at the Center
  - b. Mailing of resources and recourse material is being stopped to help reduce expenses
3. **Youth Ministries Report**
  - a. Spring Youth Retreat, Sunday April 27 from 10 AM to 5 PM, Charleston. The theme was “Friendship.”
  - b. Presbyterian Youth Triennium, Monday, July 28 through Thursday, July 31, Louisville, KY. Two churches responded with a possible total of 4 to 5 youth already interested. Two female adult and one male adult have committed to going, and one male adult will be added. Other opportunities for adult leadership include one Care Team member and one Holtel Hospitality Team member. These opportunities are included in the presbytery newsletter.
  - c. Youth Council consists of 5 youth and 3 adults. This year, two of the youth are seniors. Applications for open spots for the youth council have been sent out to the Presbytery.
4. **Adult Ministries**
  - a. Festival of Faith was reviewed and received good reviews from those who attended. First Presbyterian Church of Charleston did a wonderful job of hosting. Evaluations will be forwarded to the Festival of Faith planning committee. Next year’s Festival of Faith is scheduled for March 21, 2026.
  - b. The Educator, Clergy, CP, ALP Retreat had 13 people attend. Tyler Mayfield taught the course on teaching Psalms. It was agreed that the registration fees would be refunded to those who were unable to attend due to the flu.

# **PRESBYTERY OF WEST VIRGINIA**

## **REPORT OF THE RELATIONS COMMITTEE**

Margaret Bolt, Committee Chair

May 15, 2025

### **INFORMATION:**

1. *The Relations Committee's purpose is to foster good communication and ever-deepening relationships throughout the Presbytery.* The Relations Committee is actively reaching out to every congregation in the Presbytery that is not currently in conversation with the Committee on Ministry. The contact may come in the form of an email or a phone call, but we assure you that these contacts are pastoral calls that are intended to strengthen our connections. The committee hopes that when you receive a call, email, or other contact from us, you will respond.
2. We care about your congregation, offer our prayers and support to all of the churches, and stand ready to assist in any way possible. We will contact you by July 1 because this year is a year of transition in the Presbytery with new leadership and committee structures which are intended to further strengthen our connections as members of God's beloved community.
3. The committee has *Relations Committee Cluster Support Grants* available for collaboration between churches in our Presbytery. We recently approved a grant request for Guns to Gardens West Virginia, an initiative of Village Chapel Presbyterian, First Presbyterian Charleston, St. Mark's Methodist, and Temple Israel in Charleston. We welcome the opportunity to support your mission and work in your community. Here is a link to the grant application: <https://wvpresbytery.org/wp-content/uploads/2024/01/Cluster-Support-Fund-application.pdf>
4. Contact Chair Margaret Bolt at [mboltwv@gmail.com](mailto:mboltwv@gmail.com) or 304-395-3698. Additional committee members are Barbara Accord, Steve Hornbeck, Erica Layton, Doug Pendleton, and Peter Vial.

# FEEDBACK

We want to hear from you!

1. What part of today's meeting was meaningful to you?
2. Please share ways that we can improve the meeting.
3. How can Presbytery help your congregation? (Please include your name and church in answer.)
4. Would you be willing to help with worship at a future Presbytery meeting? If yes, please share your name and contact information here:
5. Did you view the orientation video for the meeting? If so, did you find it helpful and is there anything you wish had been included in it that wasn't?
6. Did you experience any issues with accessibility and the meeting? Do you know anyone who did not attend today's meeting due to accessibility?
7. Additional comments:

OPTIONAL: Your name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Put in basket at exit doors at the end of the meeting, or mail to:  
Presbytery of West Virginia, P.O. Box 11720, Charleston, WV 25339



# **Worship Bulletin**

**PRESBYTERY OF WEST VIRGINIA  
MAY MEETING WORSHIP  
MAY 15, 2025  
THE FIRST PRESBYTERIAN CHURCH OF LOGAN**

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**CALLED TOGETHER**

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**PRELUDE**

**\*CALL TO WORSHIP** (based on Psalm 148)

Leader: Praise the Lord! Praise the Lord from the heavens.

**People: Praise God, all God's angels and hosts, sun and moon and all shining stars.**

Leader: Praise the Lord from the earth.

**People: Praise God, all mountains and hills, trees, animals and birds!**

Leader: Let all praise the name of the Lord,

**People: for God commanded and they were created.**

Leader: Praise the Lord, all people, young and old alike.

**People: Let us praise the name of the Lord,**

Leader: for God's name alone is exalted,

**People: God's glory is above heaven and earth.**

**\*OPENING HYMN NO. 14** "For the Beauty of the Earth"

DIX

1. For the beauty of the earth,  
for the glory of the skies,  
for the love which from our birth  
over and around us lies:

*Refrain:* Lord of all, to thee we raise  
this our hymn of grateful praise.

2. For the wonder of each hour  
of the day and of the night,  
hill and vale, and tree and flower,  
sun and moon, and stars of light: *[Refrain]*

3. For the joy of ear and eye,  
for the heart and mind's delight,  
for the mystic harmony  
linking sense to sound and sight: *[Refrain]*

4. For the joy of human love,  
brother, sister, parent, child,  
friends on earth, and friends above,  
for all gentle thoughts and mild: *[Refrain]*

5. For thyself, best gift divine  
to the world so freely given;  
for that great, great love of thine,  
peace on earth and joy in heaven: *[Refrain]*

"For the Beauty of the Earth," words by Folliot Sandford Pierpoint, 1864,  
Music by Conrad Kocher, 1888. Public Domain

**\*LITURGY OF CONFESSION**

**\*Invitation to Confession**

Leader: If you've ever sat in your pew and thought, "that person doesn't belong here,"  
If you've ever resented the voice of a new perspective, or held back from sharing something wonderful, wanting to keep it for yourself,  
Then you're human – flawed and often selfish in spite of the best intentions.  
That is why we stop on our way to hearing the Word and receiving the Lord's Supper – stop and confess, believing there will be grace enough to go around.  
Grace enough and more awaits us, so let us confess our sins together.

**\*Unison Prayer of Confession**

**God of jubilant welcomes, forgive us for the fear that kicks in when we face the unknown, the new, and the different. Have mercy on us for the reflexive need we feel to circle the wagons, bar the doors, and draw the lines.**

**Holy Spirit, move in us, loosening our grip on what we dread to let go, and increasing our trust in the love that comes to us in spite of ourselves, not because we've earned it. May we who are so dependent on your grace show grace to those too often met with judgment and condemnation.**

**Christ who conquered death, strengthen our wills as well as our hearts, so we might meet fear with courage and judgment with grace, for it is in your name we pray, and your way of love that we would follow.** *(silent prayers of confession)*

And all God's people say, **Amen.**

**\*Assurance of Pardon**

Leader: What God has made clean, you must not call profane.

**People: God's grace is a free gift to all! Who are we to hinder God?**

Leader: This is the best news the world will ever hear:

**People: In Jesus Christ we are forgiven and freed! Thanks be to God. Amen.**

**\*Song of Praise No. 591** "Halle, Halle, Hallelujah!" *(repeat one time)* HALLE, HALLE  
**Halle, halle, hallelujah!**  
**Halle, halle, hallelujah!**  
**Halle, halle, hallelujah!**  
**Hallelujah! Hallelujah!**

"Halle, Halle, Hallelujah!" traditional liturgical text; music Caribbean melody arranged by John L. Bell, 1990  
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**TO RECEIVE GOD'S WORD**

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**SCRIPTURE**

Acts 11: 1-18

**SERMON**

*"Mr. Clean, Mr. Clean"*



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## TO RESPOND IN FAITH

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**\*UNISON AFFIRMATION OF FAITH** “Confession of Belhar” (*selections from #1-2a*)

**We believe in the triune God, Father, Son, and Holy Spirit, who gathers, protects, and cares for the church through Word and Spirit. This, God has done since the beginning of the world and will do to the end.**

**We believe in one holy, universal Christian church, the communion of saints called from the entire human family. We believe**

- **that Christ's work of reconciliation is made manifest in the church as the community of believers who have been reconciled with God and with one another;**
- **that unity is, therefore, both a gift and an obligation for the church of Jesus Christ; . . .**
- **that this unity must become visible so that the world may believe that separation, enmity, and hatred between people and groups is sin which Christ has already conquered, and accordingly that anything which threatens this unity may have no place in the church and must be resisted;**
- **that this unity of the people of God must be manifested and be active in a variety of ways: in that we love one another; that we experience, practice, and pursue community with one another; that we are obligated to give ourselves willingly and joyfully to be of benefit and blessing to one another; that we share one faith, have one calling, are of one soul and one mind;**
- **that this unity can be established only in freedom and not under constraint; that the variety of spiritual gifts, opportunities, backgrounds, convictions, as well as the various languages and cultures, are by virtue of the reconciliation in Christ, opportunities for mutual service & enrichment within the one visible people of God;**
- **that true faith in Jesus Christ is the only condition for membership of this church; . . .**

### OFFERING OURSELVES AND OUR GIFTS

**Offertory Invitation:** (*1 John 3:16-17*) How does God’s love abide in anyone who has the world’s goods yet refuses to help a sister or brother in need? Remembering God’s great love for the world, let us offer our lives to the Lord. Today’s offering will be given to the West Virginia Coalition to End Homelessness to support them in their goal of ending homelessness and assisting agencies and communities in the state where homelessness is either a prevalent or hidden issue.

#### Offertory

**\*Doxology**

“Doxology with Alleluias”

LASST UNS ERFREUEN

**Praise God from whom all blessings flow!**

**Praise God all creatures here below! Alleluia! Alleluia!**

**Praise God above, ye heavenly host! Praise Father, Son, and Holy Ghost!**

**Alleluia, alleluia! Alleluia, alleluia, alleluia!**

“Praise God, from Whom All Blessings Flow,” words by Thomas Ken, 1695, 1709,  
Music, *Geistliche Kirchengesang*, 1623. Public Domain

### **\*Offertory Prayer**

Ever giving and loving God, we thank you for the generosity of blessings that you have bestowed upon us. Out of our love for each other, we return a portion of what we have received in our offering this day. Bless these gifts that we have given, and help all those who receive these gifts, we pray, through Jesus Christ, our Lord. Amen.

### **\*HYMN NO. 506**

“Look Who Gathers at Christ’s Table”

ALT TUNE: NETTLETON

**1 Look who gathers at Christ's table! Hear the stories that they bring.  
Some are weeping; some are laughing; some have songs they want to sing.  
Others ask why they're invited, burdened by the wrong they've done.  
Christ insists they all are welcome. There is room for everyone.**

**2 Clouds of light surround the table; ancient followers appear,  
saints confessing how they wrestled with their guilt, their doubt and fear.  
Peter tells of his denying Christ was ever in his sight;  
Paul relates his fruitless effort to obliterate the light.**

**3 Their sad stories are repeated in the thousand different ways,  
but they share one thing in common: they all end in thanks and praise  
for the host who has invited north and south and east and west  
to converge around this table, where all life is fed and blest.**

**4 Bring your joy and bring your sadness, and prepare to be surprised  
by the host whose hands are wounded, who will open wide your eyes  
when he blesses bread and breaks it – truth and manna from above! –  
and then passes wine that wakens in your heart the taste of love.**

“Look Who Gathers at Christ’s Table” words by Thomas H. Troeger, 2000; music, Nettleton, Wyeth’s Repository of Sacred Music, Part Second, 1813. Text copyright Oxford University Press, 2024 Used by permission, CCLI License #11410525 Music Public Domain

## **THE SACRAMENT OF COMMUNION**

### **The Invitation to the Table**

Leader: ‘Welcome’ is a compound word of two Old English root words – the word for ‘wish’ and the word for ‘to come’ or ‘a guest.’ It is the way the host greets an anticipated and longed-for visitor to their home, to their table.

So as we gather at Christ’s table, imagine our Lord greeting you as a well-loved friend, one whose presence has been longed for. Imagine the twinkling delight in his eyes as he brings you to the table he has prepared for you and the others who are also his beloveds.

Imagine looking around the table at the other faces, shining, as yours is, because you each have been given such a warm welcome, such a special seat. Imagine seeing the others through Jesus’s eyes, seeing in them the very things he loves about them, hopes for them, the gifts he’s given to them, and knowing they see the same in you.

This is the feast Christ has prepared for us, has welcomed us to. Let us say our prayer of thanks, our grace before the meal, together.

## The Great Prayer of Thanksgiving

Leader: The Lord IS with us!

**People: Christ welcomes us to his table!**

Leader: Lift up your eyes and see the others he has gathered here.

**People: We see those Christ loves and our hearts are glad.**

Leader: Let us give thanks to the host of the feast,

**People: For we are grateful to share in this blessed meal.**

Leader: Let us pray.

God our Creator, you called into being this universe, rolled in your hands this sphere of matter we call our home, breathed air all around it, filled the oceans with water, and planted life, abundant and good, in its soil.

**People: We thank you for the gift of this earth, for the beauty of nature,  
for the life in us and around us.**

Leader: Christ our Redeemer, you came to live and die as we were created to live and die.

You learned and asked questions; you were nurtured by the stories of your community and the faith that sustained them. You witnessed the struggles of those who lived on the fringes of society and the brutality of an oppressive regime. In time, you spoke and taught about what your Father's kingdom was like, the surprising, upside-down realm where strangers were neighbors, where rebellious children were welcomed home, where there was rejoicing for the sheep that once was lost.

**People: We thank you for the way of love and grace that you lived,  
and for inviting us to join you in that way of truth and life.**

Leader: Holy Spirit our Sustainer, you dwell in us, guiding us, comforting us, empowering us, challenging us. Fill us with true spiritual nourishment as we share this feast, that the bread that is broken will feed our hunger for righteousness, and the cup that is shared will slake our thirst for mercy and forgiveness. May we carry inside us the inspiration to share bread and cup with those who hunger and thirst, both physically and spiritually, in your name.

**People: We thank you for providing this life-giving meal for us,  
and we accept the challenge to share it with all who need it,  
until the day when we will all share it together as welcomed,  
cherished family, in the eternal realm.  
Glory to the Father, and to the Son, and to the Holy Spirit. Amen.**

## Words of Institution (based on 1 Cor. 11: 23-26 -- *The Message* version)

Leader: Jesus, on the night of his betrayal, took bread.

Having given thanks, he broke it and said,

“This is my body, broken for you. Do this to remember me.”

After supper, he did the same thing with the cup:

“This cup is my new covenant with you. Every time you drink this cup, remember me.”

Every time you eat this bread and every time you drink this cup, you replay in words and actions the death of the Lord. You will be drawn back to this meal again and again until he returns.

### **Communion of the People**

#### **Unison Prayer After Communion**

**Dearest Lord, our host at this wonderful, heavenly feast, we thank you for the welcome we've received, for the holy mysteries you've fed us, and for the challenge to pass on to others the love and the nourishment you've shared with us. We know this work is ahead of us today, and every day, until your kingdom comes and your will is done on earth as it is in heaven. Amen.**

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## **TO LIVE AS DISCIPLES**

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### **\*HYMN NO.754**

**"Help Us Accept Each Other"**

BARONITA

**1 Help us accept each other as Christ accepted us;  
teach us as sister, brother, each person to embrace.**

**Be present, Lord, among us and bring us to believe  
we are ourselves accepted, and meant to love and live.**

**2 Teach us, O Lord, your lessons, as in our daily life  
we struggle to be human and search for hope and faith.**

**Teach us to care for people, for all, not just for some,  
to love them as we find them, or as they may become.**

**3 Let your acceptance change us, so that we may be moved  
in living situations to do the truth in love;  
to practice your acceptance until we know by heart  
the table of forgiveness, and laughter's healing art.**

**4 Lord, for today's encounters with all who are in need,  
who hunger for acceptance, for justice and for bread,  
we need new eyes for seeing, new hands for holding on:  
renew us with your Spirit; Lord, free us; make us one!**

"Help Us Accept Each Other" words Fred Kaan, 1974, music Doreen Potter, 1974.  
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### **\*BLESSING AND BENEDICTION**

#### **\*BENEDICTION RESPONSE "Let Us Talents and Tongues Employ" (#526 v. 1)**

LINSTEAD

**Jesus calls us in, sends us out bearing fruit in a world of doubt,  
gives us love to tell, bread to share: God (Immanuel) everywhere!**

**Jesus lives again; earth can breathe again;  
pass the Word around: loaves abound!**

"Let Us Talents and Tongues Employ," words Fred Kaan, 1975, music, Jamaican Folk Melody, adapted by Doreen Potter, 1975.  
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### **POSTLUDE**

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**TODAY'S OFFERING** will go to the West Virginia Coalition to End Homelessness. Our online participants may contribute to the offering by sending a check, payable to the Presbytery of West Virginia, with the notation "May 2025 meeting offering," to PWV, PO Box 11720, Charleston, WV 25339, or paying by credit card using the "Donate" button under "About Us" at [www.wvpresbytery.org](http://www.wvpresbytery.org), with the notation "May 2025 meeting offering."

**WORSHIP LEADERS:**

**Liturgist:** Rob Bane, Commissioned Pastor, Falls View Presbyterian Church

**Preacher:** Rev. Sharon Bell, Highlawn Presbyterian Church, Huntington

**Celebrants:** Rev. Annie McMillian, First Presbyterian Church, Parkersburg and Rev. Zac Morton, First Presbyterian Church, Morgantown

**Musician:** Rachel Maynard, First Presbyterian Church, Logan

**RESOURCES:**

The Call to Worship was written by Rev. Dr. Susan Sharp Campbell using Psalm 148.

The Confession and Communion Liturgies were created by Rev. Dr. Amy Wallace Parker and may be used and adapted for local congregational worship.

The Invitation to the Offering is from *Call to Worship*, volume 52. ©2018 Office of Theology and Worship Presbyterian Church (U.S.A.) Used with permission.

The Offertory Prayer was written by Pastor Ginna Taylor.



# **Flyers & Information**

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

- Biblical Interpretation** \_\_\_\_ Thursday, September 18, 6-9 PM  
OR \_\_\_\_ Saturday, September 20, 9 AM-noon
- Reformed Theology** \_\_\_\_ Thursday, October 23, 6-9 PM  
OR \_\_\_\_ Saturday, October 25, 9 AM-noon
- Church History** \_\_\_\_ Thursday, November 20, 6-9 PM  
OR \_\_\_\_ Saturday, November 22, 9 AM-noon
- Presbyterian Polity** \_\_\_\_ Thursday, January 15, 6-9 PM  
OR \_\_\_\_ Saturday, January 17, 9 AM-noon
- Worship** \_\_\_\_ Thursday, February 5, 6-9 PM  
OR \_\_\_\_ Saturday, February 7, 9 AM-noon
- Christian Education** \_\_\_\_ Thursday, March 12, 6-9 PM  
OR \_\_\_\_ Saturday, March 14, 9 AM-noon
- Stewardship** \_\_\_\_ Thursday, April 9, 6-9 PM  
OR \_\_\_\_ Saturday, April 11, 9 AM-noon
- Mission** \_\_\_\_ Thursday, May 7, 6-9 PM  
OR \_\_\_\_ Saturday, May 9, 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](http://www.wvpresbytery.org).

To register and pay by check, send completed form and registration fee to: Presbytery of West Virginia, PO Box 11720, Charleston, WV 25339.



# *Presby Prep*

*Starting September 2025*

*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 using Zoom. 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 be offered twice as long as there are enough registered. Participants must have an email address that they use and must 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 **Monday, August 11**. 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 who wish to continue with the ALP/CP program will need to complete an application form for Levels 2 and 3. Complete information about the preparation program, including the application form, can be found at [www.wvpresbytery.org](http://www.wvpresbytery.org).

## *Registration Information*

You may register and pay online at [www.wvpresbytery.org](http://www.wvpresbytery.org) OR complete this form and return with your payment to: Presbytery of West Virginia, PO Box 11720, Charleston, WV 25339.

Name \_\_\_\_\_

Phone \_\_\_\_\_ (cell) \_\_\_\_\_ (other)

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 when you register which day you plan to attend for each, though you may change to the other day as needed, if there are enough participants for courses to be on both days.**

**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 Committee's Leadership Development Coordinating Team Presents:

# “Preaching the Bible for Our Times”

with

**Karoline Lewis**

**Saturday, October 18, 2025**

**Village Chapel Presbyterian Church  
and on Zoom**

**9:30 AM – 4:30 PM**



**Course Description:** We know the Bible is the living word of God, but how does that belief connect to biblical authority and the relevance of scripture? This course will explore what it means to preach biblically, preach the Bible faithfully, and how our inter-contextualities truly make for a sermon to be an encounter with the resurrected Christ.

**Leader:** Karoline M. Lewis is the Marbury E. Anderson Chair in Biblical Preaching at Luther Seminary, St. Paul, MN; the Program Director for the Festival of Homiletics; a contributing writer for Working Preacher, and co-host of the site's weekly podcast, Sermon Brainwave. She is the author of *Preaching the Word: Contemporary Approaches to the Bible For The Pulpit*; *Belonging: Five Keys to Unlocking Your Potential as a Disciple*; *A Lay Preacher's Guide: How to Craft a Faithful Sermon*; *Embody: Five Steps to Leading With Integrity*; *SHE: Five Keys to Unlock the Power of Women in Ministry* and *John: Fortress Biblical Preaching Commentaries*, as well as numerous articles, book chapters, and web resources.

**Registration deadline:** Thursday, October 9. Cost: **\$40**, due with registration

To register and pay online, go to [www.wvpresbytery.org](http://www.wvpresbytery.org).

To pay by check, complete the form below and return it with a check to:  
Presbytery of West Virginia, P.O. Box 11720, Charleston, 25339.

Questions? Contact Susan Sharp Campbell at [susan\\_sharp\\_campbell@hotmail.com](mailto:susan_sharp_campbell@hotmail.com) or 304-667-9428.

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Name \_\_\_\_\_ Phone \_\_\_\_\_

Church \_\_\_\_\_ Email \_\_\_\_\_

“Preaching the Bible for Our Times” is part of the **EXPANDING YOUR MINISTRY TOOLBOX 2025**

