

Spring Stated Meeting

May 2, 2017

Appendices to Docket

PRESBYTERY OF ST. AUGUSTINE
SUMMARY OF REVENUES AND EXPENSES
March 31, 2017

	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Difference Fav. (Unfav.)</u>
REVENUES:			
Unified Giving	85,848	105,070	(19,222)
Selected giving	3,524	11,250	(7,726)
Investment income	11,110	15,250	(4,140)
Other funds used	-	-	-
	<u>100,483</u>	<u>131,570</u>	<u>(31,087)</u>
EXPENSES:			
Ministry areas	14,928	19,450	4,522
Montgomery contribution	16,250	16,250	-
Resource Center	-	-	-
Bills and Overtures Comm.	-	-	-
Personnel Committee	60,273	73,667	13,395
Meeting and Worship Planning	116	667	550
Review and Evaluation	-	125	125
Governing body expenses	24,453	40,783	16,330
Administrative expenses	8,425	10,306	1,882
Loan cost amortization	56	-	(56)
	<u>124,501</u>	<u>161,248</u>	<u>36,747</u>
NET OPERATING TOTAL	<u>(24,018)</u>	<u>(29,678)</u>	<u>5,660</u>

Accounts

Assets	
Cash	
001-1030-000 - FirstAtlantic -operating	\$5,974.16
001-1033-000 - FirstAtlantic Bank-MoneyMarket	\$249,784.23
001-1070-000 - UBS Financial Services, Inc	\$43,860.99
001-1530-000 - Texas Presbyterian Foundation	\$1,150,297.61
Total Cash	\$1,449,916.99
Other Current Assets	
001-1300-000 - Prepaid Insurance	\$8,029.25
001-1525-000 - Due to/from Loan Reserve	\$436,484.61
001-1572-000 - Due from MPCC	\$75,000.00
001-1586-000 - Due From Nueva Esperanza	\$14,155.85
001-1588-000 - Due From Geneva Presbyterian	\$1,738.52
001-1589-000 - Shared Grant/McLean	\$11,735.44
001-1590-000 - Due from Northside Presbyteria	\$1,659.60
001-1592-000 - Due from Fleming Island	\$248,000.06
001-1595-000 - Due from Highlands -Gainesvill	\$2,150.00
Total Other Current Assets	\$798,953.33
Accounts Receivable	
001-1100-000 - Accounts Receivable from Churc	(\$3,589.72)
001-1400-000 - Accounts Receivable	\$22,022.64
Total Accounts Receivable	\$18,432.92
Notes Receivable	
002-1200-000 - Due from MPCC -Interest	\$8,177.97
002-1215-000 - Nueva Esperanza	\$10,947.92
002-1216-000 - Allowance for Doubtful	(\$22,682.92)
002-1250-000 - Loan Closing Costs -Fleming Is	\$7,100.92
002-1251-000 - Accum Amortiz-Closing Costs-Ev	(\$711.96)
Total Notes Receivable	\$2,831.93
Property,Buildings & Equipment	
001-1700-000 - Office Equipment	\$43,739.88
001-1705-000 - Vehicles	\$41,500.63
001-1710-000 - Buildings & Improvements	\$60,264.50
001-1891-000 - Accumulated Depreciation	(\$108,155.10)
002-1710-000 - Buildings and Improvements	\$140,000.06
002-1791-000 - Office Improvements	\$237,623.00
002-1886-000 - Land	\$1,043,665.75
002-1891-000 - Accum. Depreciation	(\$216,161.25)
Total Property,Buildings & Equipment	\$1,242,477.47
Other Assets	
001-1999-000 - Suspense	\$29,000.00
Total Other Assets	\$29,000.00
Total Assets	\$3,541,612.64

Liabilities, Fund Principal, & Restricted Funds

Liabilities	
Non-Budgeted Causes	
Accounts and Notes Payable	
001-2000-000 - A/P Accrual	\$18,303.24
001-2004-000 - Due to/due from MPCC	\$13,274.62
001-2015-000 - Due to Montgomery -Special Fun	\$76,357.83
001-2025-000 - Due to MPCC-Current Yr Contrib	(\$38,750.00)
001-2565-000 - Executive Auto Escrow	\$22,584.93
001-2584-000 - Accrued Continuing Education	\$1,085.00
002-2002-000 - Due to/due from Presbytery	\$436,484.61
002-2120-000 - Fleming Island Note	\$587,438.24
Total Accounts and Notes Payable	\$1,116,778.47

Accounts

Administrative		
001-2601-000 - Per Capita paid for prior year	(<u>\$3,167.36</u>)	
Total Administrative	(<u>\$3,167.36</u>)	
Temporary Restricted		
001-2026-000 - Ragsdale Scholarship Fund	\$21,628.57	
001-2150-000 - Small Church Revitalization Do	\$7,363.47	
001-2230-000 - Mutual Mission -Hearts & Hands	\$4,946.33	
001-2232-000 - Mutual Mission -Medical Trips	\$10,068.55	
001-2233-000 - Mutual Mission -Youth Exchange	(\$3,035.40)	
001-2235-000 - Mutual Mission -Canning Factor	\$1,000.00	
001-2236-000 - Mutual Mission-Mobile Dental C	\$37,777.04	
001-2240-000 - Mutual Mission -Medical Restri	\$100,802.57	
001-2247-000 - Mutual Mission -Foundation	\$18,371.06	
001-2249-000 - Lebanese Theologica Training	\$3,990.00	
001-2251-000 - TIM/JAMAICA	(\$1,922.66)	
001-2260-000 - Peacemaking	\$21,727.99	
001-2265-000 - Pentecost	\$2,357.83	
001-2270-000 - Self Development of People	\$70.32	
001-2275-000 - Conflict Management Training	\$1,698.19	
001-2340-000 - Nichols Event	\$2,001.99	
001-2410-000 - Candidate Support Fund	\$10,037.67	
001-2432-000 - Sloan Theological Education Fu	\$2,451.93	
001-2560-000 - Urban Camp Scholarships	\$431.00	
001-2655-000 - Presbytery Men	\$122.99	
001-2950-000 - Resource Center Subscriptions	\$132.11	
Total Temporary Restricted	<u>\$242,021.55</u>	
Endowments		
001-2005-000 - Due to MPCC/Foundation Funds	\$2,309.43	
001-2120-000 - Charles J. Williams Foundation	\$51,886.46	
001-2420-000 - Corbin Fund Invested	\$39,657.12	
001-2553-000 - TIM/Pastoral Counsel	\$106,659.58	
001-2554-000 - TIM/Pastoral Counsel, Gainesvi	\$91,221.27	
001-2555-000 - TIM/Community Development	\$184,591.96	
001-2562-000 - Mack Martin Fund/Camp Scholars	\$45.44	
Total Endowments	<u>\$476,371.26</u>	
Total Non-Budgeted Causes		<u>\$1,832,003.92</u>
Total Liabilities		<u>\$1,832,003.92</u>
Fund Principal		
001-3000-000 - Permanently Restricted	(\$371,599.40)	
001-3300-000 - Unrestricted Reserves	\$584,223.44	
001-3400-000 - Restricted Reserves	\$500.00	
001-3500-000 - Presbytery Fund Principal	\$384,621.38	
001-3600-700 - Fund Principal -Live Oak	\$32,588.87	
001-3700-000 - Permanent Restriction	\$371,599.40	
002-3002-000 - Fleming Island Fund	\$24,389.85	
002-3003-000 - TIM/NCD	\$25,327.82	
002-3100-000 - Unrestricted Fund Balance	\$681,975.13	
Excess Cash Received	(\$24,017.77)	
Total Fund Principal and Excess Cash Received		<u>\$1,709,608.72</u>
Restricted Funds		
Total Temporarily Restricted	\$0.00	
Total Permanently Restricted	\$0.00	
Total Restricted Funds		<u>\$0.00</u>
Total Liabilities, Fund Principal, & Restricted Funds		<u><u>\$3,541,612.64</u></u>

010-Presbytery of St. Aug
Analysis of Revenues & Expenses - 2017
March 2017

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
Revenues						
Acceptances						
Unified Giving						
001-4110-000 - Unified Giving	\$520,000.00	\$52,796.69	\$32,845.87	\$105,070.26	\$85,848.49	(\$19,221.77)
Total Unified Giving	\$520,000.00	\$52,796.69	\$32,845.87	\$105,070.26	\$85,848.49	(\$19,221.77)
Selected Giving						
001-4210-000 - Selected General Assembly	\$40,000.00	\$3,333.33	\$3,248.42	\$9,999.99	\$3,273.42	(\$6,726.57)
001-4230-000 - Selected Presbytery	\$5,000.00	\$416.67	\$888.76	\$1,250.01	\$250.64	(\$999.37)
Total Selected Giving	\$45,000.00	\$3,750.00	\$4,137.18	\$11,250.00	\$3,524.06	(\$7,725.94)
Total Acceptances	\$565,000.00	\$56,546.69	\$36,983.05	\$116,320.26	\$89,372.55	(\$26,947.71)
Other Receipts						
001-4310-000 - Investment Income	\$60,000.00	\$5,000.00	\$108.15	\$15,000.00	\$10,639.65	(\$4,360.35)
001-4316-000 - Foundation Earnings	\$1,000.00	\$250.00	\$0.00	\$250.00	\$36.29	(\$213.71)
002-4015-000 - Foundation Earnings/LRA	\$0.00	\$0.00	\$0.00	\$0.00	\$434.31	\$434.31
Total Other Receipts	\$61,000.00	\$5,250.00	\$108.15	\$15,250.00	\$11,110.25	(\$4,139.75)
Other Funds Used						
001-4420-000 - TIM Comm Development TSFR	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Funds Used	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues	\$631,000.00	\$61,796.69	\$37,091.20	\$131,570.26	\$100,482.80	(\$31,087.46)
Expenses						
Ministry Areas						
Congregational Ministry/Missio						
Crisis and Misconduct Response						
001-5201-001 - Crisis Response Training/Expen	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-5205-001 - Crisis Response Mileage	\$500.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01
001-5209-001 - Translation Services	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
Total Crisis and Misconduct Response	\$2,500.00	\$208.33	\$0.00	\$624.99	\$0.00	\$624.99
Total Congregational Ministry/Missio	\$2,500.00	\$208.33	\$0.00	\$624.99	\$0.00	\$624.99
New Church Communities						
New Church Development						
Realty Expenses						
001-5314-002 - Restricted Income toward NCD M	(\$8,000.00)	(\$2,000.00)	\$0.00	(\$2,000.00)	(\$1,805.89)	(\$194.11)
001-5318-002 - Mortgage Prin Payments	\$24,000.00	\$2,000.00	\$3,998.66	\$6,000.00	\$5,990.74	\$9.26
001-5320-002 - Interest -Fleming Island	\$29,000.00	\$2,416.67	\$4,990.66	\$7,250.01	\$7,493.24	(\$243.23)
Total Realty Expenses	\$45,000.00	\$2,416.67	\$8,989.32	\$11,250.01	\$11,678.09	(\$428.08)
Total New Church Development	\$45,000.00	\$2,416.67	\$8,989.32	\$11,250.01	\$11,678.09	(\$428.08)
Total New Missional Communities	\$45,000.00	\$2,416.67	\$8,989.32	\$11,250.01	\$11,678.09	(\$428.08)
Leadership Ministries						
Candidates and Inquirers						
001-5410-003 - Candidate Financial Support	\$4,500.00	\$375.00	\$0.00	\$1,125.00	\$0.00	\$1,125.00

010-Presbytery of St. Aug
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Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
001-5420-003 - Career Counseling Center	\$2,000.00	\$166.67	\$0.00	\$500.01	\$0.00	\$500.01
001-5430-003 - Consultations and Final Assess	\$3,500.00	\$291.67	\$0.00	\$875.01	\$0.00	\$875.01
001-5435-003 - CPM Supplies/Manuals	\$500.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01
Total Candidates and Inquirers	\$10,500.00	\$875.01	\$0.00	\$2,625.03	\$0.00	\$2,625.03
Pastoral Support						
001-5470-003 - Pastoral Support Groups	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-5471-003 - Board of Pensions Shared Grant	\$4,800.00	\$400.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
001-5475-003 - Clergy Retreats	\$5,000.00	\$416.67	\$0.00	\$1,250.01	\$0.00	\$1,250.01
001-5480-003 - Pastoral Counseling Center	\$5,400.00	\$450.00	\$450.00	\$1,350.00	\$1,350.00	\$0.00
001-5485-003 - Counseling Scholarships	\$2,100.00	\$175.00	\$360.00	\$525.00	\$400.00	\$125.00
001-5488-003 - Counseling Endowment-Jacksonvi	(\$7,500.00)	(\$625.00)	\$0.00	(\$1,875.00)	\$0.00	(\$1,875.00)
001-5499-003 - BOP Shared Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)
Total Pastoral Support	\$10,800.00	\$900.00	\$810.00	\$2,700.00	\$3,250.00	(\$550.00)
Leadership Training						
001-5492-003 - Officer Training	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-5494-003 - Enrichment	\$3,500.00	\$291.67	\$0.00	\$875.01	\$0.00	\$875.01
Total Leadership Training	\$4,500.00	\$375.00	\$0.00	\$1,125.00	\$0.00	\$1,125.00
Youth and Youth Leadership						
001-5495-003 - Youth Professionals	\$1,500.00	\$125.00	\$0.00	\$375.00	\$0.00	\$375.00
001-5496-003 - Youth Triennium	\$3,000.00	\$250.00	\$0.00	\$750.00	\$0.00	\$750.00
Total Youth and Youth Leadership	\$4,500.00	\$375.00	\$0.00	\$1,125.00	\$0.00	\$1,125.00
Total Leadership Ministries	\$30,300.00	\$2,525.01	\$810.00	\$7,575.03	\$3,250.00	\$4,325.03
Total Ministry Areas	\$77,800.00	\$5,150.01	\$9,799.32	\$19,450.03	\$14,928.09	\$4,521.94
Montgomery Conference Center						
001-5500-004 - Montgomery Center Contribution	\$65,000.00	\$5,416.67	\$5,416.66	\$16,250.01	\$16,250.00	\$0.01
Total Montgomery Conference Center	\$65,000.00	\$5,416.67	\$5,416.66	\$16,250.01	\$16,250.00	\$0.01
Presbytery Council						
Personnel Committee						
Executive Presbyter						
001-5000-011 - Salary -Exec. Presbyter	\$19,313.00	\$6,437.66	\$6,437.50	\$19,313.00	\$19,112.50	\$200.50
001-5030-011 - Benefits Package-EP	\$7,049.00	\$2,349.66	\$2,212.14	\$7,049.00	\$7,903.60	(\$854.60)
001-5040-011 - FICA-EP	\$1,477.00	\$492.34	\$492.46	\$1,477.00	\$1,477.39	(\$0.39)
Total Executive Presbyter	\$27,839.00	\$9,279.66	\$9,142.10	\$27,839.00	\$28,493.49	(\$654.49)
Financial Secretary						
001-5001-011 - Salary	\$47,459.00	\$3,954.92	\$3,954.92	\$11,864.76	\$11,864.76	\$0.00
001-5031-011 - Benefit Package	\$14,500.00	\$1,208.33	\$1,179.63	\$3,624.99	\$3,538.89	\$86.10
001-5041-011 - FICA	\$3,631.00	\$302.58	\$302.54	\$907.74	\$907.62	\$0.12
Total Financial Secretary	\$65,590.00	\$5,465.83	\$5,437.09	\$16,397.49	\$16,311.27	\$86.22
Communication Coordinator						
001-5002-011 - Salary	\$30,000.00	\$2,500.00	\$778.55	\$7,500.00	\$1,100.55	\$6,399.45
001-5042-011 - FICA	\$2,295.00	\$191.25	\$59.56	\$573.75	\$84.19	\$489.56

010-Presbytery of St. Aug
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March 2017

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
Total Communication Coordinator	\$32,295.00	\$2,691.25	\$838.11	\$8,073.75	\$1,184.74	\$6,889.01
Summer/Seasonal Staff	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-5005-011 - Salary-S/SS	\$3,825.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-5045-011 - FICA-S/SS	\$1,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-5046-011 - Payroll Processing Fee	\$55,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Summer/Seasonal Staff	\$31,490.00	\$2,624.17	\$2,627.16	\$7,872.51	\$7,881.48	(\$8.97)
Stated Clerk	\$20,000.00	\$1,666.67	\$1,666.68	\$5,000.01	\$5,000.04	(\$0.03)
001-5003-011 - Stated Clerk	\$3,939.00	\$328.25	\$328.50	\$984.75	\$985.50	(\$0.75)
001-5023-011 - Stated Clerk -Housing	\$2,500.00	\$208.33	\$0.00	\$624.99	\$109.89	\$515.10
001-5043-011 - SECA -Stated Clerk	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-5061-011 - Travel and Expense-Stated Cler	\$2,500.00	\$208.33	\$0.00	\$624.99	\$306.34	\$318.65
001-5062-011 - Continuing Education-Stated CI	\$61,429.00	\$5,119.08	\$4,622.34	\$15,357.24	\$14,283.25	\$1,073.99
001-5063-011 - Auto Expenses	\$19,200.00	\$1,600.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00
Total Stated Clerk	\$4,800.00	\$400.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
Area Relationship Coordinators	\$24,000.00	\$2,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
001-5440-011 - Salaries	\$32,818.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-5445-011 - Expenses-Travel, Meals, Etc	\$32,818.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Area Relationship Coordinators	\$298,971.00	\$24,555.82	\$20,039.64	\$73,667.48	\$60,272.75	\$13,394.73
Other Presbytery Leadership	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-4850-011 - Other Presbyterian Leadership	\$2,000.00	\$0.00	\$16.48	\$666.67	\$116.48	\$550.19
Total Other Presbytery Leadership	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Personnel Committee	\$2,700.00	\$0.00	\$16.48	\$666.67	\$116.48	\$550.19
Meeting and Worship Planning	\$62.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-5500-010 - Minutes	\$500.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01
001-6250-012 - Meeting Expense	\$562.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01
001-7015-012 - Speakers' Honoraria & Expenses	\$62.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Meeting and Worship Planning	\$89,000.00	\$7,416.67	\$7,107.98	\$22,250.00	\$14,466.32	\$7,783.68
Review and Evaluation	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-6000-013 - Annual Report	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-7020-013 - Discernment and Design	\$562.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01
Total Review and Evaluation	\$5,000.00	\$416.67	\$192.90	\$1,250.01	\$192.90	\$1,057.11
Governing Body Expense	\$17,000.00	\$1,416.67	\$1,416.66	\$4,250.01	\$4,250.00	\$0.01
General Assembly and Synod	\$40,000.00	\$3,333.33	\$3,248.42	\$9,999.99	\$3,273.42	\$6,726.57
001-6160-014 - OGA & Mid-Council Meeting Exp	\$7,000.00	\$583.33	\$583.33	\$1,749.99	\$1,749.99	\$0.00
001-6170-014 - General Assembly Unified	\$20,000.00	\$1,666.67	\$1,666.67	\$5,000.00	\$5,000.00	(\$0.01)
001-6190-014 - General Assembly Selected	\$89,000.00	\$7,416.67	\$7,107.98	\$22,250.00	\$14,466.32	\$7,783.68
001-7025-014 - Synod of South Atlantic -Missi	\$20,000.00	\$1,666.67	\$1,666.67	\$5,000.00	\$5,000.00	(\$0.01)
001-7030-014 - Synod of So. Atlantic -Per Cap	\$89,000.00	\$7,416.67	\$7,107.98	\$22,250.00	\$14,466.32	\$7,783.68
Total General Assembly and Synod	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
Presbytery	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
001-6050-014 - Clergy/Educator Meal Expenses						

010-Presbytery of St. Aug
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001-6060-014 - Committee/Commission Meals	\$2,400.00	\$200.00	\$176.00	\$600.00	\$1,025.23	\$600.00	\$1,025.23	(\$425.23)
001-6090-014 - Conference Calls	\$2,000.00	\$166.67	\$178.60	\$500.01	\$774.78	\$500.01	\$774.78	(\$274.77)
001-6120-014 - Disaster Assist. Comm(Salary C	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00
001-6140-014 - Dues and Subscriptions	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-6180-014 - General Operating Expenses	\$2,500.00	\$208.33	\$220.12	\$624.99	\$220.12	\$624.99	\$220.12	\$404.87
001-6240-014 - Legal Expenses	\$5,000.00	\$416.67	\$0.00	\$1,250.01	\$1,869.50	\$1,250.01	\$1,869.50	(\$619.49)
001-6245-014 - Permanent Judicial Commission	\$200.00	\$16.67	\$0.00	\$50.01	\$0.00	\$50.01	\$0.00	\$50.01
001-6250-014 - Admin. Commission Expenses	\$5,000.00	\$416.67	\$0.00	\$1,250.01	\$0.00	\$1,250.01	\$0.00	\$1,250.01
001-6260-014 - Mileage Reimbursement	\$750.00	\$62.50	\$108.07	\$187.50	\$108.07	\$187.50	\$108.07	\$79.43
001-6270-014 - Moderator's Expenses	\$2,500.00	\$0.00	\$0.00	\$320.00	\$320.00	\$320.00	\$320.00	\$0.00
001-6300-014 - Presbytery Consultant 2015-17	\$10,000.00	\$2,500.00	\$0.00	\$7,500.00	\$5,668.50	\$7,500.00	\$5,668.50	\$1,831.50
Total Presbytery	\$37,410.00	\$10,070.84	\$682.79	\$18,532.52	\$9,986.20	\$18,532.52	\$9,986.20	\$8,546.32
Total Governing Body Expense	\$126,410.00	\$17,487.51	\$7,790.77	\$40,782.52	\$24,452.52	\$40,782.52	\$24,452.52	\$16,330.00
Administrative Expense								
001-6010-015 - Audit	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
001-6030-015 - Building-Major Repair Fund	\$4,800.00	\$400.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00
001-6040-015 - Building Maintenance	\$2,000.00	\$166.67	\$0.00	\$500.01	\$186.00	\$500.01	\$186.00	\$314.01
001-6070-015 - Computer Program/Monthly Maint	\$3,500.00	\$291.67	\$206.50	\$875.01	\$719.49	\$875.01	\$719.49	\$155.52
001-6080-015 - Computer/Printer/Equipment	\$1,500.00	\$125.00	\$0.00	\$375.00	\$75.00	\$375.00	\$75.00	\$300.00
001-6110-015 - Copy Machine	\$4,800.00	\$400.00	\$1,063.73	\$1,200.00	\$1,325.88	\$1,200.00	\$1,325.88	(\$125.88)
001-6150-015 - Electricity	\$3,000.00	\$250.00	\$84.30	\$750.00	\$296.85	\$750.00	\$296.85	\$453.15
001-6200-015 - Grounds	\$1,400.00	\$116.67	\$90.00	\$350.01	\$270.00	\$350.01	\$270.00	\$80.01
001-6210-015 - Insurance	\$11,000.00	\$0.00	\$705.00	\$0.00	\$705.00	\$0.00	\$705.00	(\$705.00)
001-6220-015 - Internet Access	\$2,500.00	\$208.33	\$483.45	\$624.99	\$850.25	\$624.99	\$850.25	(\$225.26)
001-6230-015 - Janitorial	\$1,400.00	\$116.67	\$117.00	\$350.01	\$351.00	\$350.01	\$351.00	(\$0.99)
001-6232-015 - Loan Amortization	\$225.00	\$18.75	\$0.00	\$56.25	\$0.00	\$56.25	\$0.00	\$56.25
001-6275-015 - Office Equipment	\$500.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01	\$0.00	\$125.01
001-6280-015 - Office Equip. Repair & Mainten	\$500.00	\$41.67	\$0.00	\$125.01	\$0.00	\$125.01	\$0.00	\$125.01
001-6290-015 - Office Supplies	\$3,000.00	\$250.00	\$181.62	\$750.00	\$670.97	\$750.00	\$670.97	\$79.03
001-6295-015 - Payroll Processing	\$2,400.00	\$200.00	\$275.04	\$600.00	\$807.21	\$600.00	\$807.21	(\$207.21)
001-6299-015 - Postage	\$2,000.00	\$166.67	\$35.73	\$500.01	\$424.85	\$500.01	\$424.85	\$75.16
001-7010-015 - Software	\$500.00	\$41.67	\$0.00	\$125.01	\$51.48	\$125.01	\$51.48	\$73.53
001-7035-015 - Telephone	\$6,000.00	\$500.00	\$470.37	\$1,500.00	\$1,423.48	\$1,500.00	\$1,423.48	\$76.52
001-7040-015 - Water and Sewer	\$1,200.00	\$100.00	\$86.92	\$300.00	\$267.11	\$300.00	\$267.11	\$32.89
Total Administrative Expense	\$62,225.00	\$3,435.44	\$3,799.66	\$10,306.32	\$8,424.57	\$10,306.32	\$8,424.57	\$1,881.75
Total Presbytery Council	\$490,868.00	\$45,520.44	\$31,646.55	\$125,548.00	\$93,266.32	\$125,548.00	\$93,266.32	\$32,281.68
Total Expenses	\$633,668.00	\$56,087.12	\$46,862.53	\$161,248.04	\$124,444.41	\$161,248.04	\$124,444.41	\$36,803.63
Net Total	(\$2,668.00)	\$5,709.57	(\$9,771.33)	(\$29,677.78)	(\$23,961.61)	(\$29,677.78)	(\$23,961.61)	\$5,716.17
Other Expenses								

010-Presbytery of St. Aug
 Analysis of Revenues & Expenses - 2017
 March 2017

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
002-6002-000 - Loan Cost Amortization	\$0.00	\$0.00	\$18.72	\$0.00	\$56.16	(\$56.16)
Total Other Expenses	\$0.00	\$0.00	\$18.72	\$0.00	\$56.16	(\$56.16)
Net Operating Total	(\$2,668.00)	\$5,709.57	(\$9,790.05)	(\$29,677.78)	(\$24,017.77)	\$5,660.01

Presbytery of St. Augustine													
Statement of Monies Received													
3/31/2017													
Ch #	Church	1	2	3	4	5	6	7	8	9	10	11	12
		Per Capita Assessed	Per Capita Paid	2017 Commit/Pledge	Frequency	Periodic Payment	Pledge Accrued YTD	Pledge Paid YTD	Pledge YTD Variance	Mutual Mission	Selected GA	Special and Other Offerings	Total Paid (2+6+8+9+10)
20112	Alachua	127.50		200.00	Q	50.00	50.00		(50.00)				
20124	Arlington	487.50	487.00	4,200.00	M	350.00	1,050.00	1,050.00			131.50	25.00	1,693.50
20113	Bethlehem	307.50	307.50	2,040.00	M	170.00	510.00	2,040.00	1,530.00	31.62	245.00		2,624.12
20115	Branford	352.50			Q								
20125	Calvin	180.00	180.00		Q			85.00	85.00	61.00	280.00	1,055.00	1,661.00
20114	Community	5,797.50		30,000.00	M	2,500.00	7,500.00	7,500.00		767.50	1,861.00		10,128.50
11000	Countryside	1,837.50			M								
10920	Covenant, G	292.50	300.00		A					164.05	1,349.00		5,813.05
1312	Crescent City	360.00	360.00	1,000.00	M	83.33	249.99	250.00	0.01	188.00		1,150.00	1,948.00
20116	Dunnellon	1,605.00	1,545.00	8,240.00	M	686.67	2,060.01	2,060.01		42.59	810.00		4,457.60
20117	Fairfield	487.50	487.50	4,000.00	M	333.33	999.99	1,100.42	100.43	15.00			1,602.92
20149	Faith	382.50			M								
20118	Fernandina	6,270.00		27,000.00		2,700.00	2,700.00	2,700.00		152.00			2,852.00
11985	Fleming Island	1,687.50											
20128	Ft. Caroline	450.00			M						460.00		460.00
20151	Ft. King	1,620.00			Q			1,000.00	1,000.00	264.51			1,264.51
20119	Gainesville 1st	5,310.00	1,164.51	9,000.00	M	750.00		2,250.00	2,250.00				3,414.51
10999	Geneva	1,350.00	1,350.00		Q			825.00	825.00				2,175.00
20120	Grace	660.00	660.00		M			125.00	125.00	57.61	20.00		862.61
1316	Green Cove Springs	1,822.50		14,000.00	Q	3,500.00	3,500.00		(3,500.00)	254.30		4,330.00	4,584.30
20123	High Springs	457.50			A								
20121	Highlands, Gainesville	315.00											
3679	Highlands, Jax	2,632.50	2,527.60	7,500.00	M	625.00	1,875.00	1,200.00	(675.00)	713.00	1,982.00		6,422.60
11320	Hodges	2,987.50	2,987.50	24,000.00	M	2,000.00	6,000.00	6,000.00		237.25	3,422.63		12,547.38
20143	Jasper	555.00		1,920.00	M	160.00	480.00	480.00		79.48	102.75		662.23
20122	Kanapaha	697.50	697.50	3,000.00	Q	750.00	750.00	750.00			100.00		1,547.50
11319	Kirkwood	727.50		1,000.00	M	83.33	249.99		(249.99)				
10739	Korean	517.50			M								
20144	Lake City	2,100.00		10,000.00	M	833.33	2,499.99	833.33	(1,666.66)		678.00		1,511.33
20129	Lake Shore	562.50	562.50	3,000.00	M	250.00	750.00	750.00			50.00		1,362.50
20130	Lakewood	3,135.00	1,567.50	12,000.00	M	1,000.00	3,000.00	2,000.00	(1,000.00)		134.61		3,702.11
10738	Marion Oaks	465.00	465.00	1,000.00	M	83.33	249.99	400.00	150.01				865.00
20147	Mayport	202.50	202.50	500.00	A	500.00		500.00	500.00		211.00		913.50
20148	McIntosh	660.00			M								
1320	Memorial	5,460.00		29,120.00	M	2,426.67	7,280.01	5,294.57	(1,985.44)	369.00	3,749.68		9,413.25
10998	Middleburg	322.50	322.50	4,000.00	M	333.33	999.99	1,002.00	2.01	83.61	559.00		1,967.11
20145	Mikesville	435.00			A					120.72	92.00		212.72
20133	Murray Hill	442.50	442.50		M								442.50
11713	Nueva Esperanza	337.50			A								
20150	Ocala 1st	6,892.50	6,892.50	50,000.00	M	4,166.67	12,500.01	12,500.01		465.43	5,156.42	105.00	25,119.36

Presbytery of St. Augustine		Statement of Monies Received											
		3/31/2017											
		1	2	3	4	5	6	7	8	9	10	11	12
20153	Orange Park	1,740.00	475.02	1,000.00	M	83.33	249.99	250.02	0.03		2,083.13		2,808.17
20154	Palatka 1st	1,695.00	1,695.00	1,880.00	M	156.67	470.01	470.01			498.00		2,663.01
4017	Palms	10,582.50	5,291.25	70,455.00	M	5,871.25	17,613.75	15,881.00	(1,732.75)				21,172.25
20140	Peace	825.00	825.00	5,000.00	M	416.67	1,250.01	1,260.00	9.99				2,085.00
20155	Perry 1st	1,192.50		4,000.00	M	333.33	999.99		(999.99)	476.18			476.18
20156	Reddick	135.00	135.00	200.00	M	16.67	50.01		(50.01)	50.00			185.00
20136	Riverside	9,172.50		68,600.00	M	5,716.67	17,150.01		(17,150.01)		963.00		963.00
20157	San Mateo	765.00		2,000.00	A	2,000.00					400.00		400.00
20152	Silver Springs Shores	952.50			A								
20139	South Jacksonville	2,497.50		12,000.00	M	1,000.00	3,000.00	3,000.00					3,000.00
20137	St. Andrews	982.50	624.00	8,500.00	M	708.33	2,124.99	2,693.12	588.13		25.00		3,342.12
23306	St. Giles	2,617.50	2,617.50		M			1,149.00	1,149.00	166.50			3,953.00
20138	St. Johns	3,202.50	912.00	14,000.00	M	1,166.67	3,500.01	4,200.00	699.99				5,112.00
20158	Starke 1st	510.00	510.00		A								510.00
10591	Trinity, Palm Coast	3,802.50	3,802.50		S						800.00		4,602.50
1324	Weirsdale	1,155.00		2,000.00	Q	500.00	500.00		(500.00)				
10075	Westminster, G	810.00			A					286.75	978.00	433.14	1,699.89
20159	White Springs	45.00	45.00		Q			250.00	250.00			100.00	395.00
20160	Williston	240.00			M								
234	Woodlawn	4,072.50		20,000.00	Q	5,000.00	5,000.00		(5,000.00)				
	zz Adjustments to budget*				M								
	Totals	108,187.50	40,341.38	456,355.00		47,304.58	107,163.74	85,848.49	(21,315.25)	4,880.10	27,329.72	7,198.14	165,597.83

* adjustments for changes in pledges received after budget confirmation.

MONTGOMERY PRESBYTERIAN CONFERENCE CENTER
SUMMARY OF REVENUES AND EXPENSES
March 31, 2017

	Actual YTD	Budget YTD	Difference Fav. (Unfav.)
REVENUES:			
User Groups	52,398	34,373	18,025
MPCC Programs	-	13,784	(13,784)
Contributions-Presbytery	16,250	16,250	(0)
Other Contributions	38,043	-	38,043
Interest Income	-	13	(13)
Total Revenue	<u>106,691</u>	<u>64,419</u>	<u>42,271</u>
EXPENSES:			
Salaries and Benefits	57,606	66,524	8,918
Administrative Expenses	5,814	5,550	(264)
Insurance	6,997	7,295	297
MPCC Programs	4,160	4,937	778
Foodservice	8,493	19,750	11,257
Housekeeping	375	688	312
Maintenance	2,596	7,875	5,279
Utilities	8,471	10,463	1,991
Misc Income/Expense	85	188	102
Mortgage	20,378	20,378	0
Total Expenses	<u>114,978</u>	<u>143,647</u>	<u>28,669</u>
NET OPERATING TOTAL	<u><u>(8,287)</u></u>	<u><u>(79,228)</u></u>	<u><u>70,941</u></u>

Accounts

Assets

Cash		
Cash in Banks		
04-1020-004 - FirstAtlantic -operating	\$2,964.61	
04-1025-004 - FirstAtlantic -MMKT (Mandarin F	\$38,022.05	
04-1120-004 - Compass Bank Checking	\$13,091.86	
04-1130-004 - Petty Cash-checking	\$2,397.00	
04-1132-004 - Petty Cash -cash	\$100.00	
Total Cash in Banks	\$56,575.52	
Interfund Receivable		
04-1050-004 - Due from General Fund-Special F	\$13,274.62	
04-1400-004 - Due from General Fund -Special	\$76,357.83	
04-1500-004 - Due from Gen. Fund(Foundation)	\$2,309.43	
04-1550-004 - Presbytery Contribution (Excess	(\$38,750.00)	
Total Interfund Receivable	\$53,191.88	
Total Cash		\$109,767.40
Accts Receivable/Current Asset		
04-1300-004 - Prepaid Insurance	\$3,291.08	
04-1600-004 - A/R-User Groups	\$12,806.48	
04-1617-004 - A/R-Summer Camp - 2016	\$10,105.00	
Total Accts Receivable/Current Asset		\$26,202.56
Land/Improvements		
04-1405-004 - Equipment	\$189,122.85	
04-1410-004 - Furniture and Fixtures	\$158,944.29	
04-1420-004 - Buildings	\$2,096,357.43	
04-1430-004 - Building Improvements	\$182,921.90	
04-1435-004 - Software	\$1,153.00	
04-1450-004 - Land	\$334,000.00	
04-1490-004 - Accumulated Depreciation	(\$1,821,235.63)	
04-1700-004 - Land and Improvements	\$6,710.24	
Total Land/Improvements		\$1,147,974.08
Other Assets		
04-1640-004 - Unamortized Loan Closing Costs	\$6,506.08	
04-1641-004 - Accumulated Amortization	(\$4,498.60)	
Total Other Assets		\$2,007.48
Total Assets		\$1,285,951.52

Liabilities, Fund Principal, & Restricted Funds

Liabilities

Fund Principal

Current Liabilities

04-2000-004 - Accounts Payable Accrued	\$4,298.16
04-2046-004 - Automobile Reserve	\$7,000.00
04-2060-004 - Due to Loan Reserve -Interest	\$8,177.97
04-2222-004 - User Deposits - Summer	\$13,820.00
04-2223-004 - User Deposits Used by Scholarsh	(\$10,252.50)
04-2224-004 - User Group Deposits	\$12,579.65
04-2230-004 - Due to Presbytery	\$75,000.00
04-2250-004 - Mandarin Donation	\$38,062.16
04-2275-101 - Cabin Restoration #101	(\$216.58)
04-2275-102 - Cabin Restoration #102	(\$1,213.14)
04-2275-103 - Cabin Restoration #103	\$2,316.63
04-2275-104 - Cabin Restoration #104	\$2,522.86
04-2275-105 - Cabin Restoration #105	\$2,236.86
04-2275-106 - Cabin Restoration #106	\$1,280.86
04-2275-107 - Cabin Restoration #107	\$3,072.05
04-2275-108 - Cabin Restoration #108	\$1,836.86

Accounts

04-2275-109 - Cabin Restoration #109	\$1,894.71	
04-2275-111 - Cabin Restoration #111	(\$255.95)	
04-2275-112 - Gregory Lodge Restoration	\$639.68	
Total Current Liabilities	\$162,800.28	
Long Term Liabilities		
04-2007-004 - EverBank -Mortgage	\$707,315.66	
04-2009-004 - Note Payable-EverBank-Principal	(\$9,661.78)	
Total Long Term Liabilities	\$697,653.88	
Restricted Fund Balances		
04-2011-004 - Friends -Unrestricted	\$37,470.77	
04-2020-004 - Friends-Camp Scholarships	\$5,809.27	
04-2021-004 - Friends-B. Cole Memorial Schola	\$43.71	
04-2031-004 - Designated Scholarship Fund	\$1,500.00	
04-2040-004 - EW Albright Scholarships-Founda	\$2,309.43	
04-2042-004 - S. McPherson McKinnon-Int. Earn	\$4,974.51	
Total Restricted Fund Balances	\$52,107.69	
Unrestricted Fund Balances		
04-3100-004 - Unrestricted Reserve,incl. land	\$372,015.13	
04-3120-004 - EverBank Principal Payments	\$9,661.78	
Total Unrestricted Fund Balances	\$381,676.91	
Excess Cash Received	(\$8,287.24)	
Total Fund Principal and Excess Cash Received		\$1,285,951.52
Restricted Funds		
Total Temporarily Restricted	\$0.00	
Total Permanently Restricted	\$0.00	
Total Restricted Funds		\$0.00
Total Liabilities, Fund Principal, & Restricted Funds		\$1,285,951.52

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
Revenues						
Business Income						
User Groups						
04-4015-001 - Presbyterian Churches-Food	\$20,646.00	\$0.00	\$0.00	\$825.84	\$2,795.75	\$1,969.91
04-4015-002 - Presbyterian Churches-Program	\$13,986.00	\$0.00	\$0.00	\$839.16	\$288.00	(\$551.16)
04-4015-003 - Presbyterian Churches-Property	\$31,968.00	\$0.00	\$276.50	\$2,877.12	\$3,875.25	\$998.13
04-4020-001 - Other Churches-Foodservice	\$11,356.00	\$454.24	\$1,081.75	\$2,384.76	\$1,475.50	(\$909.26)
04-4020-002 - Other Churches - Program	\$7,014.00	\$420.84	\$0.00	\$981.96	\$0.00	(\$981.96)
04-4020-003 - Other Churches - Property	\$15,698.00	\$470.04	\$3,711.00	\$4,528.50	\$3,816.00	(\$712.50)
04-4025-001 - Non-Church- Foodservice	\$40,290.00	\$2,014.50	\$4,564.00	\$8,090.90	\$16,276.00	\$8,185.10
04-4025-002 - Non-Church - Program	\$23,700.00	\$0.00	\$0.00	\$237.00	\$300.00	\$63.00
04-4025-003 - Non-Church - Property	\$56,880.00	\$3,381.60	\$7,773.00	\$11,382.40	\$22,754.59	\$11,372.19
04-4030-001 - Presbytery - Foodservice	\$8,900.00	\$741.67	\$176.00	\$2,225.01	\$780.00	(\$1,445.01)
04-4030-003 - Presbytery - Property	\$0.00	\$0.00	\$8.20	\$0.00	\$36.60	\$36.60
Total User Groups	\$230,438.00	\$7,482.89	\$17,590.45	\$34,372.65	\$52,397.69	\$18,025.04
MPCC Programs						
04-4035-001 - Summer Camp - Food	\$70,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-4035-002 - Summer - Program	\$70,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-4035-003 - Summer - Property	\$63,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-4045-001 - SAM - Foodservice	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-4045-002 - SAM - Program	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-4050-001 - Other - Foodservice	\$4,510.00	\$1,227.70	\$0.00	\$1,227.70	\$0.00	(\$1,227.70)
04-4050-002 - Other - Program	\$1,870.00	\$1,309.00	\$0.00	\$1,309.00	\$0.00	(\$1,309.00)
04-4050-003 - Other - Property	\$4,620.00	\$1,247.40	\$0.00	\$1,247.40	\$0.00	(\$1,247.40)
04-4200-004 - Special Contributions	\$40,000.00	\$3,333.33	\$0.00	\$9,999.99	\$0.00	(\$9,999.99)
Total MPCC Programs	\$257,500.00	\$7,117.43	\$0.00	\$13,784.09	\$0.00	(\$13,784.09)
Contributions						
Presbytery						
04-4060-004 - Presbytery Contribution	\$65,000.00	\$5,416.67	\$5,416.66	\$16,250.01	\$16,250.00	(\$0.01)
Total Presbytery	\$65,000.00	\$5,416.67	\$5,416.66	\$16,250.01	\$16,250.00	(\$0.01)
Other Contributions						
04-4070-004 - Contributions	\$0.00	\$0.00	\$33,016.79	\$0.00	\$38,042.94	\$38,042.94
Total Other Contributions	\$0.00	\$0.00	\$33,016.79	\$0.00	\$38,042.94	\$38,042.94
Total Contributions	\$65,000.00	\$5,416.67	\$38,433.45	\$16,250.01	\$54,292.94	\$38,042.93
Interest Income						
04-4065-004 - Interest Income	\$50.00	\$4.17	\$0.00	\$12.51	\$0.00	(\$12.51)
Total Interest Income	\$50.00	\$4.17	\$0.00	\$12.51	\$0.00	(\$12.51)
Total Business Income	\$552,988.00	\$20,021.16	\$56,023.90	\$64,419.26	\$106,690.63	\$42,271.37
Total Revenues	\$552,988.00	\$20,021.16	\$56,023.90	\$64,419.26	\$106,690.63	\$42,271.37
Expenses						

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
Salaries and Benefits						
Division 2 -Full Time Staff						
04-5010-004 - Executive Director	\$43,680.00	\$3,360.00	\$3,460.80	\$10,080.00	\$10,382.40	(\$302.40)
04-5020-002 - Program Director	\$29,000.00	\$2,230.77	\$2,230.76	\$6,692.31	\$6,692.28	\$0.03
04-5030-004 - Office Manager-Administrative	\$25,750.00	\$1,980.77	\$1,980.76	\$5,942.31	\$5,942.28	\$0.03
04-5075-002 - Pension/Benefits -Program	\$13,000.00	\$1,083.33	\$1,095.04	\$3,249.99	\$3,285.12	(\$35.13)
04-5075-004 - Pension/Benefits-Administrative	\$48,000.00	\$4,000.00	\$3,377.66	\$12,000.00	\$10,132.98	\$1,867.02
04-5080-002 - Cont'g Education-Program	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99
04-5080-004 - Cont'g Education - Administrati	\$1,250.00	\$104.17	\$0.00	\$312.51	\$490.00	(\$177.49)
04-5082-004 - Travel-Administrative	\$2,500.00	\$208.33	\$260.01	\$624.99	\$651.66	(\$26.67)
04-5083-004 - Meals & Entertainment-Administr	\$100.00	\$8.33	\$0.00	\$24.99	\$0.00	\$24.99
04-5085-002 - FICA Expense-Program	\$2,218.50	\$170.65	\$170.64	\$511.95	\$511.92	\$0.03
04-5085-004 - FICA Expense-Admin	\$5,049.50	\$388.57	\$416.26	\$1,165.71	\$1,248.78	(\$83.07)
Total Division 2 -Full Time Staff	\$171,548.00	\$13,618.25	\$12,991.93	\$40,854.75	\$39,337.42	\$1,517.33
Division 1 Staff-Pt Time/Seaso						
04-5110-001 - Food Service	\$40,000.00	\$3,076.93	\$931.01	\$9,230.79	\$4,592.63	\$4,638.16
04-5120-003 - Maintenance-Property	\$30,000.00	\$2,307.70	\$1,635.88	\$6,923.10	\$4,556.89	\$2,366.21
04-5130-003 - Housekeeping-Property	\$10,000.00	\$769.23	\$985.70	\$2,307.69	\$2,745.30	(\$437.61)
04-5150-002 - Program Staff - NonSummer	\$19,000.00	\$1,583.33	\$1,698.03	\$4,749.99	\$5,075.41	(\$325.42)
04-5165-001 - FICA Expense-Foodservice	\$3,686.25	\$307.19	\$59.76	\$921.57	\$323.14	\$598.43
04-5165-002 - FICA Expense -Program	\$2,457.50	\$204.79	\$129.89	\$614.37	\$405.01	\$209.36
04-5165-003 - FICA Expense-Property	\$3,686.25	\$307.19	\$212.01	\$921.57	\$570.09	\$351.48
Total Division 1 Staff-Pt Time/Seaso	\$108,830.00	\$8,556.36	\$5,652.28	\$25,669.08	\$18,268.47	\$7,400.61
Total Salaries and Benefits	\$280,378.00	\$22,174.61	\$18,644.21	\$66,523.83	\$57,605.89	\$8,917.94
Administrative Expenses						
04-5200-004 - Office Supplies-Admin	\$1,100.00	\$91.67	\$0.00	\$275.01	\$83.56	\$191.45
04-5210-004 - Copier	\$3,600.00	\$300.00	\$694.48	\$900.00	\$1,041.72	(\$141.72)
04-5220-004 - Computer	\$4,000.00	\$333.33	\$192.00	\$999.99	\$2,591.97	(\$1,591.98)
04-5230-004 - Postage - Admin	\$500.00	\$41.67	\$3.64	\$125.01	\$61.65	\$63.36
04-5240-004 - Montgomery Board Exp	\$750.00	\$62.50	\$0.00	\$187.50	\$0.00	\$187.50
04-5250-004 - Audit - Annual	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5260-004 - Bank Charges-Admin	\$6,000.00	\$500.00	\$881.36	\$1,500.00	\$1,054.44	\$445.56
04-5270-004 - Payroll Processing	\$2,500.00	\$208.33	\$114.45	\$624.99	\$798.96	(\$173.97)
04-5280-004 - Licenses and Fees	\$3,000.00	\$250.00	\$0.00	\$750.00	\$0.00	\$750.00
04-5285-004 - Dues and Subscriptions	\$750.00	\$62.50	\$100.84	\$187.50	\$100.84	\$86.66
04-5291-003 - Closing Costs -EverBank loan	\$0.00	\$0.00	\$27.10	\$0.00	\$81.30	(\$81.30)
Total Administrative Expenses	\$27,200.00	\$1,850.00	\$2,013.87	\$5,550.00	\$5,814.44	(\$264.44)
Insurance						
04-5300-003 - Workers Comp-Property	\$8,500.00	\$0.00	\$0.00	\$1,411.56	\$742.12	\$669.44
04-5310-003 - General Liability	\$30,000.00	\$0.00	\$0.00	\$5,000.00	\$5,472.26	(\$472.26)
04-5320-003 - Umbrella Liability	\$1,600.00	\$0.00	\$0.00	\$266.66	\$378.12	(\$111.46)

04 Montgomery
Analysis of Revenues & Exp --2017
March 2017

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	Budget/Actual (This Year)	YTD Budget/Actual (This Year)
04-5330-003 - Business Auto-Property	\$3,700.00	\$0.00	\$0.00	\$616.66	\$404.94	\$211.72	\$0.00
04-5340-002 - Accident and Medical	\$1,252.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5350-003 - Flood Insurance	\$2,715.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Insurance	\$47,767.00	\$0.00	\$0.00	\$7,294.88	\$6,997.44	\$297.44	
MPCC Programs							
Summer Camp							
04-5400-002 - Summer Camp- Supplies	\$7,500.00	\$750.00	\$1,196.37	\$750.00	\$1,215.61	(\$465.61)	\$0.00
04-5410-002 - Summer Camp -Programs	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5420-002 - Summer Camp -Staff Training	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5430-002 - Summer Camp-Curriculum	\$400.00	\$0.00	\$0.00	\$400.00	\$245.33	\$154.67	\$0.00
04-5450-002 - Summer Camp-Marketing & Publici	\$5,000.00	\$0.00	\$0.00	\$2,500.00	\$1,110.00	\$1,390.00	\$0.00
04-5460-002 - Summer Camp Scholarships	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5470-002 - Medical Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Summer Camp	\$20,400.00	\$750.00	\$1,196.37	\$3,650.00	\$2,570.94	\$1,079.06	
Other Programs							
04-5600-002 - SAM	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5610-002 - Other Programs	\$1,750.00	\$145.83	\$0.00	\$437.49	\$1,224.76	(\$787.27)	\$0.00
04-5611-002 - Girl's Retreat	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5613-002 - Fall Retreat	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04-5614-002 - Spring Retreats	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00
04-5620-002 - Marketing & Publicity-NonSummer	\$3,000.00	\$250.00	\$65.80	\$750.00	\$364.10	\$385.90	\$0.00
Total Other Programs	\$7,350.00	\$495.83	\$65.80	\$1,287.49	\$1,588.86	(\$301.37)	
Total MPCC Programs	\$27,760.00	\$1,245.83	\$1,262.17	\$4,937.49	\$4,159.80	\$777.69	
Foodservice							
04-5700-001 - Supplies - Food	\$75,000.00	\$6,250.00	\$5,685.92	\$18,750.00	\$7,951.79	\$10,798.21	\$0.00
04-5710-001 - Supplies - Kitchen	\$1,500.00	\$125.00	\$121.59	\$375.00	\$121.59	\$253.41	\$0.00
04-5720-001 - Equipment - Kitchen	\$2,500.00	\$208.33	\$140.00	\$624.99	\$420.00	\$204.99	\$0.00
Total Foodservice	\$79,000.00	\$6,583.33	\$5,947.51	\$19,749.99	\$8,493.38	\$11,256.61	
Housekeeping							
04-5800-003 - Supplies - Housekeeping	\$2,000.00	\$166.67	\$182.51	\$500.01	\$337.41	\$162.60	\$0.00
04-5810-003 - Equipment-Housekeeping	\$750.00	\$62.50	\$38.02	\$187.50	\$38.02	\$149.48	\$0.00
Total Housekeeping	\$2,750.00	\$229.17	\$220.53	\$687.51	\$375.43	\$312.08	
Maintenance							
04-5900-003 - Buildings	\$7,500.00	\$625.00	\$430.00	\$1,875.00	\$906.73	\$968.27	\$0.00
04-5905-003 - Air Conditioners	\$3,500.00	\$291.67	\$914.00	\$875.01	\$914.00	(\$38.99)	\$0.00
04-5910-003 - Grounds	\$1,500.00	\$125.00	\$0.00	\$375.00	(\$106.00)	\$481.00	\$0.00
04-5915-003 - Equipment/Machinery Repair	\$2,000.00	\$166.67	\$0.00	\$500.01	\$42.16	\$457.85	\$0.00
04-5917-003 - Fire Extinguisher/Alarm	\$2,000.00	\$166.67	\$0.00	\$500.01	\$0.00	\$500.01	\$0.00
04-5920-003 - Tools-Supplies	\$1,000.00	\$83.33	\$0.00	\$249.99	\$0.00	\$249.99	\$0.00
04-5925-003 - Boat Repairs	\$3,000.00	\$250.00	\$0.00	\$750.00	\$0.00	\$750.00	\$0.00
04-5930-003 - Vehicle Repair	\$1,500.00	\$125.00	\$22.87	\$375.00	\$179.56	\$195.44	\$0.00

04 Montgomery
Analysis of Revenues & Exp --2017
March 2017

Accounts	Annual Budget (This Year)	MTD Budget (This Year)	MTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (This Year)	YTD Budget/Actual (This Year)
04-5935-002 - Fuel -Program	\$4,000.00	\$333.33	\$0.00	\$999.99	\$61.92	\$938.07
04-5935-003 - Fuel	\$2,000.00	\$166.67	\$135.90	\$500.01	\$364.07	\$135.94
04-5955-003 - Pest Control/Termities	\$3,500.00	\$291.67	\$0.00	\$875.01	\$234.00	\$641.01
Total Maintenance	\$31,500.00	\$2,625.01	\$1,502.77	\$7,875.03	\$2,596.44	\$5,278.59
Utilities						
04-6000-004 - Telecommunication	\$5,000.00	\$416.67	\$394.38	\$1,250.01	\$1,104.02	\$145.99
04-6010-003 - Electricity	\$27,500.00	\$2,291.67	\$2,220.00	\$6,875.01	\$6,038.00	\$837.01
04-6020-003 - Waste Disposal	\$3,300.00	\$275.00	\$177.70	\$825.00	\$531.59	\$293.41
04-6030-003 - Propane	\$3,000.00	\$250.00	\$160.92	\$750.00	\$317.69	\$432.31
04-6040-003 - Water Service	\$3,050.00	\$254.17	\$160.00	\$762.51	\$480.00	\$282.51
Total Utilities	\$41,850.00	\$3,487.51	\$3,113.00	\$10,462.53	\$8,471.30	\$1,991.23
Misc. Income & Expenses						
04-6050-004 - Canteen Income	\$0.00	\$0.00	\$0.00	\$0.00	(\$10.00)	\$10.00
04-6060-004 - Misc. Income	\$0.00	\$0.00	(\$8.07)	\$0.00	(\$740.98)	\$740.98
04-6065-004 - Misc. Expense	\$250.00	\$20.83	(\$7.29)	\$62.49	(\$7.29)	\$69.78
04-6100-004 - Legal Expenses	\$500.00	\$41.67	\$0.00	\$125.01	\$843.74	(\$718.73)
Total Misc. Income & Expenses	\$750.00	\$62.50	(\$15.36)	\$187.50	\$85.47	\$102.03
Total Expenses	\$538,945.00	\$38,257.96	\$32,688.70	\$123,268.76	\$94,599.59	\$28,669.17
Other Expenses						
04-5294-003 - Debt Service on Mortgage-EverBa	\$14,043.00	(\$18,236.80)	\$23,335.20	(\$58,849.50)	\$12,091.04	\$70,940.54
Total Other Expenses	\$81,514.00	\$6,792.83	\$6,792.76	\$20,378.49	\$20,378.28	\$0.21
Net Total	\$14,043.00	(\$18,236.80)	\$23,335.20	(\$58,849.50)	\$12,091.04	\$70,940.54
Net Operating Total	(\$67,471.00)	(\$25,029.63)	\$16,542.44	(\$79,227.99)	(\$8,287.24)	\$70,940.75

2017 REPORTED TERMS OF CALL (PARISH MINISTRY)

05/02/17

Notes:

1. The number in parentheses beside the church name is the number of members most recently reported.
2. Approval is subject to COM review of reports of terms of call received after the last COM meeting.
3. TPR means "temporary pastor" (includes interims and stated supply pastors). HR means "honorably retired." PT means "part-time." PA means "parish associate."
4. SECA is required for full-time installed pastors.

CHURCH	MINISTER	CURRENT CALL	2016 TOTALS	2017 TOTALS	SALARY	HOUSING/ MANSE	OTHER	REIMBURSEABLES/	BOP DUES	REQUIRED SECA	OTHER BENEFITS	STUDY LEAVE/
Alachua, First (17)	Gary Hardesty (TPR) (PT) (HR)	4/2/5,5	32,000	26,666	12,666	14,000						4/0/0
Arlington (65)	Joe Medearis (TPR) (PT)	4/2	34,200	34,200	6,500	25,000		1,200		1,500		3/0/0
Bethlehem (41)	Joshua Braley (TPR) (PT)	8/8	31,000	31,000	26,230			2,770/500			1,500	4/2/0
Branford (47)	Glen Busby (TPR) (PT)	3/7/27	other	other								
Calvin (24)	Earle Slickels (TPR) (PT) (HR)	2/1/5	11,510	11,510	10,510			1,000/0				4/2/0
Community (773)	Gabe Goodman (P)	4/2/33	133,163	133,163	46,865	28,840	10,300	8,945/1,030	31,392	5,791		4/2/0
	Jessi Higginbotham (TPR)	8/5	64,000	64,000	22,000	20,000		2,000/1,000	16,330	1,670	1,000	4/2/0
	Kenneth Walsh (PA) (and other work)	UCC	40,000	40,000	40,000							4/2/0
Countyside (245)	Gary Marshall (P)	22/1/6	109,597	109,597	59,625	15,600			28,617	5,755		4/2/0
Covenant (39)	Paige Porter-Buhl (TPR) (PT)	23/2	34,076	35,564	9,180	19,200		5,000		2,184		6/2/0
Crescent City, First (48)	Debra Henning (TPR) (PT)	3/7/0	N/A	\$384/wk	\$384/wk							2/1/0
Dunnellon (214)	Jeff Welch (P)	29/1/9	106,931	106,931	44,348	22,794		4091/5000/	24,790	5,908		4/2/0
Fairfield (65)	Bruce Seaman (TPR) (PT)	3/1/10	44,400	22,000	6,000	15,000	1,000					4/4/0
Faith (51)	John Harris (TPR) (PT) (HR)	58/5	N/A	24,000	12,000	12,000						
Fernandina Beach, First (836)	Wain Westberry (P)	16/3	138,014	139,332	43,720	33,648	13,000	6,200/2,000	32,984	6,148	1,632	4/2/0
	VACANT (AP)											
Fort Caroline (60)	David Imhoff (TPR) (PT)	34 - ELCA/2	28,000	28,000	11,250	11,250		1,000/3,500	(ELCA)		1,000	4/2/0
Fort King (216)	VACANT (P)											
Gainesville, First (708)	Bob Shetter (P)	38/11,5	184,188	188,741	86,250	38,253		8,250/Incl	46,463	9,525		8/2/0
Geneva (180)	Joe Albright (P)	16/4	84,515	88,407	34,000	22,000		3,000/2,000	21,119	4,426	1,861	4/2/0
Grace (88)	Charles Freeman (P)	2/2	66,542	68,231	24,000	20,558		3,000/1,000	16,264	3,409		4/2/0
Green Cove Springs, First (243)	Mark Hults (P)	4/4	98,392	101,608	41,770	22,000	4,800	700/800.	25,028	4,878	1,632	4/2/0
High Springs, First (61)	Glen Busby (TPR) (PT)	3/7/24	other	other								

CHURCH	MINISTER	ORDAINED/ CURRENT CALL	2016 TOTALS	2017 TOTAL	SALARY	HOUSING/ MANSE	OTHER	PROF. REIMBURSE- ABLES/ CONT. ED.	BOP DUES	REQUIRED SECA	OTHER BENEFITS	VACATION/ STUDY LEAVE/ PARENTAL LEAVE (in weeks)
Highlands United (351)	David Lee (P)	35/19	112,894	112,894	48,013	25,518		5400/500/1000	26,838		5,625	4/2/0
Hodges Boulevard (385)	David Pierce (P)	35/6	130,092	134,781	52,510	28,642	6,878	4000/4000/	32,130		6,621	4/2/0
Jasper, First (74)	VACANT							2500/1000/100				6/2/0
Kanapaha (93)	Dawn Conti (P)	13/13	73,452	75,076	4,000	40,000	6,620	0	16,498		3,458	4/2/0
Kirkwood (97)	Sandra Hedrick (TPR) (PT)	7/1,5	24,000	25,836		24,000					1,836	6/2/0
Korean (69)	Heong Seok Cho (P)	9/5	68,880	68,880	45,000			1,000	19,445		3,443	4/2/0
Lake City, First (280)	Kenneth Goodrich (P)	5/5	103,302	103,302	41,100	26,400		3000/1400/160	24,638		5,164	4/2/0
Lake Shore (75)	Stephen Hulsey (TPR) (PT) (HR)	4/1,5	N/A	18,000	18,000			IRS rate				4/2/0
Lakewood (418)	Tom Borland (TPR) (HR)	39/0	N/A	82,438	40,889	25,988		2704/1920/ Auto, as required/0	11,207			4/2/0
Marion Oaks (62)	Debbie Pangrass (TPR/CRE) (PT)	5/5	13,200	13,200	13,200							
	Cheryl Gans (TPR) (PT)	2/2	13,200	13,200	13,200							
Mayport (27)	Barbara Hamilton (TPR) (PT) (HR)	2/1/0	4,800	4,800	4,800							
Mchintosh (88)	Tommy Lane (TPR/CRE) (PT)	11/11	19,984	19,984					19,984			4/1/0
Memorial (728)	Craig Davies (TPR) (HR)	44/1	94,337	94,337	75,000			3600/1000/	9,000		5,737	4/0/0
	Hunter Camp (AP)	17/6	101,462	105,441	39,867	29,950		3,000/1,800	25,483		5,341	4/2/0
	Amy Camp (PA) (PT)	16/5	42,356	43,252	21,481	16,365		1,500/1,000			2,886	4/2/0
Middleburg (43)	Holly Medearis (TPR) (PT)	4/0	N/A	16,995	11,904			4,180/0			911	6/0/0
Mikeville (58)	Shirley Mergan (TPR/CRE) (PT)	1,5/1,5	35,500	35,500	12,500	12,500		10,500/0				4/2/0
Murray Hill (59)	VACANT											
Nueva Esperanza (45)	Gonzalez-Miralli (RE) (PT)	.5/1,5	N/A	10,800	10,800							2/1/0
Ocala, First (919)	Cindy Benz (TPR)	11/1	139,899	139,899	34,000	30,000	24,000	8,200	33,907		9,792	8/0/0
	Darren Bess (AP)	10/10	93,754	99,716	32,465	29,605	3,514	5/1545.	23,938		3,514	4/2/0
Orange Park (232)	John Diller (P)	11/1,5	83,781	85,064	35,352	21,000		1000/3000/	20,568		4,144	4/2/2 military
Palatka, First (226)	George Head (P)	30/2	88,340	88,340	35,000	20,000		8,383/1,500	19,250		4,207	4/2/0
Palms (1,411)	Tom Walker (P)	27/1,4	179,553	179,553	81,411	37,454	1,189	6,189/2,000	42,197		9,093	4/2/0
	Holly Inglis (AP)	30/1,5/1,5	97,368	97,368	33,000	30,000	1,275	3,000/2,000	23,225		4,868	4/2/0
	Laurie Furr-Vancini (AP)	18/10	96,161	96,161	22,333	44,667	1,340	3,750/2,000	23,785		5,126	4/2/0
Peace (110)	VACANT											
Perry, First (159)	Larry Neal (P)	39/30	122,534	122,534	34,500	21,000	24000/9540	5000/874/880	21,811		4,929	6/2/0

CHURCH	MINISTER	ORDAINED/ CURRENT CALL	2016 TOTALS	2017 TOTAL	SALARY	HOUSING/ MANSE	OTHER	PROF. REIMBURSE- ABLES/ CONT. ED.	BOP DUES	REQUIRED SECA	OTHER BENEFITS	VACATION/ STUDY LEAVE/ PARENTAL LEAVE (in weeks)
Reddick, First (18)	Bee Newhart (TPR/CRE)	19/3	\$200/service	\$200/service								as approved
Riverside (1223)	Steve Goyer (P)	29/12	175,838	175,838	62,846	53,000	1,350	reimb./6,900	42,777	8,965		4/3/2
	Bill Hoff (AP)	31/5	106,032	106,032	36,800	31,900		reimb./7,000	25,076	5,256		4/2/0
	Carol DiGiusto (PA) (PT) (HR)	16/0	N/A	23,197	10,000	10,000		1,667		1,530		6/1/0
St. Andrews (131)	Jim Black (TPR) (HR)	52/4	66,074	66,074	35,660	7,000		3,000/1,000	15,150	3,264		4/0/0
St. Giles (349)	Diane Wilson (TPR)	23/1.5	N/A	101,532	54,829	25,894		3,666/1,000/	9,687	6,456		4/2/0
St. Johns (427)	Jon Lovelady (P)	31/5.5	126,205	129,376	59,297	27,332		3,000/1,500	31,620	6,627		4/2/6
San Mateo (102)	Don Mossa (TPR) (PT) (HR)	16/5	26,000	25,000	25,000			2,500/2,800/	20,460	4,765		5/2/0
Silver Springs Shores (127)	Alan Cummings (P)	32/22	93,375	94,505	41,500	21,000		2,000	27,375	5,738		4/2/0
South Jacksonville (333)	Bruce Hedgpeth (P)	21/1	116,113	116,113	51,000	24,000		6,000/2,000	27,375	5,738		4/4/0
Starke, First (68)	Don McGarity (TPR) (PT) (HR)	42/5	28,000	28,000	28,000							total 12 weeks
Trinity (507)	Ron Watson (P)	28/8	121,400	124,230	51,761	29,000		8,429/400/	29,026	4,614		5/2/0
Weirsdale (154)	Charlie Rumpel (P)	5/3	66,151	66,151	31,200	12,600		3,000/1,000	16,060	3,350		4/2/0
Westminster (108)	Larry Green (P)	16/4.5	70,386	70,386	21,000	24,257		5,359	16,519	3,462		4/2/2
	Ina Boyd (PA) (PT)	35/1	8,000	8,000		7,200		800/0				as approved
White Springs (6)	VACANT											
Williston, First (32)	Dalton Burch (TPR) (HR)	Rec'd from DOC-27/15		34,000	24,000			3,000	7,000			4/2/0
Woodlawn (543)	Eric Chavis (TPR) (HR)	34/0	N/A	73,790	28,045	19,260	10,041	4,010/538	6,818	3,578	1,500	4/2/0
	Jesse Perry (TPR) (PT) (HR)	27/	N/A	\$900 Bi-monthly	\$900 Bi-monthly			IRS rate				

Appendix C

**Reverend Eric Chavis
Statement of Faith**

I believe in the Trinity of God, Jesus and the Holy Spirit. God the creator of all is the Godhead of the Trinity. It is through that energy that all things came into being. God loves creation and has created humankind to be stewards of creation. We are given free will in order make decisions on the path our mortal lives will take. He is the God that appeared to Abraham and Moses, the same God that allowed Sarah to conceive and convinced Ruth to follow Naomi.

The Word became flesh. Jesus of Nazareth became Jesus Christ. His life and death and resurrection were sufficient to provide the grace for those who believe in him to be redeemed from the law. Christ walked the earth to demonstrate God's love for humankind. The lamb of God was the perfect sacrifice. I sing Hallelujah for this saving grace. It is the lamb of God that takes away the sins of the world. Jesus, as recorded in Luke, claims his ministry by saying; "The Spirit of the Lord is upon me because he hath anointed me to preach the gospel to the poor, he hath sent me to heal the brokenhearted, to preach deliverance to the captives, and recovering of sight to the blind, to set at liberty them that are bruised. To preach the acceptable year of the Lord."

The completion of Trinity is the Holy Spirit. The Holy Spirit is the healing presence of God in the world. The gifts of the Spirit are wisdom, knowledge, healing, working of miracles, prophecy, and the discerning and interpretation of tongues. The Spirit moves about the earth as the wind touching and helping bring people into faith. Come Holy Spirit come.

Our reference for faith is the Bible. It is composed of 66 books that chronicle the lives of both saints and sinners. It gives us insight into the God of both the Old and New Testaments. The stories and narratives are what we use to understand the character of God and witness to the grace in Jesus Christ.

The community of believers in Christ and worship God through Jesus and the Holy Spirit. This can be done in a building that has unique architecture, with an altar, a baptismal font and a pulpit. The church through its doctrine has the responsibility of maintaining proper worship and the care and feeding of those in its charge. The sacraments of baptism and the Lord Supper are carried out by those authorized by the church, and its administration. Offerings to God are performed in the church.

My personal revelations of God have come in many ways but in a special way through my family history. Both of my parents were elders in the church. I also feel the presence of God in creation. When I have visited places in the world (some call them thin spots) God's spirit comes particularly close.

Reverend Eric Chavis
A Faith Journey
March, 2017

Over my career, I have had the opportunity to travel and experience Christians in many parts of the world. I have enjoyed worshipping with people and doing mission work in Egypt, Jamaica, Mississippi, Alaska, Texas, Haiti, Cambodia, and Vietnam. Traveling to these points on the globe has made me aware of the universal appeal of Jesus Christ. It has been an honor to serve good Christians.

The church has been part of my life for a very long time. I joined the Hollis Presbyterian Church, Hollis, New York at the time of my confirmation. My parents were already members of the church but as youth we looked forward to taking confirmation classes and then going before session to become members. It was a time of innocence and not being fully aware of all that we were being taught. We spent each week learning about Jesus, the Christ, the disciples and the Apostles. We learned about some of the early church fathers and the Reformation. Luther and Calvin were central to understanding the Reformed tradition. As I recall my first statement of faith was completed after that confirmation class. Our whole confirmation class was voted through and we became part of the church.

There is a historical component to my faith journey. As an African American growing up in the sixties I was privileged to know about an ancestor of mine. The Reverend John Chavis, ordained in 1801 to serve the presbyteries located in Virginia and North Carolina, was part of our dinner conversations. As a free man in North Carolina his life was of great interest to me. Learning about his trials and how he overcame the boundaries of slavery are part of our denominations historical records.

I headed off to college in 1966 and moved away from home for the first time. College was exciting and new. My father had attended Hampton University and now so was I. In my early college years I did not take much time for the organized church, except for the required evening vesper services. The music (which was always sung by part of our outstanding choir) was always outstanding and the acoustics of the brick chapel made the sounds even richer. Sometimes I would visit the chapel on my own when nothing was scheduled. This was a time where I could connect with my thoughts about God.

There were many things going on during my college days including the war in Vietnam, the draft, protest by all sorts of groups and counter culture movements. It was an exciting time. In my senior year, I joined with other students to have informal conversations about the meaning of religion and God in our lives.

It was also during my senior year that two of my fraternity brothers and I grew to trust each other enough to discuss what our plans were after getting our degrees.

It appeared that the two of them had prior conversations and were planning to attend seminary. That was a big relief for me to hear. I had respect for my brothers and had no idea that they were also considering a call to ministry. At that moment, I decided that I would go to seminary, even though I hadn't made any previous definite plans to attend. I realized that my calling was not so "one off" as I thought.

Right after graduation, I was married and had secured a job as a bank examiner on Wall Street. I also reconnected with my home church and began the process of becoming an inquirer with the presbytery. The presbytery process seemed remote and somewhat distant. I never felt a spiritual connection with the presbytery during that phase. On the other hand, my home church was very supportive. By the time, I was accepted to seminary two other members of the Hollis church also came under care.

I chose Duke Divinity School, because the school offered me an endowment scholarship which lessened the financial burden of attending seminary. During seminary, tensions developed in my relationship with my wife. She had married a wall street banker and within three years of marriage I was now a seminary student. I became separated from my wife and later divorced. This aspect made seminary personally difficult. Aside from my personal turmoil with the marriage I enjoyed learning about God, theology, and the role the African American church played in the history of our country.

The work of seminary was both challenging and rewarding. I supplied three small churches in rural North Carolina. The people were wonderful and offered me the opportunity to practice my preaching. I would alternate preaching on Sundays, John Hall on first and third Sundays, with Ingram Branch and Providence on second and fourth Sundays. At the Ingram Branch, we worked to build an educational wing. At the John Hall, we held revivals each year and three youth from that church are now Presbyterian ministers. The Providence parish was very small and just regular preaching was about all the church could sustain.

After seminary, I moved to Chicago. I didn't know anyone in Chicago but it seemed like a good place to begin a search for a call. I became connected with a division of Chicago presbytery, which allowed me to supply a church on the south side -Seventh Presbyterian church. The church had many members who were part of the National Black Presbyterian Caucus.

I did volunteer work with the Institute of Church and Industrial Society. The Institute relates to McCormick Seminary. I supervised field education students interested in community organizing. We published articles about church involvement in mission to people where plants had closed as well as general unemployment issues in African American communities. I chaired a task force for the presbytery called Local

Congregations and Employment Strategies. Some of the most affluent churches in the presbytery had representatives sitting on the task force.

After working as an organizer for the election of Harold Washington for mayor of Chicago I received a call to do ministry in East St. Louis, IL. I was ordained by Elijah Lovejoy presbytery as a program associate for economic justice. I became director of Gateway East Metropolitan Ministry. This ministry was an experiment in community organization and racial and economic justice. There was no structure except for the concept and a proposal that was funded by First Presbyterian Church, Belleville, IL, Giddings Lovejoy Presbytery and the Synod of Mid-America. With the support of other clergy, a board of directors was established and the Gateway East Metropolitan Ministry formed. GEMM programs included job training, a television ministry, GED programs and cultural programs based on the dance of Katherine Dunham. We hosted both Presbyterian Men and Women during the General Assembly in St. Louis.

During that same period, I was elected to be the pastor advisor for Presbyterian Men and journeyed with two of them to begin conversations for joint mission with the men of the Synod of the Nile. I spoke at the General Assembly Men's Breakfast as a keynoter. I also did an Interim Ministry with Berea Presbytery Church in St Louis. During this time of my life, I was blessed in finding someone who embraced and shared the risk reward relationship of ministry and Mary Ann and I were married.

Somewhere into my fifth year of work in East St Louis I was approached to take a position with Synod D. After Reunion, the synod structure was not clearly defined in the denomination. Both churches (UPUSA and PCUS) Books of Order had very different roles as it related to the program activity of synods. I was called to Synod D (Synod of South Atlantic) as associate executive for global mission, evangelism, and church development. Along with the various committees I helped shape the work of the Synod of South Atlantic. Later in its development I was elected Treasury. During this time in Jacksonville I was blessed to be able to serve as parish associate with the Woodlawn Presbyterian Church. When the synod changed its mission strategy, I received a call with the Presbyterian Foundation.

Initially, my Foundation work covered the State of Florida. At the turn of the century my family and I were relocated to the Northwest where I represented the Foundation in the states of Alaska, Idaho, Montana, Oregon, Utah and Washington. I have raised many millions of dollars for the church and her mission during my tenure. I retired in December of 2015. Currently, I serve on the CREDO faculty. This program is attached to the Board of Pensions.

Appendix D

Memorial Resolution
Presbytery of St. Augustine
The Rev. Dr. Herbert Meza

Whereas the Rev. Dr. Herbert (“Herb”) Meza was born on October 26, 1922, and on February 9, 2017, entered the eternal kingdom, we the Presbytery of St. Augustine do resolve to give thanks to Almighty God for Herb’s life and ministry and honor Herb with the following memorial:

Herbert Meza grew up in Ybor City outside of Tampa as a child of Cuban and Spanish immigrants. He knew from an early age what it was like to be an outsider, and he was always after the champion of the underdog.

As a young man Herb fought with the Marines in the South Pacific during World War II, and received two Purple Hearts. After experiencing first hand the tragedy and atrocities of war, Herb resolved to be a life long activist for peace. In fact, many years later, in 1983, Herb won the Presbyterian Peace Seeker Award, which resulted in an audience with Pope John Paul II.

Herb was a graduate of Davidson College and Union Theological Seminary. After seminary, he served for five years as a missionary in Portugal. Herb then served churches in Texas, Washington DC, and Jacksonville, Florida. He also served a one year term as the Vice-Moderator of the Presbyterian Church in the United States. In his retirement, he continued on in interim ministry for many years.

As a young pastor in the deep south, Herb was on the front edge of the civil rights moment, risking not only angry parishioners, but threats on his life. He believed very deeply that the church must speak truth to power and take a stand against prejudice and discrimination. He led the way and was fearless.

In 2016, Herb was featured in a special CNN documentary which lifted up his role in the presidential elections of 1960. At that time, there were considerable fears in our country about the possibility of a Roman Catholic president. Herb chaired a meeting in which John F. Kennedy was invited, and in fact attended, between the press and the Houston Ministerial Association. That meeting ultimately helped to allay many of the country’s fears and was consequential in the subsequent election.

Much like Jesus, Herb’s heart was always, always with those on the margins of society: the poor, the oppressed, the hurting, the exploited. He often spoke after the manner of the

biblical prophets; confronting and challenging injustice at all levels. At the same time, Herb very much had a pastor's heart. His congregations knew that even though he challenged them, he loved them. He touched a lot of lives over more than 50 years of ministry.

Herb's deep faith gave him not only courage and conviction in life, it also gave him great comfort and peace at the end of life. He was excited about his last great journey, going on to be with the Lord he knew and loved.

Wherefore, the Presbytery of St. Augustine does adopt this memorial resolution, giving thanks for the life and ministry of Herb Meza, and it resolves that this resolution shall be spread upon the minutes of the May 2, 2017, meeting of the presbytery.

Presbytery of St. Augustine
Proposed Budget Changes Detail
For the Year Ending December 31, 2017

	With New Calculations	2017 Approved Budget
REVENUES		
Acceptances		
<u>Unified Giving</u>		
Unified Giving	490,000	520,000
Total Unified Giving	490,000	520,000
<u>Selected Giving</u>		
Selected General Assembly	40,000	40,000
Selected Presbytery	5,000	5,000
Total Selected Giving	45,000	45,000
Total Acceptances	535,000	565,000
Other Receipts		
Investment Income (See Footnote 1)	60,000	60,000
Other Income	0	0
Foundation Earnings	1,000	1,000
Undesignated Reserve Usage	0	
Total Other Receipts	61,000	61,000
Other Funds Used		
TIM Community Development Transfer	5,000	5,000
Total Other Funds Used	5,000	5,000
TOTAL REVENUES	601,000	631,000
EXPENSES		
Congregational Ministry/Missional Community		
<u>Crisis Response Teams</u>		
Crisis Response Training and Expenses	1,000	1,000
Support for Churches in Crisis	0	0
Crisis Response Mileage	500	500
A/C Expense -Fleming Island	0	0
Translation Services	1,000	1,000
Restricted Income toward NCD mortgage -Armistead	(8,000)	(8,000)
Mortgage Principal Pmts	22,000	24,000
Interest -Fleming Island	26,583	29,000
Total Congregational Ministries/Missional Commun.	43,083	47,500
Leadership Ministries		
<u>Candidates and Inquirers</u>		
Candidate Financial Support	4,500	4,500
Career Counseling Center	2,000	2,000
Consultations and Final Assessment	3,500	3,500
CPM Supplies/manuals	500	500
<u>Pastoral Support</u>		
Pastoral Support Groups	1,000	1,000
BOP Shared Grants	4,800	4,800
Clergy Retreats	5,000	5,000
Pastor Counseling Center	5,400	5,400
Counseling Scholarships	2,100	2,100
Counseling Endowment -Jacksonville	(7,500)	(7,500)
<u>Leadership Training</u>		
Officer Training	1,000	1,000
Enrichment	3,500	3,500
New Resources	0	0
<u>Youth and Youth Leadership</u>		
Youth Professionals	1,500	1,500
Triennium	3,000	3,000
Total Leadership Ministries	30,300	30,300
Montgomery Conference Center Contribution		
Montgomery Center Contribution	65,000	65,000
Total Montgomery Center Contribution	65,000	65,000

Presbytery of St. Augustine
Proposed Budget Changes Detail
For the Year Ending December 31, 2017

	With New Calculations	2017 Approved Budget
<u>PRESBYTERY COUNCIL</u>		
<i>Personnel Committee</i>		
<i>Executive Presbyter (See Footnote 2)</i>		
Salary	19,313	19,313
Continuing Education		
Benefits Package	7,049	7,049
FICA	1,477	1,477
Auto Expenses -EP		
Travel and Expenses -EP		
Automobile Fund -EP		
<i>Total Executive Presbyter</i>	27,839	27,839
<i>Stated Clerk</i>		
Salary	31,490	31,490
Housing	20,000	20,000
SECA	3,939	3,939
Auto Expenses	2,500	2,500
Expenses - Travel, Meals, Etc.	2,500	2,500
Continuing Ed	1,000	1,000
<i>Total Stated Clerk</i>	61,429	61,429
<i>Communication Coordinator</i>		
Salary	21,101	30,000
Benefits Package	0	
FICA	1,614	2,295
<i>Total Communication Coordinator</i>	22,715	32,295
<i>Area Relationship Coordinators</i>		
Salaries	14,733	19,200
Expenses - Travel, Meals, Etc.	4,800	4,800
<i>Total Area Relationship Coordinators</i>	19,533	24,000
<i>Financial Secretary</i>		
Salary	47,459	47,459
Benefits Package	14,500	14,500
FICA	3,631	3,631
<i>Total Financial Secretary</i>	65,590	65,590
<i>Other Presbytery Leadership</i>	32,818	32,818
<i>Total Presbytery Leadership and Other Admin Staff</i>	229,924	243,971
<i>Summer/Seasonal Staff</i>		
Salaries	50,000	50,000
FICA-Fees	3,825	3,825
Payroll Processing Fees	1,175	1,175
<i>Total Summer/Seasonal Staff</i>	55,000	55,000
<i>Meeting and Worship Planning</i>		
Meeting Expenses	2,000	2,000
Minutes	200	200
Speakers' Honoraria and Expenses	500	500
<i>Review and Evaluation</i>		
Annual Report	62	62
Discernment and Design	500	500
Total Presbytery Council	288,186	302,233
<i>Governing Body Expenses</i>		
<i>General Assembly and Synod</i>		
OGA and Mid-Council Meetings Expense	5,000	5,000
General Assembly United	17,000	17,000
General Assembly Selected	40,000	40,000
Per Capita paid, not collected	0	0
Synod of South Atlantic Mission	7,000	7,000
Synod of South Atlantic Per Capita	20,000	20,000
<i>Presbytery</i>		
Clergy/Educator Meal Expenses	1,000	1,000
Committee/Commission Meals	2,400	2,400

Presbytery of St. Augustine
Proposed Budget Changes Detail
For the Year Ending December 31, 2017

	With New Calculations	2017 Approved Budget
Conference Calls	1,000	2,000
Disaster Assistance Commission (Salary Contribution)	6,000	6,000
Dues and Subscriptions	60	60
General Operating Expenses	2,500	2,500
Legal Expenses	5,000	5,000
Permanent Judicial Commission expenses	200	200
Administrative Commission Expense	5,000	5,000
Mileage Reimbursement	750	750
Moderator's Expenses	2,500	2,500
Presbytery Consultant	5,669	10,000
Montgomery Consultant	0	0
Total Governing Body Expenses	121,079	126,410
Administrative Expenses		
Audit	10,000	10,000
Building -Major Repair Fund	4,800	4,800
Building Maintenance	2,000	2,000
Computer Program/Monthly Maintenance	3,500	3,500
Computer/Printer/Equipment	1,500	1,500
Copy Machine	4,800	4,800
Electricity	3,000	3,000
Grounds	1,400	1,400
Insurance	11,000	11,000
Interest due MPCC on Loan Proceeds	0	0
Internet Access	2,500	2,500
Janitorial	1,400	1,400
Loan Amortization	225	225
Office Equipment	500	500
Office Equipment Repair and Maintenance	500	500
Office Supplies	3,000	3,000
Payroll Processing	2,400	2,400
Postage	2,000	2,000
Software	500	500
Telephone	6,000	6,000
Water and Sewer	1,200	1,200
Total Administration and Finance	62,225	62,225
<u>TOTAL EXPENSES</u>	609,873	633,668
NET CASH SURPLUS (SHORTFALL)	(8,873)	(2,668)

Footnote:

(1) - Investment income projection is based on adoption of new investment vehicle as well as additional funds invested..

(2) - It was decided at a combined Presbytery Council/Trustees meeting that the Presbytery would absorb shortfalls of MPCC in the form of a loan to MPCC.

(3) -Actual numbers for 2016 included

The following other cash expenditures are anticipated but the amounts are unknown - estimates have been used

Proceeds from Sale of Northside Property	
Fleming Island - Operating and Building Mortgage	150,000
Legal Fees and Expenses	20,000
Normandy Operating	8,000
Montgomery Center Shortfall Contribution (See Footnote 3)	85,516
Highlands Gainesville Operating	???
Total Contingent Cash Expenditures (Revenues)	263,516
Net Cash Surplus (Shortfall) after contingencies	(266,184)

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MANUAL OF OPERATIONS**

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THEOLOGICAL RATIONALE

——— *What is a presbytery?* At root, this is the question before every presbytery, and especially before the Presbytery of St. Augustine as it engages in this process of strategic planning. As the Strategic Planning Team (SPT) of the presbytery began its work, we looked back over our history to gain a sense of where we have come from as a presbytery. And we sought to affirm the core theological values that guide our vision of what a presbytery is called to be and do.

Historical Prologue: the History of Presbyteries

——— In John Calvin's Geneva, there were two key bodies that are the direct antecedents of our presbyteries. The pastors of the various Protestant congregations met weekly in a gathering called the Venerable Company of Pastors to study Scripture, examine new ministers, and consider how to meet the challenges of ministry in their contexts. The Geneva Consistory, composed of both pastors and elders, gathered to decide matters of church discipline and order.

——— In the earliest presbyteries in the United States, the primary tasks before the gathered ministers and elders were examining ministers who had come from Scotland to accept pastoral calls in the US, supervising the study of ministerial candidates, and addressing problems that had arisen at particular congregations, including providing supply preaching at congregations without pastors.

——— The work of presbyteries throughout most of the 18th and 19th centuries remained basically unchanged from that of their earliest predecessors. Much of the focus was on expanding into the western frontier of the country, so that the pressure to develop new congregations, locate and train new pastors, and provide temporary leadership was constant.

——— With the 20th century, and the slowing of the westward expansion, the focus of presbytery work began to change. Urban centers were growing and with them, the congregations at their heart. There was a need for urban ministries to poor and disenfranchised communities, and presbyteries served to network congregations to accomplish that work. Many presbyteries for the first time employed "home missions secretaries," (usually) ministers who were employed by the presbytery to oversee the expanding work of the presbytery. Still, the great majority of the presbytery's attention remained focused on the examination of ministers and the training of candidates. Much of the work of developing curriculum, publishing books and other resources, sending missionaries, and administering social programs was done by the denominational structures developing in New York (UPCUSA) and Atlanta (PCUS).

——— In the early 1970s, both the UPCUSA and the PCUS underwent massive denominational reorganizations. One of the results of this reorganization was that governing bodies, and especially presbyteries, became agents for mission. Presbyteries were required to devise "strategies for mission" in their districts, develop extensive programs and committee structures to support that mission, and employ larger staffs of executive leadership to oversee the program and structure. Not coincidentally, the growth in presbytery mission and staff meant that presbyteries required larger budgets, which meant that more congregations and more members were needed to sustain those budgets.

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— In recent years, however, presbyteries are once again experiencing dramatic changes. Fewer Presbyterians understand—or value—the program or committee structure of the presbytery. Economic pressures such as staff salary and benefits costs, as well as utilities and insurance expenses, mean that congregations have fewer dollars to share with presbytery. And the sense that the presbytery should appropriately have a mission other than to support the work of the local congregation is rapidly fading. These changes are viewed by some as catastrophic, spelling the end of the presbytery as an agent of mission. At the same time, they are viewed by others as the occasion for being open once again to the leading of the Spirit of God toward a new future.

— We choose the latter view. We believe the Presbytery of St. Augustine is presented with an historic opportunity to reevaluate our *identity* (who we are called to be), our *polity* (what we are called to do), and our *praxis* (how we are called to do it). We have an opportunity to redesign our sense of ministry in a way that values the best of our past while looking forward toward our future.

Identity

— *What is the Church called to be?* The Apostle Paul answered this question in a powerful way by reminding us that, as the Church, “you are the body of Christ, and individually members of it” (1 Cor 12:27). At the heart of the matter, then, lies this truth: what we are as the Church is grounded in Christ, whose coming into the world calls the Church into being. The Church exists to serve the mission of Christ.

— We discovered that the *Book of Order* expresses this idea well:

“The Church of Jesus Christ is the provisional demonstration of what God intends for all humanity. The Church is called to be the sign in and for the world of the new reality God has made available to people in Jesus Christ” (*The Book of Order*, G-3.0200).

— We believe that being a “demonstration of what God intends” means exhibiting in our common life as a presbytery some basic virtues that characterize the way God’s people will live in the world, because they characterized Christ lived. Among those virtues are:

— *Humility*—Jesus “did not regard equality with God a thing to be exploited, but emptied himself, taking on the form of a servant...” (Phil 2:6-7). In the same way also we are called to an awareness that we do not have all the answers, and therefore that we need to be constantly learning, from God, from each other, and from the best the world can teach us.

— *Reconciliation*—“God was in Christ, reconciling the world to himself, not counting their trespasses against them, and entrusting the message of reconciliation to us...” so also God “has given us the ministry of reconciliation...” (2 Cor 5:18-19). This ministry requires of us a readiness to being brought to God and to one another in forgiveness and mercy, and a commitment to bringing others together in new experiences of faith and growth.

— *Trust*—Jesus Christ “is our peace; in his flesh he has made [Jews and Gentiles] into one and has broken down the dividing wall, that is, the hostility between us” (Eph.2:14). To trust in this way is to rely on God’s grace and wisdom to go with us into an uncertain

future, and to be willing to be open and vulnerable to others in an effort to build community.

Polity

——— *What is the Church called to do?* This is the second question we sought to answer in thinking about the Church. Reformed Christians have sought to answer that question by posing three “marks” or “notes” of the true Church:

- ❖ ~~Wherever the Word of God is truly preached and heard~~
- ❖ ~~Wherever the Sacraments are rightly administered~~
- ❖ ~~Wherever ecclesiastical discipline is uprightly ministered.~~

When these activities are “noted” in the life of a church, said the Reformers, it is a true Church.

——— Though these “notes” remain a part of our confessional tradition (see *The Book of Confessions*, 3.18), there are many today who question their usefulness. These activities all seem to be internally-oriented activities, not outwardly focused. They seem like tasks assigned to preachers, requirements designed to keep order. They do not immediately seem well suited to a Church committed to following Christ into the world in mission and service.

——— We believe, however, that these “notes” deserve a second look. We believe they were never intended to be the tasks of the preacher alone, but descriptions of the work of the whole Church. And we believe they are best understood when seen in the light of the mission of Christ the Church is called to serve.

The proclamation of the Word is not confined to what happens from the pulpit on Sunday. It is the witness of the whole Church, through preaching, teaching, and pastoral care practiced by the church in the community. That witness invites people to understand themselves and the story of their lives as part of the great story of God’s kingdom, and to shape and form their lives according to the values of that kingdom.

The administration of the Sacraments is not confined to saying the right liturgical phrases at the baptismal font and communion table. It is seeing what happens at font and table as the connection between the reality of the world and God’s new reality in Christ. In the world, people are disconnected, alienated, and marginalized; but at the font, God’s grace reaches out to claim, include, and reconcile, even before we do anything to deserve inclusion. In the world, people hunger and thirst, not just for food and drink, but for hope and vision; but at the table God’s grace reaches out to feed the world at the point of its deepest hunger, even though we have not earned the right to share in the meal.

The ministry of ecclesiastical discipline is not confined to enforcing the rules of our polity or making sure people in the Church don’t misbehave. It is making *disciples* — which is the root meaning of *discipline*. It is about creating a community that nurtures faith and teaches service, and opens the arms of its fellowship to all those whom Christ loves and calls to himself.

— One of the terms most frequently used about the Church these days is the word, “missional.” It’s not a word you will find in a dictionary, but it carries an important meaning, nonetheless. The central idea of the “missional Church” is that the Church does not exist for the sake of its own agenda or to guarantee its own survival. The Church exists to participate with Christ in his mission of transforming lives, societies, and ultimately creation. The Church does not accomplish that transformation on its own, but it bears witness to it and lives on the strength of God’s promised future.

— The work of bearing this witness takes place at the level of the congregation, in the proclamation of the Word to a world that desperately needs to hear it, in the administration of the sacraments that offers a connection between the harsh realities of our lives and the hoped-for new reality of God, and in the nurture of a covenant community that is inviting and open to discipling people in the way of Jesus Christ. To be a “missional” presbytery, then, means that the presbytery must find ways to support congregations in their ministries of proclamation, sacramental life, and disciple-making. We do that by supporting congregations individually, and also by connecting the people and resources of multiple congregations together to serve the mission of Christ collectively.

— The SPT believes this is exactly what our mission statement calls us to do:

The mission of the Presbytery of St. Augustine is to serve Jesus Christ by

— * Strengthening our congregations in their ministries and

— * Enabling us to accomplish together what none could accomplish alone.

Praxis

— *How are we called to go about doing this work?* This is the third question with which the SPT sought to struggle. The guiding vision we saw in answering this question was

- * a presbytery that was a learning community, that valued its heritage but understood that its heritage does not provide all the answers (*humility*);
- * a presbytery that was ready to develop new partnerships across old lines of disagreement (*reconciliation*); and
- * a presbytery committed to following Jesus Christ in ministry more than to managing programs or maintaining a committee structure (*trust*).

We sought to treasure the things that have been vital and life-giving for us, carry forward the things that are essential for our transition to what we shall become, and grow in our ability to address the new and unanticipated.

— We were led in this work by the guidance of the Presbytery Council, which discerned five core visions for the kind of presbytery it wanted us to become. The Council wanted us to be a presbytery that is:

Relational, communal, and connected—valuing our relationships as brothers and sisters in Christ even in times of disagreement, providing supportive care to one another in times of crisis, and nurturing a covenant community of disciples.

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Theologically engaged—bringing the best of our theological tradition and resources to bear on the issues and problems that we face together in ministry, and committed to teaching that tradition to ministers, candidates, elders, and members of congregations in our presbytery.

Outwardly focused, sharing the good news of Jesus Christ—reaching out into the communities where our congregations are located with the good news that God loves the world and invites all people into fellowship with him in Christ.

Willing to risk itself and its resources in the service of the Gospel—seeking to learn newer and more effective ways of being a presbytery, even when that learning means change.

Ready to share resources and to develop energetic leadership—Developing mechanisms and processes for sharing good ideas and best practices, and focusing on equipping elders, deacons, and ministers for the challenges of leading the church in the 21st century.

Ministry Areas

—Perhaps the most important task was to distill our thinking into a vision for the ministry of the presbytery. We believe we have done that.

—We believe that there are three core ministries to which the presbytery must be committed if it is effectively to serve the mission of Jesus Christ in Northeast Florida. Each of these ministries is grounded in the three-fold work of the church: the proclamation of the Word, the administration of the sacraments, and the nurture of a covenant community of disciples. Each is also reflective of the historic role played by presbyteries since the beginnings of the Reformed tradition.

Strengthening Missional Congregations

—The presbytery encourages and works with congregations to become transformed, outwardly focused, and engaged in mission in their communities. It provides support and resources for congregations and ministers in crisis and transition.

—Congregations are the Church engaged in mission in their context. They are called upon to proclaim the Word compellingly and invitingly, so that people both within and beyond the church walls are called to see themselves as part of the story of God's grace. They are sacramental communities that form a bridge between the alienation and hunger of the world and the gracious community and generous meal of grace offered at font and table. They are communities of faith whose central task is to "make disciples of all nations, . . . teaching them to observe" the way of Jesus Christ. Presbytery's role in this ministry is to strengthen and support the work of its congregations by offering regular counsel and guidance; opportunities for education, growth, and outreach; and support through periods of congregational crisis and pastoral transition. In so doing, the presbytery fulfills its mission of "strengthening the ministry of its congregations."

Developing New Missional Communities

—The presbytery establishes new congregations, and encourages the development of Bible study fellowships, mission works, and other faith communities by instilling a vision for new witness, and by networking congregations and individuals who share a vision for such communities.

—New communities of witness—new churches, new mission works, new fellowships for Bible study and service—are all expressions of the impetus to proclaim the Word and nurture disciples. Presbytery’s role in this ministry is in networking individuals and congregations together in this work, and in locating resources from the synod and General Assembly to support it. In so doing, the presbytery fulfills its mission of “enabling us to do together what none could accomplish alone.”²²

Forming Missional Leaders

—The presbytery teaches officers and members the skills needed to lead missional congregations in the 21st century church. It nurtures the sense of call and guides the educational development of persons called to ministry.

—Missional leaders are those ministers, elders, deacons, and other believers who are prepared to lead congregations into the future through challenging proclamation of the Word, faithful offering of sacramental community, and thoughtful nurture of the community of disciples. Presbytery’s role in this ministry is to oversee the development and education of ministers, offer educational opportunities for elders and deacons, and provide occasions for spiritual formation and growth that bring together people from multiple congregations as well as from outside the church. In so doing, the presbytery fulfills its historic role in preparing new ministers, as well as its theological calling to nurture the covenant community of disciples.

PRESBYTERY OF ST. AUGUSTINE FOUNDATIONAL STATEMENTS

IDENTIFY: WHO ARE WE?

“The Church of Jesus Christ is the provisional demonstration of what God intends for all humanity. The Church is called to be the sign in and for the world of the new reality God has made available to people in Jesus Christ” (*The Book of Order*, G-3.0200).

As a part of the Church of Jesus Christ, the Presbytery of St. Augustine participates in this identity and demonstrates in its life and work God’s new reality to its members, its communities, and to the world.

POLITY: WHAT ARE WE CALLED TO DO?

CORE TASKS OF THE CHURCH:

The Church, if it true to its calling to demonstrate God’s new reality to the world, engages in three core tasks:

- _____ *The true proclamation of the Word, in which God is revealed to us;
- _____ *The right administration of the sacraments of Christ Jesus; and
- _____ *The nurture of the covenant community through the upright ministry of ecclesiastical discipline.

THE MISSION OF THE PRESBYTERY OF ST. AUGUSTINE:

The mission of the Presbytery of St. Augustine is to serve Jesus Christ by

- _____ * Strengthening our congregations in their ministries and
- _____ * Enabling us to accomplish together what none could accomplish alone.

PRAXIS: HOW SHALL WE DO WHAT WE ARE CALLED TO DO?

PRACTICAL VALUES:

The Presbytery of St. Augustine understands its ministry at this time and in this place to be guided by five practical values that describe the presbytery’s work. The presbytery is:

- _____ * Relational, communal, and connected;
- _____ * Theologically engaged;
- _____ * Outwardly focused, sharing the good news of Jesus Christ;
- _____ * Willing to risk itself and its resources in the service of the Gospel, and
- _____ * Ready to share resources and to develop energetic leadership

A MISSIONAL VIEW OF THE CHURCH

The strategic plan makes a significant commitment to a *missional* view of the church. This view is carefully discussed in many books and studies, but it can be summarized briefly:

A missional church understands that it exists to serve the mission of God in the world. God’s mission in Christ through the power of the Holy Spirit is to transform human lives, societies, and all creation according to God’s intent. The church is called to bear witness to and to participate in God’s transforming work through proclaiming God’s Word, sharing God’s presence in the Sacraments, and forming communities of disciples who follow the way of Jesus Christ. The church’s purpose is not to serve its own agenda or to guarantee its own survival, but to give itself fully and completely to God’s mission in the world.

1. 1. THE MINISTRY OF THE PRESBYTERY OF ST. AUGUSTINE

1.01 MISSION STATEMENT

~~The mission of the Presbytery of St. Augustine is to serve Jesus Christ by strengthening our congregations in their ministries and enabling us to accomplish together what none could accomplish alone.~~

~~(Adopted by the presbytery on 24 October 2000)~~

The mission of the Presbytery of St. Augustine is to support our faith community, so that together we may witness to the gospel of Jesus Christ.

1.02 VALUES STATEMENT

The Presbytery of St. Augustine understands its ministry at this time and in this place to be guided by five practical values that describe the presbytery's work. The presbytery is:

- * Relational, communal, and connected,
- * Theologically engaged,
- * Outwardly focused, sharing the good news of Jesus Christ,
- * Willing to risk itself and its resources in the service of the Gospel, and
- * Ready to share resources and to develop energetic leadership

(Adopted by Presbytery's Council, 16 April 2007)

1.03 ~~MINISTRY AREAS~~

~~The Presbytery of St. Augustine has discerned that its service to Jesus Christ and his Church calls on it to engage in three particular areas of ministry:~~

STRENGTHENING MISSIONAL CONGREGATIONS

- ~~• Encouraging congregations toward transformation, becoming outwardly focused and engaged in mission in their communities, and~~
- ~~• Providing support and resources for congregations and ministers in crisis and transition.~~

DEVELOPING NEW MISSIONAL COMMUNITIES

- ~~• Establishing new congregations, Bible study fellowships, mission works, and other communities of faith by instilling a vision for new witness and networking congregations and individuals;~~

FORMING MISSIONAL LEADERSHIP

- ~~• Teaching officers and members the skills needed to lead missional congregations in the 21st-century church, and~~
- ~~• Nurturing the sense of call and guiding the educational development of persons responding to a call to ministry of the Word and Sacrament.~~

~~1.04—MINISTRY AREA STRATEGIC GOALS~~

~~Each ministry area has specific goals toward which the presbytery will work and against which it will measure its progress.~~

STRENGTHENING MISSIONAL CONGREGATIONS

- ~~1. Develop and maintain relationships with congregations and ministers to assist in mission and transformation~~
- ~~2. Implement the Acts 16:5 initiative in at least 15 congregations~~
- ~~3. Enable congregations and pastors to share experience and insight related to mission and transformation~~
- ~~4. Provide speakers and events for congregational leadership development and transformation~~
- ~~5. Provide support, guidance and resources for congregations and ministers in pastoral transition~~
- ~~6. Provide support, guidance, and resources for congregations in crisis~~

DEVELOPING NEW MISSIONAL COMMUNITIES

- ~~1. Develop new missional congregations~~
- ~~2. Develop new mission projects within the bounds of the presbytery~~
- ~~3. Develop and/or expand mission projects beyond the bounds of the presbytery~~
- ~~4. Develop new fellowships or congregations among non-dominant cultural communities~~

FORMING MISSIONAL LEADERSHIP

- ~~1. Identify candidates for theological education from congregations in the presbytery~~
- ~~2. Supervise the education and development of candidates and inquirers for ministry, especially in missional leadership skills~~
- ~~3. Implement a high-quality program for training Commissioned Lay Pastors~~
- ~~4. Implement a high-quality program for officer education~~
- ~~5. Develop pastoral accountability groups~~
- ~~6. Develop programs and events for spiritual formation~~
- ~~7. Continue and develop the presbytery's Enrichment program~~
- ~~8. Develop a scholarship in missional leadership formation~~

2. 2. THE PRESBYTERY

2.01 The presbytery shall be known as the Presbytery of St. Augustine.

2.02 The Presbytery of St. Augustine is a presbytery of the Presbyterian Church (U.S.A.) related to the Synod of South Atlantic. The presbytery operates under the provisions of the *Book of Order* of the Presbyterian Church (U.S.A.). The rules of order, unless otherwise stated in the Manual of Operations, shall *be Robert's Rules of Order, Newly Revised*.

2.03 The geographical jurisdiction of the presbytery includes the counties of: Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Lafayette, Levy less the community of Yankeetown, Marion, Nassau, Putnam, St. Johns, Suwannee, Taylor and Union.

2.04 The Presbytery of St. Augustine shall meet for at least three stated meetings each year: Winter, Spring, and Fall. Ordinarily, these meetings shall be scheduled on the first Saturday of February, and the First Tuesdays of May, and October. A quorum for a meeting of the presbytery shall be at least three teaching elders and three ruling elders, representing three different congregations (G-3.0304).

2.05 The Presbytery of St. Augustine and the presbytery corporations shall meet at the same time and place, and in the announcement of the meeting, "The Presbytery of St. Augustine" shall designate both its functions.

~~2.06 Presbytery shall elect the membership of all committees and commissions. Nominations to membership of all presbytery committees shall be made through the Nominations and Representation Committees. The Presbytery Council shall nominate the membership of the Nominations and Representation Committees, for election by the presbytery. Presbytery shall elect the membership of the Coordinating Council and all commissions, teams, and the Coordinating Council Trustees Committee. Nominations shall be made through the Nominating and Representation Committees Teams of the Coordinating Council.~~

2.07 The Trustees Committee shall have dual responsibility to both the Coordinating Council and the Presbytery. To assure the consistency of strategic direction, financial oversight and operational coordination, it will be under the direction of the Coordinating Council. However, if Coordinating Council direction conflicts with its understanding policy compliance or their moral and fiduciary responsibilities to the presbytery, it is authorized and required to report its concerns and recommendations directly to the presbytery.

Membership of the Presbytery

~~2.07~~2.08 Membership of presbytery shall consist of all enrolled, ordained teaching elders, together with ruling elder commissioners elected by the session of each church of the

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presbytery. Sessions shall elect ruling elder commissioners according to congregational membership, according to the following table:

1-500 members	1 commissioner
501-1000 members	2 commissioners
1001-1500 members	3 commissioners
1501-2000 members	4 commissioners
2001-3000 members	5 commissioners
3001 or more – one additional commissioner for each 1000 members (or major fraction thereof) above 3000 (G-3.0301).	

Any ruling elder not commissioned by his/her church to serve as a commissioner to presbytery, while serving on the Coordinating Council or as the chairperson of a ~~committee~~/standing commission of presbytery or as the moderator of Presbyterian Women, shall be enrolled as a member of presbytery during his/her tenure as chairperson. Any ruling elder commissioned to pastoral service shall be enrolled as a member during the tenure of his/her commission. Further, any ruling elder elected to an office in presbytery or serving as executive presbyter (including an interim or transitional executive presbyter) shall also be enrolled as a member of presbytery during the term of his/her office.

Certified Christian Educators who are ruling elders are entitled to the privileges of voice and vote at meetings of presbytery. (G-2.1103b).

At the winter stated meeting of each year, the stated clerk shall report to the presbytery the number of resident active teaching elder members of the presbytery, and the number of ruling elders in the following categories: ruling elder commissioners eligible to be elected from each session, ruling elders who are Certified Christian Educators or commissioned to pastoral service, and ruling elders who are members of the presbytery by virtue of their office or role ~~moderators of committees or commissions of the presbytery~~. If the number of resident active teaching elders exceeds the sum of the ruling elders eligible, the stated clerk shall put forward a motion asking particular congregations to elect an additional elder commissioner in such numbers as will equalize the eligible ruling elder commissioners with resident active teaching elder members. The clerk shall create the list of congregations by rotating through the alphabetical list of congregations in the presbytery (G-3.0301).

~~2.08~~—2.09 Each teaching elder member, unless Honorably Retired, shall be required to attend every stated meeting of presbytery, or shall present acceptable reasons to the presbytery through the Stated Clerk for absence, late arrival, or departure before adjournment.

~~2.09~~—2.10 Any of the following, if not a member of or commissioner to presbytery, shall be corresponding members, but without vote: the spokesperson of any presbytery committee (if other than the chair), the spokesperson of any committee, commission or task force; any executive, officer, or spokesperson from synod or General Assembly; certified educators of presbytery's churches who are not ruling elders; guests of the presbytery who are members of other presbyteries, and members of the program staff of the presbytery.

2.11 Validated Ministries of Teaching Elder Members [note: moved up from previous 4.18]

2.11 The Presbytery of St. Augustine is blessed by the service of many of its teaching elder members in various forms of validated ministry beyond the jurisdiction of the church. Chaplains, pastoral counselors, teachers and professors, service as pastors of congregations of other denominations, administrators of church-related entities – each brings unique combinations of talents and experience.

Presbytery Corporations

~~2.10~~ 2.12 The Presbytery of St. Augustine shall create and maintain two Florida not-for-profit corporations, called “The Presbytery of St. Augustine, Inc,” and “Montgomery Presbyterian Conference Center, Inc.” The membership of both corporations shall be the members of the Presbytery of St. Augustine, and meetings of the presbytery shall simultaneously and co-terminously be meetings of the corporations. Trustees of the Presbytery of St. Augustine, Inc, shall also be Trustees of Montgomery Presbyterian Conference Center, Inc.

Officers of the Presbytery

~~2.11~~ 2.13 At the Winter Stated Meeting, presbytery's nominating committee shall present nominations for Moderator ~~and~~; Moderator-elect, ~~and Moderator in Nomination~~, Treasurer, and when appropriate, Stated Clerk. Those elected shall be installed at the meeting at which they are elected to begin their term at once.

~~2.12~~ 2.14 The Moderator shall serve for one year, shall preside at all meetings of presbytery and shall perform all the duties as prescribed in the *Book of Order*, G-3.0104. In the event that the Moderator cannot preside, the Moderator of the ~~Presbytery Coordinating~~ Council shall preside *pro tempore*.

~~2.13~~ 2.15 The Moderator shall be a member of the ~~Presbytery Coordinating~~ Council with vote and an advisory member with voice and no vote of every commission, committee, and task force.

~~2.14~~ 2.16 Ordinarily, the office of Moderator shall alternate between ruling elders and teaching elders, and between male and female.

~~2.15~~ 2.17 The Stated Clerk shall be elected for a three-year term and shall be eligible for re-election. The Stated Clerk shall perform those duties and functions prescribed in the *Book of Order* G-3.0104 and G-3.0305 and as indicated in the presbytery's policy regarding the approval of investigating committees (Approval of Investigating Committees in the policy manual). The Stated Clerk shall represent the presbytery to other councils and ecumenical

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faith groups and will perform other duties as approved by the presbytery from time-to-time. The Stated Clerk shall report to the Coordinating Council subject to the Stated Clerk's constitutional, fiduciary and legal responsibilities. He or she shall be an ex-officio member without vote of the Coordinating Council and the Administration Committee. The Executive Presbyter may be elected as Stated Clerk of the presbytery. The Stated Clerk may recommend assistant clerks as needed to the Nominating Committee for election by the presbytery.

~~2.16~~ 2.18 The Treasurer shall be elected annually by the presbytery and shall be eligible for re-election ~~reelection~~. The Treasurer shall receive and disburse the funds of the presbytery as authorized; keep detailed account of all receipts and disbursements and report them to the ~~Presbytery~~ Coordinating Council and to the Board of Trustees regularly and to the presbytery annually; be bonded, along with others who handle presbytery finances; and see that the books are properly audited as prescribed by the *Book of Order*, G-3.0113. The Treasurer shall also act as the treasurer of the Presbytery of St. Augustine, Inc., and Montgomery Presbyterian Conference Center, Inc. The Treasurer may serve as a member of the ~~Presbytery~~ Coordinating Council, the Board of Trustees of the presbytery corporations, and shall be an ex-officio member of the Administrative Committee without vote. ~~an advisory member of the Administration and Finance Committee.~~

~~3~~ THE PRESBYTERY COUNCIL

3.0 THE COORDINATING COUNCIL

~~3.01~~ 3.01 The purpose of the ~~Presbytery~~ Coordinating Council is to coordinate the work of the presbytery, its entities and staff, and to discharge any other responsibilities assigned to it by the presbytery. The Coordinating Council has authority as a standing commission to implement all operational decisions for the Presbytery. Additionally, it shall be constituted as a standing commission to address on behalf of the presbytery such matters as may arise between meetings of the presbytery and require immediate attention. It is accountable to the presbytery in the discharge of all its responsibilities and actions. The Coordinating Council and the presbytery will ensure that all of the work of G-3.0307 takes place in one of the Coordinating Council committees or teams to the extent that it is not already a part of the responsibilities of a presbytery commission. The authority of the Coordinating Council may be further delegated to committees and teams so long as there is prudent and effective supervision of the exercise of authority and such delegation is permitted by the Book of Order.

All actions taken by the Coordinating Council shall be reported to the presbytery at its next stated meeting, subject to the provisions of G-3.0109.

The authority of the Coordinating Council does not include matters that are specifically excluded by the Book of Order or the structure/organization of the presbytery such as:

- a. Changes to the presbytery's structure/organization;
- b. Functions and decisions involving judicial process;
- c. Functions of a team/committee on representation or nominating committee;
- d. Approval of expenditures or uses of undesignated presbytery funds that are cumulatively more than 5% above an approved budget;
- e. Approval of presbytery policies); and
- f. Examining and receiving teaching elders into membership, including approval of terms of call and commissions for ordination and installation; ordaining and installing teaching elders; and receiving inquirers and candidates under care.

~~3.02—The membership of the Presbytery Council shall consist of the moderator of each presbytery committee or commission, the Moderator, Moderator-elect, and Moderator-in-Nomination of the presbytery; the moderator of Presbyterian Women; the commissioners to the Synod of South Atlantic elected by the presbytery; the President of the presbytery corporations; the moderator of the Executive Operating Board of Montgomery Presbyterian Conference Center, Inc.; and eight persons elected at large from the presbytery, including two persons from non-dominant racial/ethnic communities within the presbytery, each elected for three year terms. The Nominating Committee shall nominate persons for election by the presbytery, keeping in mind the skills needed for completion of the work of the council as outlined below. The Stated Clerk, Executive Presbyter, and Mission Coordinators shall be advisory members with privilege of voice but not vote.~~

3.02 The Coordinating Council shall consist of 13 members, including the past Moderator of the presbytery, the Moderator, and 11 members elected at large from the presbytery and placed in three classes of three years each. It shall be composed of ruling elders and teaching elders in approximately equal numbers, bearing in mind the principles of unity in diversity in F-1.0403 of the Book of Order. The Moderator-Elect and the Relationship Coordination Director (if not already elected members) shall serve ex-officio (without vote). The Stated Clerk shall also serve ex-officio (without vote).

~~3.03 The Presbytery Coordinating Council will be moderated-chaired by the immediate past Moderator of presbytery. The Coordinating Council may also elect a vice-moderator. The Stated Clerk of the presbytery shall serve as clerk for the Coordinating Council.~~

~~3.04—The Presbytery Council shall maintain four committees, the members of which shall be drawn from the membership of the council, with responsibilities as assigned below. All subcommittees shall report to the council, which shall report their work to the presbytery as a whole.~~

~~3.05—*Presbytery Worship and Meeting Planning:* This committee shall be responsible:~~

- ~~a. To recommend to presbytery times and places for all meetings of the presbytery;~~
- ~~b. To prepare the docket for meetings of presbytery, including the omnibus motion, with the assistance of the Stated Clerk;~~

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- e. ~~To plan the meetings of presbytery, including its worship and programs for education, and to invite preachers and speakers for meetings of presbytery as may be of particular interest to the presbytery;~~
- d. ~~To administer the following policies in the presbytery's policy manual:

 - ~~Communion at Presbytery Gatherings~~
 - ~~Inclusive Language Guidelines for Worship Leaders~~
 - ~~Worship at Presbytery Meetings~~~~

3.06 ~~Personnel:~~ This committee shall be responsible:

- a. ~~To supervise and review the performance of the Executive Presbyter;~~
- b. ~~To review, in consultation with the Executive Presbyter, the performance of the presbytery staff, including annual and five-year reviews; and~~
- c. ~~To recommend staff salaries and benefits to the presbytery for approval.~~
- d. ~~To administer the following policies in the presbytery's policy manual:

 - ~~Executive Annual and Five-Year Comprehensive Reviews~~
 - ~~Parental Leave Policy~~
 - ~~Policy regarding Sabbatical Leave~~
 - ~~Personnel Policy Manual for the Presbytery of St. Augustine.~~~~

3.07 ~~Bills and Overtures:~~ This committee shall be responsible:

- a. ~~To receive overtures from sessions, according to the policy, "Overtures Presented to the Presbytery," in the presbytery's policy manual, and to make recommendations to the presbytery regarding their disposition;~~
- b. ~~To make recommendations to the presbytery regarding the disposition of requests for concurrence with overtures received from other presbyteries or other councils;~~
- c. ~~To recommend to the presbytery action on proposed amendments to the Constitution of the Presbyterian Church (U.S.A.); and~~
- d. ~~To accomplish its work in light of the presbytery policy on Overtures Presented to the Presbytery.~~

3.08 ~~Review and Evaluation:~~ This committee shall be responsible

- a. ~~To coordinate the ministry of the presbytery, including all its entities and staff, providing for regular review of the functional relationship between presbytery's structure and its mission (G-3.0301 and 3.033a); and~~
- b. ~~To approve the minutes of meetings of presbytery, after preparation by the Stated Clerk, and upon review by the Moderator of Presbytery;~~

3.09 3.04 Plenary Functions: In addition to the committee functions outlined above, the Presbytery Coordinating Council shall have responsibility for the following:

- a. To propose to the presbytery, at the recommendation of the Administration Committee ~~Administration and Finance Committee~~, the annual asking and operating budgets for the presbytery, including levels of funding for the various ministries of the presbytery, and to circulate those budgets among the sessions;
- b. To nominate for election by the presbytery the membership of the Nominating and Representation Team ~~Committees~~; and
- c. To address such matters as may be referred to the Coordinating Council ~~council~~ by the presbytery
- d. To administer the following policies in the presbytery's policy manual:
 - Policy for Giving
 - Presbytery-wide Annual Offerings for the Benefit of Outside Entities

~~3.10~~ 3.05 The ~~Presbytery~~ Coordinating Council may, at its discretion, establish such *ad hoc* task forces or committees as needed to accomplish particular tasks.

~~3.11~~ 3.06 The ~~Presbytery Council~~ shall ordinarily meet approximately one month prior to each stated meeting of the presbytery. The Coordinating Council shall establish and publish a schedule for its stated meetings and will meet no less than eight times per year.

4 RESOURCES FOR MINISTRY

4.01 The presbytery possesses significant resources to support and strengthen the ministries of its congregations in its volunteers, staff, commissions, committees, teams, and covenant/mission partner relationships; ~~and in the validated non-parish ministries of its teaching elder members,; and in its staff.~~ The commissions, committees, and relationships of the presbytery are not the ministry of the presbytery; rather, they are resources upon which the presbytery and its congregations may draw as they seek to participate in the mission of Jesus Christ in the world.

[Note: this is moved up from below and adds the option of "video-conference"] The presbytery encourages its commissions, committees, and teams to meet in person when possible. However, electronic meetings (teleconference, audio-conference, video-conference, Internet) are authorized so long as they provide an opportunity for simultaneous aural communication among all participating members equivalent to those held in one room or area. The notice of the meeting shall include an adequate description of how to participate in it. A committee may allow some members to participate in person and others by the type of electronic connection described above. The by-laws of the corporations may provide for voting by e-mail as permitted by Florida corporate law, but only under the guidelines contained in those by-laws.

Commissions

4.02 *Standing Commissions and Trustees.* The Presbytery of St. Augustine shall maintain the following standing commissions:

- a. Permanent Judicial Commission
- b. ~~Examinations Commission~~ Member Preparation and Call Commission
- e.b. Trustees
- d.c. Coordinating Council. ~~Presbytery Council, for matters arising between stated meetings (sec. 3.01 above)~~

[NOTE THIS WAS MOVD UP TO 4.01] ~~The presbytery encourages its commissions and committees to meet in person when possible. However, electronic meetings (teleconference, audio-conference, Internet) are authorized so long as they provide an opportunity for simultaneous aural communication among all participating members equivalent to those held in one room or area. The notice of the meeting shall include an adequate description of how to participate in it. A committee may allow some members to participate in person and others by the type of electronic connection described above. The by-laws of the corporations may provide for voting by e-mail as permitted by Florida corporate law, but only under the guidelines contained in those bylaws.~~

4.03 Members of standing commissions shall be nominated by the Nominating Team ~~Nominations Committee~~ for election to terms of up to three years and shall be eligible for reelection, provided that no member shall serve an aggregate of more than six consecutive years on the same commission. Except where otherwise stated, terms shall begin on 1 January and expire on 31 December.

4.04 *Permanent Judicial Commission.* The Permanent Judicial Commission shall hear and decide cases of process on behalf of the presbytery according to the Rules of Discipline. The function, membership, terms of service, and manner of election of the Permanent Judicial Commission shall be in every way consonant with the provisions of D-5.0000 of the *Book of Order*, and of the Rules of Discipline as a whole. The commission shall have nine members, as nearly equally divided as possible between ruling elders and teaching elders. The term of each member of the Permanent Judicial Commission shall be six years, and they shall be elected and serve as provided in D-5.0100. Except where otherwise stated, terms shall begin on 1 January and expire on 31 December.

4.05 The Moderator of the Presbytery, the Moderator of the Member Preparation and Call Commission, ~~Committee on Ministry~~, and the Stated Clerk are empowered to act on behalf of the presbytery to create an Investigating Committee and/or a Committee of Counsel as needed under the provisions of the Book of Order D-6.0302a and D-10.0201b

4.06 Member Preparation and Call Commission. The Member Preparation and Call Commission is empowered to:

- a. Guide, nurture, and oversee the process of becoming a teaching elder for persons in the care of the presbytery, including actions with respect to inquirers, candidates, and final assessments;

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- b. Examine and admit to membership all persons seeking membership in the Presbytery of St. Augustine, and approve calls and terms of call for those it examines;
- c. Provide a Pastor Nominating Commission liaison to congregations in transition;
- d. Approve temporary membership in the presbytery for a period of service;
- e. Approve and conduct ordinations and installations of teaching elders and commissioning services for commissioned ruling elders;
- f. Recommend exceptions and accommodations to requirements of the Book of Order regarding ordination, installation of a temporary pastor or associate as an installed pastor, and any other action requiring a super-majority vote of the presbytery;
- g. Provide a liaison to congregations searching for temporary pastoral service;
- h. Approve contracts and terms of call for temporary pastoral service;
- i. Dissolve teaching elder and commissioned ruling elder relationships when requested by the teaching elder/commissioned ruling elder and the congregation;
- j. Approve the retirement of teaching elders;
- k. Approve validated ministries of teaching elders;
- l. Certify ruling elders as ready to receive a commission and approve commissions of ruling elders to particular pastoral service;
- m. Take presbytery action relating to Christian educators and those certified and called to certified church service (as permitted or required by the Book of Order);
- n. Transfer teaching elders to other presbyteries and denominations;
- o. Recommend minimum terms of call for approval by the presbytery;
- p. Recommend the annual teaching elder roll for approval by the presbytery; and
- q. Recommend presbytery action relating to a teaching elder's renunciation of jurisdiction or release from ministry as a teaching elder, and take all actions preliminary to the presbytery's final action.

The Member Preparation and Call Commission shall consist of 24 members, including ruling elders and teaching elders in approximately equal numbers. The commission may organize its work into smaller committees and teams and provide its own quorums for its work. The commission shall administer all policies relating to the subject matters of its authority. The Stated Clerk shall serve as the clerk of the commission. All actions taken by the commission shall be reported to the presbytery at its next stated meeting, subject to the provisions of G-3.0109.

~~4.06 — *Examinations Commission.* The Examinations Commission is empowered to examine and admit to membership all persons seeking membership in the Presbytery of St. Augustine, and to approve terms of call and commissions of ordination and/or installation for those it examines (G-3.0109b(3)). The functions, membership, terms of service, and manner of election of the Examinations Commission are defined in the policy, "Examination Process for Candidates and Ministers." The commission shall administer the presbytery's policies on "Clergy Compensation" and "Mentoring for Incoming Ministers."²² The commission shall have nine members, as nearly equally divided as possible between ruling elders and teaching elders.~~

~~4.07 — *Trustees.* The Trustees shall serve as the trustees of the Presbytery of St. Augustine, Inc. and of Montgomery Conference Center, Inc., under the provisions of G-4.0101 of the *Book of Order*, and shall recommend annually to the presbytery at its Winter Stated Meeting the election of the President of the Corporations. The President may not be the current Moderator of the presbytery or Moderator of the council.~~

~~The Trustees shall serve as a commission of the presbytery to consider and decide requests for approval and/or guarantee of loans to congregations under the provisions of G-4.0206a of the *Book of Order*, and all requests to sell or lease real property held in trust by congregations of the presbytery under the provisions of G-4.0206a,b of the *Book of Order*, subject to the exceptions granted by the presbytery under the provisions of G-4.0208 of the *Book of Order*. The process for considering approval for church loans and property sales is defined in the policy, “Loan Guarantee and Property Sales Approval between Meetings of Presbytery.” The Trustees may, at their discretion, forward to the presbytery a loan guarantee request that might benefit from the consideration and vote of the whole presbytery. The Trustees shall further be guided by the presbytery’s policies on “The Purchase and Sale of Property for New Church Developments” and “Title Transfer of New Church Development Sites.”~~

~~The Trustees shall have nine members, as nearly equally divided as possible between ruling elders and teaching elders.~~

~~4.08 4.07 Other Administrative Commissions. The presbytery may elect such administrative commissions as it deems necessary to its work, under the provisions of G-3.0109b of the *Book of Order*.~~

Committees

4.08 The presbytery shall maintain the following committees:

- a. Volunteer Management Committee
- b. Leadership Development and Care Committee
- c. Relationship Coordination Committee
- d. Strategic Issues Committee
- e. Administration Committee
- f. Trustees Committee

Members of presbytery teams shall be nominated by the Nominating Team for election to terms of up to three years and shall be eligible for reelection, provided that no member shall serve an aggregate of more than six consecutive years on the same team. Except where otherwise stated, terms shall begin on 1 January and expire on 31 December.

The quorum for each presbytery committee shall be at least fifty percent.

4.09 Volunteer Management Committee. The purpose of the Volunteer Management Committee is to develop strategies to more effectively identify, engage and monitor the overall activities of volunteers in the Presbytery, assuring that:

- a. The “right” people are being approached to serve - qualified, motivated, and representative;
- b. Service opportunities are well defined (job/role descriptions), real, and important; and
- c. Volunteer satisfaction is assessed by survey at least once a year, and issues are addressed promptly, fairly and effectively.

The Volunteer Management Committee shall consist of three members, including the committee chair appointed by the Coordinating Council from among its members and the chairs of the Nominating Team (six members) and the Representation Team (six members). The Relationship Coordination Director shall serve ex-officio but without vote. These teams shall carry out the functions and ensure the presbytery’s compliance with G-3.0103 and G-3.0111 of the Book of Order and shall be responsible for nominating for elections commissioners to the General Assembly and the Synod. They shall elect their own chairs (and may elect vice-chairs).

The members of the Nominating Team shall be elected by the Nominating Team. The members of the Representation Team shall be elected by the presbytery upon nomination by the Coordinating Council. They shall be arranged in three classes, each serving three year terms.

4.10 Leadership Development and Care Committee. This committee takes over where the Member Preparation and Call Commission leaves off. Its purpose is to support congregations, mission partners, ruling elders in leadership positions, and all of our teaching elders (wherever they serve) by:

- a. Seeking to understand the needs of Presbytery leaders in both church and other ministry roles for teaching elders and council/committee/team leadership roles for all elders;
- b. Offering role definition, preparation, orientation and training for specific leaders as they assume new roles in the presbytery;
- c. Helping to develop and supporting leaders in congregations and validated ministries and Certified Christian Educators;
- d. Supervising and supporting ruling elders commissioned to particular pastoral service;
- e. Providing ongoing training and support during each leader’s service in the presbytery;
and
- f. Offering informal advisory help and formal counseling support to all leaders, including leaders who have issues being effective in their role in the presbytery.

The Leadership Development and Care Committee shall consist of at three members, including the committee chair appointed by the Coordinating Council from among its members and the chairs of the Training Team (six members) and the Problem Resolution Team (six members). The teams shall elect their own chairs (and may elect vice-chairs). The teams shall report to the committee, which shall organize them so that they may carry out all of the purpose and functions of the committee. The committee shall also appoint Training Program Ad Hoc teams and provide for counseling resources for the presbytery and its leaders.

4.11 Relationship Coordination Committee. This committee has the following purposes:

- a. Monitoring the activities and effectiveness of the Relationship Coordination Director and the Area Relationship Coordinators;
- b. Assessing the activities and effectiveness of the Communications Coordinator;
- c. Coordinating the presbytery's disaster preparation and response, including the authority to apply for, receive and manage Presbyterian Disaster Assistance grants; and
- d. Overseeing the presbytery's mission and outreach activities and serving as the primary access point for the presbytery's mission partner organizations (including without limitation the Jamaica Ecumenical Mutual Mission, Montgomery Presbyterian Conference Center, and any new church or missional community starts), assuring that achievements, opportunities, issues and needs are effectively addressed and communicated to the Coordinating Council, either by the committee chair or by providing time on the Coordinating Council meeting agenda.

The Relationship Coordination Committee shall consist of nine members, including three Coordinating Council members (with one appointed as the chair), a representative of the Montgomery Presbyterian Conference Center (the Director or - if no Director - another representative selected by the Executive Operating Board), the Moderator of the Presbyterian Women, the chair of the Mutual Mission Team, and the chairs of the Communications Team (six members), the Reconciliation Team (six members), and the Disaster Preparation and Assistance Team (at least nine members). The teams shall elect their own chairs (and may elect vice-chairs). The Relationship Coordination Director and the Communications Coordinator shall serve ex-officio but without vote.

The teams shall report to the committee, which shall organize them so that they may carry out all of the purposes and functions of the committee.

4.12 Strategic Issues Committee. This committee develops and proposes new strategies to address identified Presbytery opportunities and issues by:

- a. Assuring that the key strategic initiatives approved by the presbytery from time to time are being prioritized and addressed through financial and operational plans;
- b. Reviewing and monitoring performance to existing plans – both strategic and operational;
- c. Monitoring the finances and operations of the presbytery to identify issue and opportunity area that are not being adequately addressed; and
- d. Working with the Coordinating Council to revise plans and reallocate resources to achieve desired end results.

The Strategic Issues Committee shall consist of three members of the Coordinating Council, (with one appointed as the chair). The Relationship Coordination Director shall serve ex-officio but without vote. The Coordinating Council may also appoint some of the Area Relationship Coordinators as ex-officio members of the Strategic Issues Committee without vote.

4.13 Administration Committee. This committee addresses the administrative activities of the presbytery, including:

- a. Providing oversight, planning, and management of the funds and properties owned by the Presbytery of St. Augustine, Inc. and the Montgomery Presbyterian Conference Center, Inc., subject to the supervision of the Coordinating Council and the direction of the presbytery;
- b. Administering the presbytery's investment policies;
- c. Providing oversight, planning and management of personnel and legal matters for the presbytery;
- d. Preparing and recommending to the Coordinating Council the annual operating budget for the presbytery; and
- e. In coordination with the Relationship Coordination Committee, receiving, reviewing and forwarding to the Coordinating Council the annual operating budget for Montgomery Presbyterian Conference Center.

The Administration Committee shall consist of six members, including three members of the Coordinating Council (with one appointed as the chair) and the chairs of three teams: the Finance Team (six members), the Personnel Team (six members), and the Legal Team (six members). The teams shall elect their own chairs (and may elect vice-chairs). The Stated Clerk, the Chair of the Trustees Committee, and the Treasurer shall serve ex-officio but without vote. The teams shall report to the committee, which shall organize them so that they may carry out all of the purpose and functions of the committee.

4.14 Trustees Committee. The Trustees shall consist of nine members placed in terms of three years each. They shall serve as the trustees of the Presbytery of St. Augustine, Inc. and of Montgomery Conference Center, Inc., under the provisions of G-4.0101 of the Book of Order, and shall recommend annually to the presbytery at its Winter Stated Meeting the election of the President of the Corporations. The President may not be the current Moderator of the presbytery or Moderator of the Coordinating Council. The Trustees shall coordinate their functions with and make reports to the Coordinating Council, subject to their constitutional, fiduciary and legal responsibilities.

The Trustees shall serve as a commission of the presbytery to consider and decide requests for approval and/or guarantee of loans to congregations under the provisions of G-4.0206a of the Book of Order, and all requests to sell or lease real property held in trust by congregations of the presbytery under the provisions of G-4.0206a, b of the Book of Order, subject to the exceptions granted by the presbytery under the provisions of G-4.0208 of the Book of Order.

Committees

~~4.09—The presbytery shall maintain the following committees, as well as those it deems beneficial and contributory to its ministry:~~

- ~~a. Committee on Ministry (G-3.0307 and 3.0305c-d, and section 4.11 below)~~
- ~~b. Committee on Preparation for Ministry (G-3.0307 and section 4.12 below)~~

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- ~~e. Presbytery Council (section 3 above)~~
- ~~d. Nominating Committee (G-3.0111 and section 4.13 below);~~
- ~~e. Representation Committee (G-3.0103 and section 4.13 below), and~~
- ~~f. Administration and Finance Committee (section 4.14 below)~~
- ~~g. St. Augustine Mutual Mission Committee (section 4.15 below)~~

~~The quorum for the meetings of all committees of presbytery shall be at least 50 percent.~~

~~4.10 — Members of presbytery committees shall be elected by the presbytery upon nomination by the Nominating Committee. They shall serve terms of 3 years or less and are eligible for reelection, except that no person shall serve more than an aggregate of six consecutive years on the same committee. Terms shall begin on 1 January and expire on 31 December.~~

~~4.11 — *Committee on Ministry.* The purposes of the Committee on Ministry shall be to “serve as pastor and counselor to teaching elders, ruling elders commissioned to pastoral service, and Certified Christian Educators; to facilitate relations between the presbytery and its congregations, teaching elders, ruling elders commissioned to pastoral service, and Certified Christian Educators; and to settle difficulties on behalf of the presbytery wherever possible and expedient” (G-3.0307). In addition, the committee shall seek to provide resources for the ministry areas of the presbytery as defined in section 1.04 above, especially in the area of Strengthening Missional Congregations. The Committee on Ministry shall administer the following policies in the presbytery’s policy manual~~

- ~~• Certified Christian Educators~~
- ~~• Counseling Guidelines for Church Pastors~~
- ~~• Equal Employment Opportunity~~
- ~~• Guidelines for Collegial Relations~~
- ~~• Minimum Terms of Call~~
- ~~• Mission Study Task Force~~
- ~~• Pastoral Care Network~~
- ~~• Relationship with Pastoral Counseling Center~~
- ~~• Scholarship Support for Pastoral Counseling~~
- ~~• Policy Regarding Seminary Indebtedness~~
- ~~• Sexual Misconduct Policy and Procedures~~
- ~~• Validating the Ministry of Continuing Members~~

~~The committee shall be constituted as a standing commission to approve requests for the transfer of a teaching elder to another presbytery. The committee shall consist of at least eighteen members, with ruling elders and teaching elders in roughly equal numbers.~~

~~4.12 — *Committee on Preparation for Ministry.* The purpose of the Committee on Preparation for Ministry shall be “to guide, nurture, and oversee the process of becoming a teaching elder”²² for persons in the care of the presbytery (G-3.0307). In addition, the committee shall seek to provide resources for the ministry areas of the presbytery as defined in section 1.04 above;~~

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especially in the area of Forming Missional Leadership. The Committee on Preparation shall administer the presbytery's policies on "Candidate Support Fund Offerings" and "Authorization to Transfer Candidates."

~~The committee shall consist of fifteen members, with ruling elders and teaching elders in roughly equal numbers.~~

~~4.13—*Nominating and Representation Committees.* The responsibilities of the Nominating Committee are defined by G-3.0111 of the *Book of Order*. The Nominating Committee shall administer the presbytery's policies on the process for nominating for election commissioners to General Assembly and to Synod.~~

~~The Nominating Committee shall consist of nine members, arranged in three classes and each serving three-year terms. The membership shall be one-third teaching elders and two-thirds members of congregations, equally men and women. They shall be nominated by the Presbytery Council for election by the presbytery at the Fall Stated Meeting each year.~~

~~The responsibilities and membership composition of the Representation Committee are defined by G-3.0103 of the Book of Order.~~

~~The Committee on Representation will consist of six members, divided equally men and women, and consisting of at least three members of racial ethnic minority status and at least one person who self-identifies as disabled. Normally, the committee will have persons of varying ages and geographical diversity, as well as persons from churches of various sizes. The committee will usually consist of three teaching elders and three members of a congregation of the presbytery (not limited to ruling elders.) They will be divided into three classes of two each and elect their own chair and vice-chair, as appropriate.~~

~~After the first election, they shall be nominated by the Presbytery Council for election by the presbytery at the Fall Stated Meeting each year.~~

~~Ordinarily, the Nominating and Representation Committees shall meet together.~~

~~4.14—*Administration and Finance Committee.* The responsibilities of the Administration and Finance Committee shall be to provide oversight, planning, and management of the funds and properties owned by the Presbytery of St. Augustine, Inc. and the Montgomery Presbyterian Conference Center, Inc., subject always to the direction of the presbytery. It shall prepare and recommend to the Presbytery Council the annual operating budget for the presbytery, and it shall receive and communicate to the presbytery the annual operating budget for Montgomery Presbyterian Conference Center. It shall provide periodic training for congregational treasurers. In all its efforts, the committee shall seek to provide financial and administrative resources to all the ministry areas of the presbytery. The Administration and Finance Committee shall administer the presbytery's Investment Policy.~~

~~This committee shall consist of six members.~~

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~~4.15 — *St. Augustine Mutual Mission Committee.* The function of the St. Augustine Mutual Mission Committee shall be to oversee, coordinate, and recruit participants in the various ministries of the Mutual Mission, in cooperation and consultation with our partner, the Jamaica Ecumenical Mutual Mission. It shall administer and be guided by the presbytery's policy, "Activities of Ministers, Churches, and Session in Participating in International Missions." It shall seek to maintain and strengthen the mutual mission effort in Jamaica and other Caribbean countries and within the bounds of this presbytery. The committee shall plan ways for raising both funds and awareness in support of the mutual mission. It shall annually submit its budget to the presbytery for approval.~~

~~The committee shall consist of at least nine members.~~

5. COVENANT AND MISSION PARTNER RELATIONSHIPS ~~Covenant Relationships~~

The presbytery has the following covenant and mission partner relationships. These relationships shall be coordinated primarily through the Relationship Coordination Committee of the Coordinating Council (see section 3.07).

5.01 Presbyterian Women. The Presbytery of St. Augustine has a covenant/mission partner relationship with the Presbyterian Women in the Presbytery of St. Augustine.

~~4.16~~ 5.02 *Montgomery Presbyterian Conference Center.* The Presbytery of St. Augustine exists in covenant/mission partner relationship with Montgomery Presbyterian Conference Center, a wholly-owned camp, conference, and retreat facility located near Starke, Florida. The membership of the corporation, Montgomery Presbyterian Conference Center, Inc. is co-terminous with the membership of the Presbytery of St. Augustine, Inc., and the officers and trustees of one are the officers and trustees of the other.

The presbytery supports the ministry of Montgomery Conference Center through contributions from its operating budget; the participation of its congregations and members in the programs and ministries of Montgomery Conference Center; through volunteer groups that help with improvements to the Conference Center site; through participation in the Trustees' election of the Montgomery Presbyterian Conference Center Executive Operating Board, upon nomination of that Board; and through the regular welcome and grant of privilege of voice to members of the Montgomery Conference Center program staff.

Montgomery Conference Center contributes to the ministry of the presbytery by offering a ministry of hospitality on behalf of the presbytery to congregations, members, ministers, and others; by conducting a high-quality, Christ-centered ministry of camping and retreat to the presbytery and, on behalf of the presbytery, to groups and organizations who seek the benefits of such ministry; by providing a place for groups and individuals to experience the goodness of God's creation; by offering opportunities for spiritual growth and education for pastors, leaders, and members of congregations; by supporting leadership development in

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the presbytery through ministry with youth and young adults; and by providing both a place and leadership for occasions of recreation and retreat.

~~The Executive Director of Montgomery Conference Center shall participate with the executive and administrative staff of the presbytery in staff planning and coordination.~~

4.17_5.03—*Mutual Mission in Jamaica and Cuba.* The Presbytery of St. Augustine, Inc., exists in covenant/mission partner relationship with the Jamaica Ecumenical Mutual Mission (JEMM) for the purpose of furthering the cause of mutual mission in Florida, Jamaica, and Cuba. The mutual mission effort is governed by the terms of the document “An Ecumenical Mutual Mission: Memorandum of Understanding” and the presbytery’s policy “Activities of Churches, Ministers, and Sessions participating in International Mission Relationships.” The presbytery manages its relationship with JEMM through its Mutual Mission Committee.

The presbytery supports the ministry of JEMM through annual contributions from its designated reserves; through the election of the members of the Mutual Mission Committee; through the recruitment of medical and dental professionals for the medical and dental missions; through the recruitment of young people and adults for the cultural exchange missions; and through hospitality to brothers and sisters from JEMM who visit within our bounds.

JEMM supports the ministry of the presbytery through its supervision of those ministries in Jamaica and other Caribbean countries which receive financial support from the presbytery; and through hospitality to brothers and sisters from the Presbytery of St. Augustine who visit in their countries.

[NOTE THIS WAS MOVED UP] Validated Ministries of Teaching Elder Members

~~4.18—The Presbytery of St. Augustine is blessed by the service of many of its teaching elder members in various forms of validated ministry beyond the jurisdiction of the church. Chaplains, pastoral counselors, teachers and professors, administrators of church-related entities—each brings unique combinations of talents and experience~~

Resource Center

~~4.19—The presbytery shall operate a Resource Center that houses a circulating collection of books, curriculum, and electronic media to support the educational ministries of its congregations.~~

~~The presbytery shall employ a Director of the Resource Center who shall manage the center’s collection and circulation. The director shall be a member of the administrative staff of the presbytery.~~

6. PRESBYTERY STAFF AND SUPPORT Presbytery Staff

4.20—~~The presbytery shall elect an Executive Presbyter, after consultation with the Synod and upon nomination by a search committee elected by the presbytery. Election shall be by ballot, with the vote of two-thirds of those present and voting required for election. The term of office shall be at the will of the presbytery. The relationship between the Executive Presbyter and the presbytery may be dissolved by the presbytery under the terms of G-9.0705 of the *Book of Order*. There shall be an annual review and a five-year comprehensive review of the Executive Presbyter, as governed by presbytery policy.~~

4.21—~~The Executive Presbyter shall serve the presbytery as its spiritual leader, chief administrator, and head of the executive and administrative staff. The Executive Presbyter shall be accountable to the presbytery for the implementation of presbytery's decisions through the committees. The Executive Presbyter and/or designated members of the executive staff shall be members, *ex officio* and without vote, of every council, commission, committee, and task force; and shall perform the duties outlined in the *Book of Order*, G-9.0701.~~

4.22—~~The presbytery shall elect, upon nomination by a search committee of the presbytery, and after an open search, such Mission Coordinators as may be determined by the Presbytery Council to be necessary to serve the mission and ministry of the presbytery. Mission Coordinators shall have the status of Associate Executive Presbyter. Election shall be by majority vote of those present and voting. The term of office shall be indefinite. The Presbytery Council, in consultation with the Executive Presbyter, shall conduct annual reviews of all Mission Coordinators.~~

4.23—~~Mission Coordinators shall lead and guide the ministry of the presbytery in the particular ministry areas to which they are elected, and as assigned by the Executive Presbyter. They shall be accountable to and under the supervision of the Executive Presbyter and ultimately to the Presbytery Council for the progress of the presbytery in the particular ministry area in their charge. They shall be responsible to assist the presbytery in the accomplishment of the ministry area strategic goals in section 1.04 of this manual and as enumerated in the position descriptions appended to this manual.~~

4.24 6.01 ~~The presbytery shall maintain such administrative offices as necessary for the work of the whole presbytery. There should be adequate administrative staff for the fulfillment of presbytery responsibilities. Position descriptions for all members of the administrative staff are appended to this manual. The Presbytery Council may engage or dismiss office staff as necessary, upon recommendation of the Executive Presbyter. The Coordinating Council may engaged or dismiss office staff as necessary (except for presbytery officers, who are engaged and dismissed by the presbytery). The members of presbytery staff shall include the Stated Clerk (part-time), the Relationship Coordination Director (full-time), five to seven Area Relationship Coordinators (part-time), Bookkeeper (part-time), and Communications Coordinator (part-time). The Coordinating Council shall determine how many Area Relationship Coordinators shall serve on the presbytery staff and shall designate their regions. All searches for administrative presbytery staff shall pursue affirmative action hiring procedures congruent with the principles of participation and representation in F-1.0403 and G-3.0103 of the *Book of Order*. All presbytery staff shall be given, read, and agree~~

to be governed by the Personnel Policies of the presbytery, including the Sexual Misconduct Policy, as a condition of employment.

~~4.25 All searches for executive, mission coordinator and executive director positions shall be conducted by representative search committees nominated by the Presbytery Council and in accordance with the provisions of G-3.0110 of the *Book of Order*, and with special attention to principles of participation and representation in F-1.0403 and G-3.0103.~~

~~4.26 All members of the executive and administrative staff of the presbytery shall be given, read, and agree to be governed by the Personnel Policies of the presbytery, including the Sexual Misconduct Policy, as a condition of employment.~~

6.02 Stated Clerk. The Stated Clerk (part-time) is elected by the presbytery upon nomination by the Nominating Team and shall serve with terms of call recommended by the Coordinating Council and approved by the presbytery. The Stated Clerk shall report to the Coordinating Council, subject to his or her constitutional, fiduciary and legal responsibilities. The duties and responsibilities of the Stated Clerk are described above in section 2.17.

6.03 Relationship Coordination Director. The Relationship Coordinator Director (full-time) is selected by and reports to the Coordinating Council. The duties of the Relationship Coordinator are as defined from time-to-time by the Coordinating Council and will focus on the execution of one or two primary strategic priorities for the presbytery. Initially the strategic priority is to rebuild trust, community and connection among teaching and ruling elders in the presbytery by assuring effective and transparent communication, listening carefully, gathering information, and aggressively address issues that inhibit this taking place. As this strategic priority will be achieved, the role of this position will change to address a new strategic priority. At that time, a new job description will be defined, and the presbytery will seek the best individual to fill the new job (which may or may not be the current individual).

6.04 Area Relationship Coordinators. The Area Relationship Coordinators (part-time) are selected by and report to the Relationship Coordination Director. Each coordinator will be assigned to a group of churches, teaching elders in validated ministries or any other affinity group within the presbytery that requires attention to build trust, community and connection. The coordinators have the role of visiting, listening, and gathering together, including visiting/worshiping with each church and organization once a quarter and scheduling events where those in their area may gather together six to eight times a year for meetings, meals, sporting events, golf outings, etc.

6.05 Bookkeeper. The Bookkeeper (part-time) is selected by the Coordinating Council and reports to the Finance Team and the Treasurer. The duties are as defined by the Coordinating Council and include maintaining the accounts of the presbytery, receiving and distributing funds as directed, and generating financial reports.

6.06 Communications Coordinator. The Communications Coordinator (part-time) is selected by the Coordinating Council and reports to the Relationship Coordination Director

and the Communications Team for strategic direction/goals and to the Stated Clerk for communications platform implementation. The duties are as defined by the Coordinating Council and shall include functions such as producing the newsletter, maintaining the website, setting up technology enabled meetings, and helping to promote presbytery gatherings and events. The Communications Coordinator will work with specialists as requested to improve the design, organization and function of the various methods of communications.

6.07 In accordance with G-3.0104 and G-3.0110, the presbytery's process for ending of employment of paid staff (including the Stated Clerk) shall be governed by its written personnel policies and the contracts or letter agreements entered into with the individual staff members (which contracts/agreements will govern over any inconsistent provisions in the personnel policies). In general, employment is "at-will" and may be ended by the staff member or the Coordinating Council with or without cause. In the case of the Stated Clerk, it may be ended by the Stated Clerk or the presbytery with or without cause.

~~4.27—The relationship of an executive presbyter, stated clerk, or mission coordinator to the presbytery may be dissolved upon the request of the executive presbyter or mission coordinator and with the approval of the presbytery or the Presbytery Council. The relationship of an executive presbyter, stated clerk, or mission coordinator may also be dissolved by the presbytery, according to the following process:~~

- ~~a.—When the Presbytery Council decides to recommend to the presbytery that the relationship be dissolved, it shall notify the person in writing, stating the reasons for proposing to terminate, and offering the staff member an opportunity to resign or to request a hearing before the recommendations are adopted and reported to the presbytery for action.~~
- ~~b.—The staff member may appear personally at the hearing, and may be accompanied by counsel (D-7.0301 and D-11.0301), to respond to the findings of the council and present reasons and evidence why the relationship should not be dissolved. The hearing shall afford safeguards as in cases of process, following the rules of evidence in Chapter XIV of the Rules of Discipline.~~
- ~~c.—If, after the hearing, the Council remains determined to recommend that the relationship be dissolved, it shall report its recommendation for action by the presbytery at the next meeting. A majority of those present and voting shall be required to dissolve the relationship.~~

~~Separation of administrative staff shall be governed by the presbytery's personnel policy, section 6.~~

~~5. BUDGET PROCESS~~

~~7. BUDGET PROCESS~~

~~5.01~~ 7.01 All requests for funds to be included in the operating budget of the presbytery for the coming year shall be submitted to the Finance Team Executive Presbyter no later than 1 ~~July~~ September of the current budget year. ~~Mission coordinators are responsible for submitting requests for funding in their respective ministry areas; and moderators of committees, commissions, and entities are responsible to submit requests for their work areas.~~

~~5.02~~ 7.02 ~~The Executive Presbyter~~ The Finance Team, in consultation with the Treasurer and the Moderator of the ~~Administration and Finance Committee~~, shall prepare an asking budget based on submitted budget requests and shall present that budget to the Administration Team Administration and Finance Committee for its review and approval.

~~5.03~~ 7.03 The Administration Team Administration and Finance Committee shall present the asking budget to ~~Presbytery Coordinating~~ Council for its approval and presentation to the presbytery at the ~~Summer~~ Fall Stated Meeting of the presbytery. The presbytery shall receive the asking budget as information, and comment on the budget shall be invited from the floor.

~~5.04~~ 7.04 The ~~Presbytery Coordinating~~ Council shall circulate the asking budget among the congregations and sessions of the presbytery, together with an invitation to each session to make a commitment to the work of the presbytery (and through it, the synod and General Assembly) for the coming year and information about the General Assembly per capita assessment for the coming year. The invitation may also include opportunities to make designated or special commitments to particular ministries of the presbytery, synod, and/or General Assembly, over and above the commitment to the operating budget for the coming year.

~~5.05~~ 7.05 Sessions shall prayerfully consider their commitments to the work of the presbytery, in light of the presbytery's "Policy on Giving," and communicate their commitments to the Chair of the Finance Team Executive Presbyter by 31 December.

~~5.06~~ 7.06 The ~~Finance Team Executive Presbyter, Mission Coordinators, Treasurer, and Moderator of the Administration and Finance Committee~~ shall prepare a draft of the operating budget, based on the asking budget and considering committed and estimated session contributions. ~~They~~ It shall present the draft operating budget to the Administration Committee Administration and Finance Committee for its approval, and the committee shall present its recommended operating budget to the Presbytery Coordinating Council for its approval at the January meeting of the council. The council shall present the operating budget to the presbytery for approval at the Winter Stated Meeting of each year.

~~5.07~~ 7.07 ~~Mission Coordinators, under the supervision of the Executive Presbyter, shall be responsible to approve all expenditures appropriate to their ministry areas; committee moderators shall be responsible to approve all expenditures allocated to their committees.~~ Overall management of the budget shall be the responsibility of the Administration Committee through its Finance Team, Administration and Finance Committee, which shall provide regular reports to the Presbytery Coordinating Council and the presbytery.

5.08 — ~~The Executive Presbyter, in consultation with the Treasurer, the Moderator of Administration and Finance, and the Financial Secretary, shall establish and maintain a regular office procedure for handling the financial transactions and record-keeping of the presbytery, in accord with the principles of accounting.~~

~~6. AMENDING AND SUSPENDING THE MANUAL~~

8. AMENDING AND SUSPENDING THE MANUAL

6.01 8.01 Presbytery may amend this manual after a first reading of any proposed changes at any Stated Meeting, and with a majority approval of those present and voting at a second Stated Meeting. It may also be amended by two-thirds vote of those present and voting at any Stated Meeting, provided that copies of all proposed changes are sent to all ministers and clerks of sessions no less than fifteen days prior to the meeting at which the vote is to be taken.

6.02 8.02 Before any amendment to this manual is proposed to the presbytery, the amendment shall be reviewed in advance by the Stated Clerk, the Moderator, and the Moderator of the ~~Presbytery~~ Coordinating Council.

6.03 8.03 No amendment to this manual may be adopted that is in conflict with provisions of the *Book of Order* of the Presbyterian Church (U.S.A.).

6.04 8.04 This manual may be suspended at any meeting of the presbytery, for the duration of that meeting only, by two-thirds vote of those present and voting. The reason(s) for the suspension of the manual shall be recorded in the minutes of the meeting.

2017 – 2019 Presbytery of St. Augustine Strategic Plan Executive Summary

Mission

To support our faith community, so that together we may witness to the gospel of Jesus Christ. [June 29, 2016]

Three-Five Year Vision

A vibrant body, equipping people of all generations to bear a greater witness to God’s love in the world. [May 26, 2016]

Goals

- Create a culture where everyone is one heart and soul and working together for the common good to the glory of God
- Thrive and grow in faithfulness to Jesus Christ
- Seek and connect with young people in all aspects of our ministries
- Maximize Montgomery Conference Center as our spiritual asset

Key Strategic Issue	Key Strategic Issue	Key Strategic Issue	Key Strategic Issue
Ownership/Sense of belonging <i>How do we foster a sense of belonging and unity within the whole presbytery?</i>	Healthy congregations and ordained leaders, and officers <i>How do we nurture congregations and elders to their full potential?</i>	Young people <i>How do we invite and affirm young people in our faith community?</i>	Montgomery Conference Center Support <i>How will the Presbytery support MPCC?</i>
Core Strategies 1. Create and implement a comprehensive communications plan for internal and external relationships.* 2. Develop and implement a plan for better engagement and connection with clergy.* 3. Create and implement a volunteer engagement plan.	Core Strategies 1. Develop a plan for leadership development.* 2. Support and encourage local missions of the congregations through the Presbytery. 3. Create a process that helps churches to develop strategic plans. 4. Create a process for churches and elders to share information and make ongoing connections. 5. Enhance the clergy mentor process.	Core Strategies 1. Develop a comprehensive plan to engage and integrate young people in the Presbytery. 2. Support and cultivate youth workers.	Core Strategies 1. Review the MPCC Strategic Plan and integrate into all aspects of the Presbytery.

Possible Metrics to Support the Goals

Under each goal, there are possible metrics that support the goals. There will be continued work to narrow and specify clear milestones to measure progress.

Goal: Create a culture where everyone is one heart and soul and working together for the common good to the glory of God

- Conduct pre-post test to see movement in the “us” vs. “them” (satisfaction)
- Better awareness and understanding of Presbytery
- Congregations get information
- Attendance at Presbytery meetings

Goal: Thrive and grow in faithfulness to Jesus Christ

- Increase in spiritual practices (self-reported)
- Larger number of people serving
- Increase in mission giving
- Improved communications
- Ability to resolve conflict

Goal: Seek and connect with young people in all aspects of our ministries

- Increase in number of young people visible and engaged at Presbytery meetings/ in leadership position
- Young people being heard
- Involvement of unchurched youth with congregations

Goal: Maximize Montgomery Conference Center as our spiritual asset

- MIPCC Strategic Plan being implemented

Action Plans

Action plans have been developed that outline the next steps, responsible individuals, timeframe, and metrics for three of the core strategies (noted with an asterisk above). Action planning teams were formed and met over months to gather additional information, analyze the information, and make recommendations for the next 12-18 months.

Current Practical Values/Core Principles

The Presbytery of St. Augustine understands its ministry at this time and in this place to be guided by five practical values that describe the presbytery's work. The presbytery is:

- Relational, communal, and connected,
- Theologically engaged,
- Outwardly focused, sharing the good news of Jesus Christ,
- Willing to risk itself and its resources in the service of the Gospel, and
- Ready to share resources and to develop energetic leadership

From the Manual of Operations

Monitoring and Evaluating

A monitoring and evaluation plan will be developed at the Presbytery, Council and staff levels. Frequency of updates, content of updates, and format of meetings will be designed around the implementation of this Plan. The Strategic Plan is a dynamic document and is intended to be a roadmap for the next three years.

www.staugpres.org

January 9, 2017

A Proposed New Structure for the Presbytery

Discernment and Design - Structure & Funding

January 9, 2017

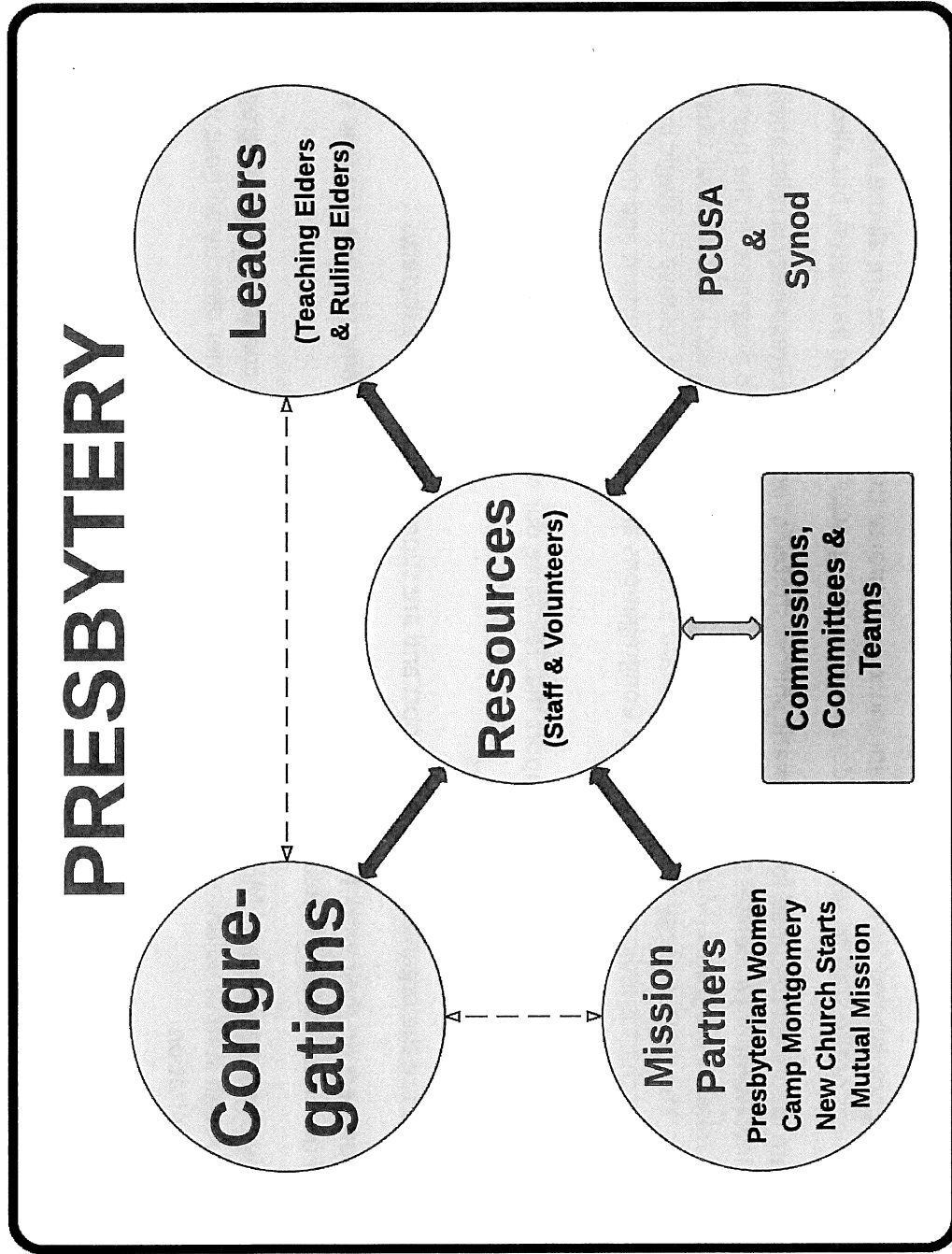
Overview

Working from the strategy developed by the Discernment and Design (D&D) Team, we have concluded that the structure of the Presbytery needs to change for us to live fully into the new concept and approach. We need:

- A new concept for how we related to each other that is more relational and less singular, isolated and separate.
- To change the names we use to describe things, because words matter.
- A new conceptual approach for decision-making, because our past approach has been unclear and awkward.
- To organize volunteer groups differently to focus on new strategies and enhance communications to work more effectively together – with smaller groups that are better coordinated and function differently.
- Some new and different staff positions to enable our volunteer organizations, churches, leaders and mission partners to be a vital part of the Presbytery and to function more effectively.

The chart below illustrates the overall strategic concept.

Organizing and Staffing to Build Relationships



How to Read This Chart

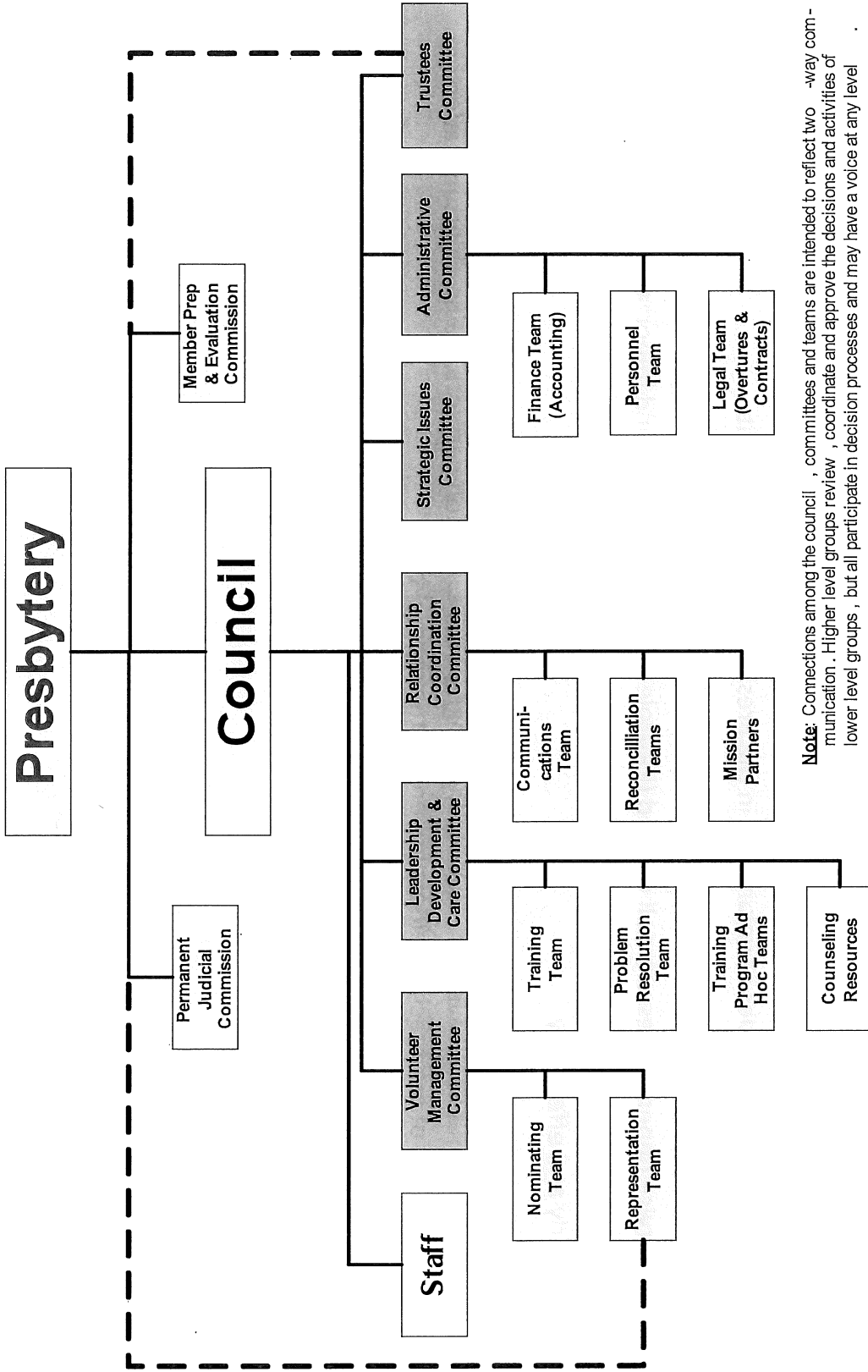
- The surrounding box labeled “Presbytery” is intended to reinforce the idea that we are all the Presbytery – not the Presbytery offices or the staff or specific leaders or volunteer groups or mission partner(s), but all of us.
- The D&D team identified the need for a dramatic shift in strategic focus. The Presbytery is relationally broken with lack of trust and involvement challenges that have led to ineffective or challenged programs. In the past we have focused in large part on mission programs (Montgomery, church starts, Mutual Mission, etc.), but without trusting relationships, nothing works. The D&D strategy reflects a shift toward a relational focus. The relative strategic importance (priority) of each circle on the chart is indicated by type size. Congregations are the most important and the PCUSA/Synod are the least important.
- Red arrows indicate communication and support that reinforce our relationships with each other – in both directions.
- “Resources” are people – staff and volunteers.
- Mission partners are the organizations that support and are supported by the Presbytery.
- Staff and Volunteers do their work through commissions, committees and teams organized in new structures to address the needs of our new strategic focus.
- Dashed arrows from Leaders and Mission Partners to congregations indicate connections to congregations that don’t need to go through staff or volunteer organizations. We can relate to each other directly without intermediaries in a more fluid organization.

Organizing Principles

In considering how to organize volunteer organizations and staff, we identified current organizing principles and procedures and then modified them to better serve the intent and function of the new structure.

- **New Names:**
 - **General Group Names:**
 - **Council:** Renamed the Coordinating Council (“Council”)
 - **Commissions:** Report directly and only to the full Presbytery - coordinating with the Council for agenda time at meetings.
 - **Committees:** Report to the Council.
 - **Teams:** Groups that report to committees.
 - **Specific Group Names:** To be descriptive of function.
 - **Group leaders:** To be called Chairs, not Moderators.
- **Decision Authority:**
 - The Council has authority to implement all operational decisions (consider and conclude matters) for the Presbytery except those decisions that are specifically excluded by the structure or the PCUSA Book of Order such as:
 - Changes to the Presbytery structure/organization.
 - Functions and decisions involving judicial process (Book of Order G-3.0109(a, b)).

- Functions of a Committee on Representation (Book of Order G-3.0103).
 - Approval of Presbytery expenditures or use of reserves that are cumulatively more than 5% above an approved budget.
 - Approval of Presbytery policies (what may be done by the Council, committees and teams) of the Presbytery. (NOTE: Approval of Presbytery procedures (how things are done under policy) will be under the authority of the Council.
 - Examining and receiving into membership teaching elders seeking membership to the presbytery, including approval of terms of call and commissions for ordination and installation; ordaining and installing teaching elders; and receiving inquirers and candidates under care.
- **Authority Delegation:** Authority given to the Council by the Presbytery may be further delegated to Committees and Teams so long as there is prudent and effective supervision of the exercise of authority.
- **Presbytery Officers:** As required by local laws or regulation or the PCUSA Book of Order, individuals may be proposed for election by the Presbytery to execute certain required duties. These individuals include the Stated Clerk, the Treasurer, the President of the corporation(s), and the Trustees. In execution of their duties, they will be responsible to the Council or the committees, commissions and teams that they support, subject to their constitutional, fiduciary and legal responsibilities.
 - **Required Groups:** There are certain groups that every Presbytery must have as specified in the Book of Order such as the Nominating Committee, the Representation Committee, and the Permanent Judicial Commission. The new structure will include all required groups but may position them on the chart in places that reflect their logical function. While these organizations will be formed and staffed, their naming and positioning in the organization will be as directed by the Council. The overall organization for the staff and volunteer groups that comprise the Presbytery's resources are illustrated in the chart below.



Note: Connections among the council , committees and teams are intended to reflect two -way communication . Higher level groups review , coordinate and approve the decisions and activities of lower level groups , but all participate in decision processes and may have a voice at any level .

Dashed Lines: Reflect legal or Book of Order relationships of units that are functionally under the Council , but have the authority and responsibility to report to the Presbytery if they disagree with Council decisions . They are positioned under the Council because of the way they need to work with Council committees and teams .

Committee Responsibilities

Most of the “Teams” in the above organization are a re-alignment of current volunteer groups under a new set of committees of the Council. The Council and committees exist to bring focused support for congregations and validated ministries throughout the Presbytery.

- **Volunteer Management:** This committee will develop strategies to more effectively identify, engage and monitor the overall activities of volunteers in the Presbytery – assuring that:
 - The “right” people are being approached to serve – qualified, motivated, and representative.
 - Service opportunities are well defined (job/role descriptions), real, and important.
 - Volunteer satisfaction is assessed by survey at least once a year and issues are addressed promptly, fairly and effectively.
- **Leadership Development and Care:** This committee takes over where the Member Preparation and Evaluation Commission leaves off – supporting congregations, mission partners, ruling elders in leadership positions and all of our teaching elders (wherever they serve) by:
 - Seeking to understand the needs of Presbytery leaders in both Church and other ministry roles for Teaching Elders and Council/Committee/Team leadership roles for all Elders.
 - Offering role definition, preparation, orientation and training for specific leaders as they assume new roles in the Presbytery.
 - Helping develop and support leaders in congregations and validated ministries.
 - Providing ongoing training and support during each leader’s service in the Presbytery.
 - Offering informal advisory help and formal counseling support to leaders who have issues being effective in their role in the Presbytery.

- **Relationship Coordination** – This committee:
 - Monitors the activities and effectiveness of the Relationship Coordination Director and the Area Relationship Coordinators.
 - Assesses the activities and effectiveness of the Communications Coordinator.
 - Serves as the primary access point for the Presbytery’s partner organizations – assuring that achievements, opportunities, issues and needs are effectively addressed and communicated to the Council (by the chair or by Council agenda time for the organizations).
- **Strategic Issues:** This committee develops and proposes new strategies to address identified Presbytery opportunities and issues by:
 - Assuring that the four key strategic initiatives defined by the Discernment and Design (D&D) task force are being prioritized and addressed through financial and operational plans.
 - Reviewing and monitoring performance to existing plans – both strategic and operational.
 - Monitoring the finances and operations of the Presbytery to identify issue and opportunity area that are not being adequately addressed.
 - Working with the Council to revise plans and reallocate resources to achieve desired end results.
- **Administration:** This committee addresses the administrative activities of the Presbytery as indicated by the names of each of the four teams. The Stated Clerk and Treasurer are ex officio on this committee.
- **Trustees:** This committee has the same responsibilities as the current Trustees and the Chair of the committee is also the President of the Trustees.

Council and Committee Membership

Council (13 Members):

Past Presbytery Moderator (Chair*)

Presbytery Moderator

6 Committee Chairs

5 "At large" members

Ex Office: Stated Clerk

Relationship Coordination Director

Presbytery Moderator Elect

(If not a committee chair)

Team chairs will present issues or proposals to the Council

Leadership Development & Care Committee (3+ Members):

1 Leadership Council Member (Chair)

2+ Team Chairs

Volunteer Management Committee (3 Members):

1 Leadership Council Member (Chair)

2 Team Chairs

Ex Office: Relationship Coordination Director

Relationship Coordination Committee (8 Members):

3 Leadership Council Members

(Council selects chair)

Reconciliation Team Chair

Communications Team Chair

Camp Montgomery Representative

Presbyterian Women Moderator

Mutual Missions Chair

Ex Office: Relationship Coordination Director

Regional Relationship Coordinators (optional)

Communications Coordinator

Strategic Issues Committee (3 Members):

3 members of Leadership Council

(Council selects chair)

Ex Office: Relationship Coordination Director

Select Regional Relationship Coordinators

Administration Committee (8 Members):

3 members of Leadership Council

(Council selects chair)

5 Team Chairs

Ex Office: Stated Clerk, Treasurer

***Note:** The roles of the elect, current and past Presbytery Moderators are similar to, but not the same as, what we have now:

Moderator Role: Moderator Elect → Current Moderator → Past Moderator

Council Role: Ex Office → Member → Chair

These moves take the individual through several steps to prepare them to take on the role in the Council Chair.

Presbytery Staff Job Summaries

Below are brief descriptions of the responsibilities of each staff person to be employed by the Presbytery.

- **Presbytery Staff Organization:** (5 Persons excluding Area Relationship Coordinators):
 - Stated Clerk (PT) PT=Part Time
 - Relationship Coordination Director (FT) FT=Full Time
 - 5 to 7 Regional Relationship Coordinators (10% each at \$200 per month)
 - Bookkeeper (PT)
 - Communications Coordinator (PT)
- **Stated Clerk:** Reports to the Council, subject to their constitutional, fiduciary and legal responsibilities. Duties are as currently defined, excluding certain communications tasks, and adding tasks such as those relating to representing the Presbytery to other councils and ecumenical and interfaith groups.
- **Relationship Coordination Director:** Reports to the Council.
 - Duties are as defined from time-to-time by the Council, but will be focus on the execution of one or two primary strategy priorities for the Presbytery.
 - As defined in the current organization, the strategic priority is to rebuild trust, community and connection among teaching and ruling elders in the Presbytery by assuring effective and transparent communication, listening carefully, gathering information, and aggressively address issues that inhibit this taking place (e.g., encouraging us to “play nice”).
 - As this strategic priority will be achieved, the role of this position will change to address a new strategic priority. When this change occurs, a new job description will be defined and the Presbytery will see the best individual to fill the new job – which may or may not be the current individual.

- **Area Relationship Coordinators:** Reports to the Relationship Coordination Director, working about 8 hours a week.
 - These individuals will be assigned to groups of 10 to 15 churches, teaching elders in validated ministries or any other affinity group within the Presbytery that requires attention to build trust, community and connection.
 - The basic job of the Area Relationship Coordinators will be to visit, listen and gather together – visiting/worshipping with each church and organization once a quarter **and** scheduling events where those in their area may gather together six to eight times a year for meetings, meals, sporting events, golf outings, etc.
- **Bookkeeper:** Reports to the Finance Team and the Treasurer. Maintains the accounts of the Presbytery, receives and distributes funds as directed, and generates financial reports for the Presbytery.
- **Communications Coordinator:** Reports to the Relationship Coordination Director and the Communications Team for strategic direction/goals and the Stated Clerk for communications platform implementation.
 - Produces the newsletter, maintains the website, sets up technology-enabled meetings (conference calls, webinars, video conferences, etc.) and helps promote Presbytery gatherings/events.
 - Works with specialists as requested to improve the design, organization and function of the various methods of communications.

There is no Executive Presbyter (CEO/Head of Staff) role in this organization. While each employee has a person or people they report to and support, they are expected to work cooperatively and collegially. Activities currently performed by the Executive Presbyter will be identified through a job task analysis and assigned to current or new staff or volunteers.

It is also our intent to re-distribute the current compensation budget (or whatever budget is available going forward) to pay for these positions.

Appendix I

Report for the 2017 Spring Stated Meeting Presbytery of St. Augustine Montgomery Presbyterian Conference Center

Montgomery Day

The presbytery has designated June 4 as Montgomery Day! We have prepared materials for our congregations to use to promote giving that will support our facilities and wonderful programs. More information will be available on our website and at the presbytery meeting. Montgomery Day will continue to be held the first Sunday in June of each year.

Programs and Activities:

S.A.M. SpringFling

The annual Spring Fling event will be held on April 27th. It will feature worship led by Pastor Joe Albright from Geneva Presbyterian Church and a short program led by Associate Pastor Hunter Camp to talk about his new book *Ancient City Musings*. More than 75 people are expected to attend.

Summer Camp

Montgomery is buzzing with excitement now that summer camp registration is underway! We have already begun planning for your campers to have a blast. Campers love Montgomery because they have a chance to grow in their faith, conquering fears, make new friends and have a ball doing it all.

Don't think all the fun is just for the kids, come take part in Family Camp July 7th-9th, so you can have a blast as well. Montgomery celebrates family ministry and fun with bbq, fireworks, and diving into the word of God. On top of those fun things, you get your very own camp experience as well doing all things campers do in a week. From energizers, swimming, sailing, zip lining, bible study, and of course the adult favorite, rest time, it's guaranteed to be a blast for the whole family.

If you know of someone who may want to make new friends, have a lot of fun, and develop a stronger faith in Christ, consider making a donation to help us provide scholarships for campers. Your campership dollars could change the life of a child, so why not give a camper a chance? Registrations are presently ahead of pace from last year at this time.

Mother's Day Buffet

Join us at Montgomery to celebrate the wonderful mothers that do so much for us!! Montgomery will be serving a wonderful buffet of food, a full salad bar, and wonderful desserts. The event is only \$8 for children 12 and under and \$12 for adults 13 and up. So don't stress about super long wait lines on May 14th, just come to Montgomery to have a great meal, and a great time!

OPEN HOUSE – Family Fun Day

Family Fun Day is May 20, 2017, 1:00 – 6:00 pm. Get a sneak peak at Montgomery before Summer Camp starts. During Family Fun Day there will be opportunities to tour a cabin, meet returning and new camp counselors, as well as have a great time doing one of the open activities. Activities include swimming at Lake Emerald, climbing our rock wall, as well as shooting archery. Bring the whole family for a free day of excitement.

Facilities Report:

- 1) We continue to work with Inmate Labor (inconsistent schedule based on community need) and have a contact to possibly begin working with individuals who have community service hours to complete to assist at the camp. There are several vital items to complete prior to summer camp (i.e. weeds to be cut at Lake Crystal that is on their list of tasks).
- 2) We are awaiting plumbing estimates for the instant hot water heaters in approximately 6 cabins. The project requires electrical, plumbing and the actual cost of the instant hot water heaters.
- 3) The “water blob” was repaired by a vendor in SC. The anchors on each corner had to be re-attached. A replacement blob was in the original budget.
- 4) The white truck at the camp became inoperable, and we are working to find a replacement.
- 5) At least two computers will be replaced in the office.

Support:

- 1) The Montgomery Executive Operating Board met on March 29, 2017 to update board members and to discuss agenda items, including resolutions passed at the recent Presbytery meeting.
- 2) We have a new food service director, and we are interviewing for a maintenance staff position.
- 3) Research and contact has been made with Little Green Light (the company recommended by Run River as being a source for Donor Software) and it looks as if our existing ACCESS donor information will transfer into their software. This is presently on hold.
- 4) Meetings have been scheduled with several UF contacts and Central Florida Presbytery regarding facility usage.

Appendix J

This document is available in full online: http://www.pcusa.org/site_media/media/uploads/oga/pdf/2016_proposed_boa.pdf

Proposed Amendments to the Constitution

Amendments to the *Book of Order*

**Approved by the 222nd General Assembly (2016) and
recommended to the presbyteries for their vote.**



ASSOCIATION OF STATED CLERKS

**Analysis of Amendments to the Constitution
Proposed by the 222nd General Assembly (2016)**

INTRODUCTION

As in prior years, the Association of Stated Clerks is publishing this *Analysis of Amendments to the Constitution* to assist presbyteries in studying and acting on the amendments proposed by this year's General Assembly (2016). The analysis includes a Brief Description of the amendment, the committee and Assembly Action, Arguments Supporting an Affirmative Vote, and Arguments Supporting a Negative Vote. There are two proposed amendments with subsections: 16.C. has eight subsections and 16-D. has two. Regarding those two amendments the argument for and against are listed below the Brief Description and apply to all subsections. You will note that some of the proposed amendments were approved by a voice vote or consensus on the floor of the assembly.

Our purpose has been to present arguments made in favor of and against each amendment both in meetings of the assembly committee that considered the overture leading to the amendment and on the floor of the General Assembly. It is not the role of the Association to make a recommendation either in support of or against any amendment. This analysis is best used in conjunction with the Proposed Amendments to the Constitution published by Office of the General Assembly. Many presbyteries provide copies of this analysis to their committees responsible for making a recommendation on presbytery action, and we understand that this has assisted those committees as they have done their work. We are glad that these materials are used in that way. Please note that you are free to use them as you wish. We assert no copyright and do not require advance approval of their use.

Please note that the entire proposed new directory for worship is included in the Proposed Amendments to the Constitution booklet (25 pages). Additional background information on any of the proposed changes can be found at <http://www.pc-biz.org>.

Thank you to the ASC members who diligently attended committee meetings and provided information about what the pros and cons were for each amendment and to the Office of Constitutional Services for their assistance.

Michael R. Lochow
Stated Clerk
Presbytery of the Northern Plains

PROPOSED AMENDMENTS TO THE CONSTITUTION

16-A Child and Youth Protection Policy On Amending G-3.0106 (Item 05-09)

Brief Description

This amendment originated as a recommendation from the Advocacy Committee for Women's Concerns. If approved, it will require all councils to adopt and implement a child and youth protection policy.

Assembly Action

The Assembly Committee on Mid Councils (05) amended and approved Item 05-09 with comment by a vote of 41/0. The 222nd General Assembly (2016) then approved a motion to reinsert [sexual misconduct policy and a] in the fourth paragraph of G-3.0106 and then approved Item 05-09 with amendment by a voice vote.

Arguments Supporting an Affirmative Vote

- Needed to prevent sexual harassment and for protection of children and youth

Arguments Supporting a Negative Vote

- There was concern over adding another policy to the Constitution
- Belief it should occur as a policy requirement outside the Book of Order
- May not be necessary for some smaller churches

16-B. Parity in Committees On Amending G-3.0109 (Item 06-05)

Brief Description

This amendment would create flexibility in filling the membership of committees above the session level by not requiring "at least one half being members of congregations." The amendment as submitted would have just deleted the above language. The amendment deleted this language and added the phrase "in numbers as nearly equal as possible."

Assembly Action

The Assembly Committee on Church Polity and Ordered Ministry (06) amended and approved Item 06-05 by a vote of 46/13. The 222nd General Assembly (2016) approved the committee's recommendation as amended by consensus.

Arguments Supporting an Affirmative Vote

- The overture advocate restated the rationale in the overture noting that the current language is particularly burdensome for committees of counsel

Arguments Supporting a Negative Vote

- The Advisory Committee on the Constitution (ACC) reiterated their opposition (See Advice from the ACC in the proposed amendments booklet)
- ACC trying to maintain an important constitutional principle
- Should retain the default position of more ruling elders than teaching elders

16-C Ordered Ministry Titles (Item 06-08, Recommendations 1 through 8)

Brief Description

This amendment proposes to change the ordered ministry titles back to their form before the Book of Order was amended in 2014: “teaching elder” changed back to “Minister of Word and Sacrament”; “ruling elder” to “elder”; and “commissioned ruling elder” to “commissioned lay pastor.” There are eight recommendations which are presented separately for presbytery consideration.

Assembly Action

The vote of the Assembly Committee on Church Polity and Ordered Ministry (06) amended and approved item 06-08 by a vote of 56/3. The 222nd General Assembly (2016) approved the committee’s recommendation as amended by a vote of 320/218.

Arguments in Support of an Affirmative Vote

- Few prefer to be called Commissioned Ruling Elders rather than Commissioned Lay Pastor
- “Minister” is the most common term both historically and culturally; it serves well both ecumenically and in secular situations
- Titles we currently use are not functionally helpful to the ministry of Word and Sacrament
- Sending this for a vote allows the Church as a whole to determine which titles are most comfortable to us
- I was called to be a minister, not a teaching elder
- One person noted that a colleague was not authorized to marry because she was identified as a “teaching elder” (not “minister”) and the state did not understand
- “Teaching elder” does not translate into other languages the way “minister” does; and “minister” means “servant”

Arguments in Support of a Negative Vote

- ACC – The title “Teaching Elder” does not need to be changed; they can be pastors, evangelists, professors, counselors, chaplains, ...
- Abandoning Commissioned “Ruling Elder” for Commissioned Lay Pastor (CLP) disempowers and removes the historic parity of teaching and ruling elders – since

CLP does not imply that the person is a ruling elder

**16-C.1. Ministers of the Word and Sacrament
On Amending F-3.0202 (Item 06-08, Recommendation 1)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.2. Ministers of the Word and Sacrament
On Amending G-2.0102 (Item 06-08, Recommendation 2)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.3 Ministers of the Word and Sacrament
On Amending G-2.0301 (Item 06-08, Recommendation 3)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.4. Ministers of the Word and Sacrament
On Amending G-2.05 and G-2.0501 (Item 06-08, Recommendation 4)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.5. Ministers of the Word and Sacrament
On Amending G-2.0701 (Item 06-08, Recommendation 5)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.6. Ministers of the Word and Sacrament and Commissioned Pastors
On Amending G-3.0307 (Item 06-08, Recommendation 6)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.7. Minister of the Word and Sacrament and Commissioned Pastor
On Amending the Directory for Worship and the Rules of Discipline
(Item 06-08, Recommendation 7)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-C.8. Minister of the Word and Sacrament
On Amending W-4.4001a (Item 06-08, Recommendation 8)**

Brief Description

See specific language change in Proposed Amendments to the Constitution booklet.

**16-D. Relationship to the PC (USA) of a Person
Who Has Renounced Jurisdiction of the Church
(Item 06-10, Recommendations 1 and 2)**

Brief Description

G-2.0509 was amended in 2014 to create a permanent ban on teaching elders who had renounced jurisdiction while in the disciplinary process from working in or for a church under jurisdiction of the Presbyterian Church (U.S.A.) in either a paid or volunteer position. This amendment proposes to remove this restriction by requiring the former teaching elder to rejoin the church and to resubmit to the disciplinary process. Recommendation 2 adds a new paragraph which removes any statute of limitations regarding the alleged prior offense.

Assembly Action

The Assembly Committee on Church Polity and Ordered Ministry (06) voted to answer Item 06-10 with an alternate resolution by a vote of 31/26. The 222nd General Assembly (2016) did not approve the committee's recommendation but instead amended and approved Item 06-10 by a vote of 474/78.

Arguments in Support of an Affirmative Vote

- Provides more explicit guidance on the way back into the PC (USA) and ensures that judicial process resumes
- One person preferred deletion of this section but if retained, believes current language modifies it toward the possibility of reconciliation and restoration
- Permits reconciliation and retains limitations of those who put themselves outside of the church's discipline

Arguments in Support of a Negative Vote

- The amended version has removed the teeth and put the onus on the church, rather

than the individual

- ACC – currently the statute of limitations in the Rules of Discipline does not apply to instances of sexual abuse of another person, D.2. removes the time limit for all offenses

**16-D.1. On Amending G-2.0509
(Item 06-10, Recommendation 1)**

Brief Description

See above

**Amendment 16-D.2. On Amending D-10.0401
(Item 06-10, Recommendation 2)**

Brief Description

See above

**Amendment 16-E. Certified Service Requirements
On Amending G-2.1101 (Item 06-15)**

Brief Description

The proposed amendment originated from the Committee on the Office of General Assembly. It would delete the language in G-2.1101 which refers to a “handbook.”

Assembly Action

The Assembly Committee on Church Polity and Ordered Ministry (06) voted to approve Item 06-15 by a vote of 59/0. The 222nd General Assembly (2016) approved the committee’s recommendation by consensus.

Arguments in Support of an Affirmative Vote

- Many of the relevant certifying bodies do not have handbooks and should not be required to have them
- “Handbook” is an antiquated term

Arguments in Support of a Negative Vote

- None

**Amendment 16-F. The Ministry of Members
On Amending G-1.0304 (Item 09-11)**

Brief Description

This amendment proposes to add the phrase “caring for God’s creation” to G-1.0304.

This change is intended to show the importance of earth care issues and action.

Assembly Action

The Assembly Committee on Immigration and Environmental Issues (09) voted to approve Item 09-11 by a vote of 43/11. The 222nd General Assembly (2016) approved the committee's recommendation by a vote of 429/120.

Arguments in Support of an Affirmative Vote

- We are part of the earth
- Climate change and lack of water in Peru show lack of care to God's creation
- Need to be more explicit that climate care is part of our calling
- Glaring omission if not in the Book of Order
- Incorporates a value

Arguments in Support of a Negative Vote

- Some wanted more explicit language and amendment to do so was defeated
- Already covered in Directory of Worship; no compelling reason to add

Amendment 16-G. Access to the Lord's Table On Amending W-2.4011a. and b. (Item 14-03)

Brief Description

This amendment would make Holy Communion available to developing Christians who have not yet made the baptismal declaration. This is the same language in the new Directory for Worship (Amendment 16-H).

Assembly Action

The Assembly Committee on Theological Issues and Institutions (14) voted to approve an alternate resolution by a vote of 73/3. The 222nd General Assembly (2016) approved the committee's recommendation on the alternate resolution by a vote of 516/45.

Arguments in Support of an Affirmative Vote

- Holy Communion is routinely open to all who profess faith in Jesus Christ, without any mention of having been baptized
- Welcoming to those being nurtured by a congregation

Arguments in Support of a Negative Vote

- Baptism is important prior to partaking in Holy Communion

Amendment 16-H. Directory for Worship On Replacing the Current Directory for Worship (Item 14-04)

Brief Description

Amendment proposes to replace the current Directory for Worship with a new Directory for Worship. The proposed new Directory for Worship is reprinted in its entirety in the Proposed Amendments to the Constitution booklet (pages 15 – 40). Discussion in committee centered on Holy Communion and baptism. See Amendment 16-G.

Assembly Action

The Assembly Committee on Theological Issues and Institutions (14) amended and approved Item 14-04 by a vote of 77/0. The 222nd General Assembly (2016) approved the committee's recommendation by a voice vote.

Arguments in Support of an Affirmative Vote

- No discussion in committee or plenary about overall merits of proposed changes

Arguments in Support of a Negative Vote

- None

Appendix L

**Bills and Overtures Committee of the Presbytery Council
Presbytery of St. Augustine
2017 Spring Stated Meeting**

RECOMMENDATIONS REGARDING CONSTITUTIONAL AMENDMENTS

Background: The 222nd General Assembly (2016) of the Presbyterian Church (U.S.A.) approved and recommended to the presbyteries, for their affirmative or negative votes, proposed changes in the language of the Book of Order that, if approved, will amend the Constitution. The Bills and Overtures Committee of our Presbytery Council met to review the amendments and make recommendations for our presbytery’s consideration. The 2017-19 Book of Order will include the amendments that are approved by a majority of the presbyteries.

Recommendations: The committee met to review the proposed amendments and invited our 2016 General Assembly Commissioners to attend. During that meeting, the committee prepared a recommendation regarding each proposed amendment. Each amendment is listed below with its recommendation and a brief explanation. In addition, it would be beneficial to review the background material in the document entitled “Proposed Amendments to the Book of Order” and the information provided by the Association of Stated Clerks. These materials are included with the docket/revised docket.

**16-A. Child and Youth Protection Policy
On amending G-3.0106 (Item 05-09)**

Shall the fourth paragraph of G-3.0106 of the Form of Government be amended as follows?
[Text to be inserted is shown as italic.] “All councils shall adopt and implement a sexual misconduct policy and a child *and youth* protection policy.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The amendment makes certain that the protections of a sexual misconduct policy are extended to our youth.

**16-B. Parity in Committees
On Amending G-3.0109 (Item 06-05)**

Shall the second paragraph of G-3.0109 of the Form of Government be amended as follows?
[Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“A committee shall study and recommend action or carry out decisions already made by a council. It shall make a full report to the council that created it, and its recommendations shall require action by that body. Committees of councils higher than the session shall consist of both teaching elders and members of congregations, ~~with at least one half being members of~~ *congregations in numbers as nearly equal as possible.*”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The amendment maintains the requirement of parity but allows a bit more flexibility.

16-C. Ordered Ministry Titles (Item 06-08, Recommendations 1 through 8)

16-C.1. Ministers of the Word and Sacrament

On Amending F-3.0202 (Item 06-08, Recommendation 1)

“This church shall be governed by presbyters, that is, ruling elders and teaching elders (*also called ministers of the Word and Sacrament*). Ruling elders are so named not because they ‘lord it over’ the congregation (Matt. 20:25), but because they are chosen by the congregation to discern and ~~measure~~ *guide* in its fidelity to the Word of God, and to strengthen and nurture its faith and life. ~~Teaching elders~~ *Ministers of the Word and Sacrament* shall be committed in all their work to *teaching the faith in word and in deed* and equipping the people of God for their ministry and witness.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The title “minister” is a more common and preferred term and serves well in all situations (including ecumenical and secular contexts). The title “teaching elder” is still confusing to many.

16-C.2. Ministers of the Word and Sacrament

On Amending G-2.0102 (Item 06-08, Recommendation 2)

Shall the third paragraph of G-2.0102 be amended as follows?

[Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.] “Ordination to the ministry of ~~teaching elder, ruling elder, or~~ *deacon, ruling elder, or minister of Word and Sacrament (also called teaching elder)* is unique to that order of ministry.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

16-C.3. Ministers of the Word and Sacrament

On Amending G-2.0301 (Item 06-08, Recommendation 3)

Shall G-2.0301 be amended follows? [Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“As there were in Old Testament times elders for the government of the people, so the New Testament church provided persons with particular gifts to share in discernment of God’s Spirit and governance of God’s people. Accordingly, congregations should elect persons of wisdom and maturity of faith, having demonstrated skills in leadership and being compassionate in spirit. Ruling elders are so named not because they ‘lord it over’ the congregation (Matt. 20:25), but because they are chosen by the congregation to discern and measure its fidelity to the Word of God, and to strengthen and nurture its faith and life. Ruling elders, together with ~~teaching elders~~ *ministers of the Word and Sacrament*, exercise leadership, government, spiritual discernment, and discipline and have responsibilities for the life of a congregation as well as the whole church, including ecumenical relationships. When elected by the congregation, they shall serve faithfully as members of the session. When elected as commissioners to higher councils, ruling elders participate and vote with the same authority as ~~teaching elders~~ *ministers of the Word and Sacrament*, and they are eligible for any office.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

16-C.4. Ministers of the Word and Sacrament

On Amending G-2.05 and G-2.0501 (Item 06-08, Recommendation 4)

Shall G-2.05 and G-2.0501 be amended as follows? [Text to be deleted is shown with a strikethrough; text to be added or inserted is shown as italic.]

“G-2.05 ~~Teaching Elders~~ *Ministers of the Word and Sacrament*: The Ministry of ~~the Word and Sacrament~~ *Teaching and Pastoral Care*:

“G-2.0501 ~~Teaching Elder~~ *Minister of the Word and Sacrament* Defined

“~~Teaching elders (also called ministers of the Word and Sacrament)~~ *Ministers of the Word and Sacrament (also called teaching elders and pastors)* shall in all things be committed to teaching the faith in word and deed and equipping the saints for the work of ministry (Eph. 4:12). They may serve in a variety of ministries as authorized by the presbytery. When they serve as preachers and teachers of the Word, they shall preach and teach the faith of the church, so that the people are shaped by the pattern of the gospel and strengthened for witness and service. When they serve at font and table, they shall interpret *and ‘show forth’* the mysteries of grace ~~and lift in word and action, lifting~~ the people’s vision toward the hope of God’s new creation. When they serve as pastors, they shall support the people in the disciplines of the faith amid the struggles of daily life. When they serve as presbyters, they shall participate in the responsibilities of governance, seeking always to discern the mind of Christ and to build up Christ’s body through devotion, debate, and decision.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

16-C.5. Ministers of the Word and Sacrament

On Amending G-2.0701 (Item 06-08, Recommendation 5)

Shall G-2.0701 be amended as follows? [Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“Ordination to the ordered ministry of ~~teaching elder~~ *minister of Word and Sacrament* is an act of the whole church carried out by the presbytery, setting apart a person to ordered ministry. Such a person shall have fulfilled the ordination requirements of the presbytery of care and received the call of God to service to a congregation or other work in the mission of the church that is acceptable to the candidate and to the presbytery of call.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

**16-C.6. Ministers of the Word and Sacrament and Commissioned Pastors
On Amending G-3.0307 (Item 06-08, Recommendation 6)**

Shall the second paragraph of G-3.0307 be amended as follows? [Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“G-3.0307 Pastor, Counselor, and Advisor to ~~Teaching Elders~~ *Its Pastors* and Congregations

“Presbyteries shall be open at all times to communication regarding the life and ministry of their congregations.

“Each presbytery shall develop and maintain mechanisms and processes to serve as pastor and counselor to ~~teaching elders~~ its pastors, *both ministers of Word and Sacrament* and ruling elders commissioned to pastoral service (*also called commissioned pastors (also known as commissioned ruling elders)*), as well as the and certified Christian educators of the presbytery; to facilitate the relations between the presbytery and its congregations, ~~teaching elders, ruling elders commissioned to pastoral service,~~ *pastors* and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above. Also the other terms for commissioned ruling elder provide more flexibility.

**16-C.7. Minister of the Word and Sacrament and Commissioned Pastor
On Amending the Directory for Worship and the Rules of Discipline (Item 06-08,
Recommendation 7)**

Shall the Directory for Worship and the Rules of Discipline be amended so that the terms “ruling elder commissioned to particular pastoral service” or “ruling elder commissioned to pastoral service” and “teaching elder” shall be replaced with its former terms, “*commissioned pastor (also known as commissioned ruling elder)*” or “*minister*” or “*minister of Word and Sacrament*”, respectively?

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

**16-C.8. Minister of the Word and Sacrament
On Amending W-4.4001a. (Item 06-08, Recommendation 8)**

Shall W-4.4001a. be amended as follows? [Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“a. In ordination the church sets apart with prayer and the laying on of hands those who have been called through election by the church to serve as deacons, ruling elders, and teaching elders. (W-2.1005) In installation the church sets apart with prayer those previously ordained as deacons, ruling elders, and ~~teaching elders~~ *ministers of Word and Sacrament (also called teaching elders)*, and called anew to service in that ministry.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. See comment above.

16-D. Relationship to the PC(USA) of a Person Who Has Renounced Jurisdiction of the Church (Item 06-10, Recommendations 1 and 2)

16-D.1. On Amending G-2.0509 (Item 06-10, Recommendation 1)

Shall the fourth paragraph of G-2.0509 be amended as follows: [Text to be added or inserted is shown as italic.]

“Whenever a former teaching elder has renounced jurisdiction in the midst of a disciplinary proceeding as the accused, that former teaching elder shall not be permitted to perform any work, paid or volunteer, in any congregation or entity under the jurisdiction of the Presbyterian Church (U.S.A.) unless and until the person rejoins the church, comes forward and resubmits to the disciplinary process.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. This change modifies the current provision to allow a means of reconciliation and restoration.

16-D.2. On Amending D-10.0401 (Item 06-10, Recommendation 2)

Shall D-10.0401 be amended by adding new section “d.” to read as follows: [Text to be added or inserted is shown as italic]

“d. For instances where a former teaching elder comes forward in self-accusation to undergo a disciplinary process to regain permission to perform work under the jurisdiction of the Presbyterian Church (U.S.A.) (G-2.0509), no time limit from the time of the commission of the alleged offense to the filing of charges shall apply. Charges based on all accusations that had been made by the time that the former teaching elder had renounced jurisdiction may be brought regardless of the date on which any such offense is alleged to have occurred.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. This clarifies that the statute of limitations for disciplinary action will not have a time limit when a former teaching elder comes forward to self-accuse in order to regain permission to perform work under the jurisdiction of the PC(USA).

**16-E. Certified Service Requirements
On Amending G-2.1101 (Item 06-15)**

Shall G-2.1101 be amended as follows: [Text to be deleted is shown with a strike-through; text to be added or inserted is shown as italic.]

“Persons may be certified and called to service within congregations, councils, and church-related entities, serving in staff positions. These individuals endeavor to reflect their faith through their work and to strengthen the church through their dedication. They should be encouraged by their session and presbytery to meet, or be prepared to meet, the certification requirements ~~in a handbook provided by~~ of a national certifying body approved by the General Assembly. Names of those who have earned certification through a national certifying body shall be transmitted to the appropriate body of the General Assembly, which will forward them to the stated clerk of the presbyteries in which those persons labor.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The change is positive because a certifying body (such as for Certified Christian Educators) doesn't always have a "handbook" *per se*.

**16-F. The Ministry of Members
On Amending G-1.0304 (Item 09-11)**

Shall G-1.0304 be amended as follows? [Text to be added or inserted is shown as italic.]

"G-1.0304 The Ministry of Members "Membership in the Church of Jesus Christ is a joy and a privilege. It is also a commitment to participate in Christ's mission. A faithful member bears witness to God's love and grace and promises to be involved responsibly in the ministry of Christ's Church. Such involvement includes:

"proclaiming the good news in word and deed,

"taking part in the common life and worship of a congregation,

"lifting one another up in prayer, mutual concern, and active support,

"studying Scripture and the issues of Christian faith and life,

"supporting the ministry of the church through the giving of money, time, and talents,

"demonstrating a new quality of life within and through the church,

"responding to God's activity in the world through service to others,

"living responsibly in the personal, family, vocational, political, cultural, and social relationships of life,

"working in the world for peace, justice, freedom, and human fulfillment,

"caring for God's creation,

"participating in the governing responsibilities of the church, and

"reviewing and evaluating regularly the integrity of one's membership, and considering ways in which one's participation in the worship and service of the church may be increased and made more meaningful."

Recommendation: The committee recommends that the presbytery vote in the affirmative. Care of creation is an appropriate aspect of the ministry of church members.

16-G. Access to the Lord's Table
On Amending W-2.4011a. and b. (Item 14-03)

Shall W-2.4011a. and b. be amended by striking the current text and inserting new text to read as follows? [Text to be added or inserted is shown as italic.]

“Theology of the Lord’s Supper

“a. The opportunity to eat and drink with Christ is not a right bestowed upon the worthy, but a privilege given to the undeserving who come in faith, repentance, and love. All who come to the table are offered the bread and cup, regardless of their age or understanding. If some of those who come have not yet been baptized, an invitation to baptismal preparation and Baptism should be graciously extended.

“Worshippers prepare themselves to celebrate the Lord’s Supper by putting their trust in Christ, confessing their sin, and seeking reconciliation with God and one another. Even those who doubt may come to the table in order to be assured of God’s love and grace in Jesus Christ.

“Welcoming to the Table

“b. In cases where baptized children who have not yet begun to participate in the Lord’s Supper express a desire to receive the Sacrament, the session should provide an occasion to welcome them to the table in public worship. Their introduction to the Lord’s Supper should include ongoing instruction or formation in the meaning and mystery of the Sacraments.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The amendment allows sharing in the Lord’s Supper before baptism, but it also provides that an invitation to baptismal preparation and baptism should be graciously extended. The amendment provides for a welcoming table and is similar to the practice already followed in many churches.

16-H. Directory for Worship
On Replacing the Current Directory for Worship (Item 14-04)

Shall the Book of Order be amended by striking out the text of Chapters I through VII of the current Directory for Worship and inserting new text to read as follows? [Text to be inserted is shown below.]

Note: this is a complete replacement. The text is contained in the document provided with the docket that is entitled: “Proposed Amendments to the Book of Order.”

Recommendation: The committee recommends that the presbytery vote in the affirmative. The proposed directory is shorter, well-written, and better organized.