

PRESBYTERY OF THE PEAKS

CALLED MEETING

JUNE 13, 2020

ZOOM MEETING



**PRESBYTERY OF THE PEAKS
SYNOD OF THE MID-ATLANTIC
PRESBYTERIAN CHURCH (USA)**

**108 Melinda Dr.
Lynchburg, Virginia 24502
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Presbytery of the Peaks
Called Meeting
Zoom Meeting
June 13, 2020

The MISSION of the Presbytery of the Peaks (approved by POP 8/19)
is building partnerships in Christ, to empower communities of faith to be the
Body of Christ for the world.

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John Wiederholt
Stated Clerk

Skip Marin
Moderator

ATTENDANCE 6-13-20 PRESBYTERY CALLED MEETING

Active Ministers of the Word and Sacrament Present

| | | |
|----------------------|---------------------|------------------|
| Matthew Aldas | Kim Jeffreys | Sara Jane Nixon |
| Kyle Allen | Keith Leach | Cheryl Peoples |
| George Anderson | Elizabeth Link | Mikel Pugh |
| David Baker | Don Makin | Dave Roberts |
| Philip Bouknight | Gary Marshall | John Salley |
| Dale Brown | Lisa Marshall | Rachel Shepherd |
| Kathy Carpenter | Sarah Martin | Betsy Soto |
| Janet Chisom | Bob McLavey | Ed Soto |
| Linda Dickerson | Melissa McNair-King | William Strong |
| Annette Goard | Russ Merritt | Peter Thompson |
| Jason Grimes | Brian Miles | Carl Utley |
| Kelsey Hawisher-Faul | Kristie Miles | Susan Verbrugge |
| Peter Hawisher-Faul | Bea Miller | Morgan Whitfield |
| Mark Hinchliff | Christy Mitchell | John Wiederholt |
| Geoff Hubbard | Loren Mitchell | Brent Williams |
| Herndon Jeffreys | Jim Moss | Steve Willis |

Active Ministers of the Word and Sacrament Excused

| | | |
|---------------|-------------------------|---------------|
| Janice Fraser | Kim Steinhorst | Allison Unroe |
| Chad McCain | Rachel Thompson-Orfield | |

Active Ministers of the Word and Sacrament Absent

| | | |
|-----------------|--------------------|---------------|
| Paul Brokaw | Amy Merrill-Willis | Rodney Wilson |
| Steve Darr | Andrew Whaley | |
| Michael Hickman | Robin Williamson | |

Members at Large Present

Susan Verbrugge

Members at Large Excused

David Etheridge
Ginny Taylor-Troutman

Members at Large Absent

Ellen Anderson
Todd Hester
Emily Hunter

Paul Johnson
Andy King
Jeff Kisner

Ellen Woodworth

Honorably Retired Ministers of the Word and Sacrament Present

Nancy Dawson
David Dickerson
Dusty Fiedler
Bob Fiedler
Tupper Garden

Skip Hastings
W.D. Hasty
Jim Johns
Shirley Larson
Joe McCutchen

Tom Robinson
Jim Slate
George Wilson

Commissioned Pastors Present

Margie Anderson
Phil Berry
Dick Boswell

Terri Cornwell
Richard Henderson
Jan McGilliard

Kelvin Perry

Commissioned Pastors Absent

Todd Atkins
Diane Baldwin
Al Jacobs
Barbara Jacobs

Lynwood Ladd
Bill Meneeley
Naomi Hodge Muse
Mike Price

William Rountree
Tony Ward

Cabinet and Committee Chairs Attending

Pam Claterbaugh
Theresa Underwood
Smith Chaney

Richard Claterbaugh
Michael Nevergold
Helen Dean

Skip Martin
John Fedison
Shelda Wills

Voting Elders for Churches

Altavista
Berry Hill
Blacksburg
Blacksburg
Bluemont
Briery
Buchanan
Chatham

John Roark
Judy Edwards
Elizabeth Mattson
Melanie Smith
Ken Ivey
Beverly Guill
Jim Thrasher
Phyllis Collins

| | |
|---------------------------|---------------------|
| Christiansburg | Bill Rhudy |
| Clarksville | Jim O'Brien |
| College | Ken Perkins |
| Collinsville, First | Kym Wiederholt |
| Cool Spring | Marilyn Hubbard |
| Covenant | Deborah Snead |
| Covenant | Kathryn Overacker |
| Covington, First | Joe Wilson |
| Danville, First | Brenna Takata |
| Diamond Hill | Kelly Parks |
| Fairlawn | Diane Patty |
| Farmville | John Arehart |
| Fifth Ave. | Ray Williams |
| Fincastle | Alan Brenner |
| Floyd | Janice Shelor |
| Forest | Curt Cope |
| Grace | Jean Hairston |
| Grace | Pelzetta Perry |
| High Bridge | Lorna Whisler |
| Holbrook St. | Elease Wilson |
| Low Moor | Sally Irving |
| Lynchburg, First | Emmett Lifsey |
| Lynchburg, First | Hollins Pierpoint |
| Mallow | Carlene Gibson |
| Martinsville, First | Elizabeth Hudson |
| Martinsville, First | Kym Tatum |
| Maysville | Phil Bailey |
| Mizpah | Sylvia Kent Goodman |
| Mizpah | Gail McCullough |
| New Dublin | Rodney Gearheart |
| Northminster | Lynn Kirby |
| Northside | Joe Hunnings |
| Oak Level | Logan Young |
| Old Concord | Nancy Nepage |
| Pulaski, First | Connie McMillan |
| Quaker Memorial | Julia Bryan |
| Salem | Felicia Parsell |
| Second | Ken Lyons |
| Second | Kay Saleeby |
| Second | David Wardell |
| St. Andrew | April Farmer |
| St. Andrew | Dallas Scott |
| Trinity Ecumenical Parish | Susan McSlarrow |
| Unity | Sherri Tuck |
| Westminster | Pix Mahler |

Visiting Ruling Elders

John Erb, Altavista
 Ginny Fedison, Covenant
 Tom Gillespie, Danville, First
 Barbara Gravely, Grace
 Yvette Vinson, Grace

Visiting Ministers

Rev. Pete Smith
 Rev. Elizabeth Broschart
 Rev. Warren Lesane, Synod of the Mid-Atlantic
 Rev. Cindy Kohlman

Staff Not Counted Elsewhere:

Julie Dyke
 Robin Padgett

Churches Not Represented by a Voting Elder

| | | |
|-------------------|---------------------|---------------------|
| Amherst | Forest Hills | Oak View |
| Appomattox CH | Fork Union | Old Brick |
| Appomattox PE | Gethsemane | Peace |
| Arvon | Glasgow | Peaks |
| Beale Memorial | Glen Wilton | Pearisburg |
| Bedford | Harmony | Phenix |
| Belmont | Hat Creek | Pisgah |
| Belspring | Hermon | Radford |
| Bethlehem | Holmes Memorial | Raleigh Court |
| Brookneal | Jamestown | Roanoke |
| Browns | Kayser Memorial | Roanoke Valley |
| Buffalo | Kentuck | Rocky Mount |
| Campbell Memorial | Madisonville | Rough Creek |
| Clifton Forge | Mary Horner Walker | Rustburg |
| Colonial | Massies Mill | Sinking Spring |
| Concord | McAllister Memorial | Trinity, Arvon |
| Coolwell | Meherrin | Trinity, Ridgeway |
| Cumberland | Memorial | Village |
| Danube | Mercy Seat | Villamont |
| Davis Memorial | Montvale | Virginia |
| Douglas | Mt. Carmel | West End |
| Drakes Branch | Narrows, First | Williamson Memorial |
| Falling Spring | New Concord | |
| Fellowship | New Store | |

WE GATHER IN GOD'S NAME

WELCOME AND CALL TO ORDER

The Called Meeting of the Presbytery of the Peaks began at 9:30 a.m. on Saturday, June 13, 2020, via Zoom conferencing, with a welcome and introduction from Rev. Dave Baker and Denny Casey, member of First, Martinsville, coordinators of the Zoom meeting.

Due to the current health situation with COVID-19, the May 2, 2020 was cancelled. This was a called meeting in which only the items on the docket were addressed.

Transitional General Presbytery, Carl Utley, welcomed everyone to the meeting and recognized the following: Rev. Pete Smith, Interim at Farmville Presbyterian, member of Presbytery of the James; Rev. Dr. Warren Lesane, Synod Executive; Rev. Cindy Kohlman, co-moderator of the 219th General Assembly, and Rev. Dave Baker who gave instructions for voting on Zoom.

The meeting was called to order by moderator, Skip Martin, and Stated Clerk, John Wiederholt, announced to the moderator that a Quorum was present.

A motion was made by the Stated Clerk to suspend the standing rules in so far as electronic meetings are not authorized, and approve conducting the current meeting according to the Special Rules of Order and Standing Rules for Electronic Meetings published in advance; and further, that the actions taken by the presbytery today be forwarded to the next face to face Presbytery meeting for ratification. Motion was seconded and **Approved.**

WE GATHER TO WORSHIP

Rev. Cindy Kohlman led the morning prayer service.

REPORT OF THE COMMITTEE ON MINISTRY

Jason Grimes, Chair of the Committee on Ministry, presented the report.

Rev. Dale Brown recognized the ministry of Rev. Tom Robinson, upon his retirement from Farmville Presbyterian Church. The Presbytery wishes Tom all of God's blessings.

RECOMMENDATION:

1. Recommend Presbytery approve the Terms of Call for Rev. Kristie Miles and Westminster Presbyterian church effective April 12, 2020.

Salary & Compensation Package for Kristi Miles

| | |
|---|--|
| Salary and Housing Allowance | \$60,000 |
| SECA @50% reimbursement (Not included in effective salary) | \$ 4,590 |
| Total Cash Payments | \$64,590 |
| Presbytery Board of Pension Dues | |
| Medical Insurance (25%) | \$15,000 |
| Pension/Death & Disability Insurance | \$7,200 |
| Professional Expenses | \$1,500 |
| Continuing Education | \$1,200 |
| Vacation | 4 weeks |
| Study Leave | 2 weeks |
| Family Leave | per Presbytery policy |
| Sabbatical | In the 7 th year, per Presbytery policy |
| Total Cost to the Church | \$89,490 |

The terms of call for Rev. Kristie Miles were **Approved.**

REPORT OF THE TRUSTEES

John Fedison, Chair of the Trustees, presented the recommendation.

RECOMMENDATION:

1. Recommend that the Presbytery approve the sale of the Presbyterian Church of Radford manse with proceeds from the sale used to upgrade the church facilities and establish a housing allowance fund to support calls to ministers serving the church.

The recommendation was **Approved.**

REPORT OF THE COMMITTEE ON ADMINISTRATION

Richard Claterbaugh, chair of the committee, presented the recommendations.

RECOMMENDATIONS:

1. The Committee on Administration (with Cabinet and Trustee approval) recommends use of up to \$400,000 from the Leadership Designated Fund for a zero interest loan program. Loans of up to \$10,000 per Presbytery church may be granted after a church has used

50% of its undesignated reserves to ease the financial stress caused by the Pandemic. The recommendation was **Approved.**

2. The Committee on Administration recommends the Dismissal Fund (receipts that remain undesignated to specific projects) for the funding of emergency grants of approximately \$110,000 to our Presbytery churches and new worshipping communities.

Rationale: The Cabinet authorized in March the payment of \$1,000 in emergency grants to each actively worshipping congregation and community in Peaks Presbytery to help alleviate the financial stress on the Presbytery's churches and new worshipping communities.

The recommendation was **Approved.**

3. The Committee on Administration recommends the use of up to \$75,000 from the Dismissal Fund (receipts that remain undesignated to specific projects) and the Small Church Residency Fund to provide funding (on an equal basis) for Presbytery operations. No more than \$37,500 will be used from each fund.

Rationale: Cabinet approved the elimination of the second quarter covenant of intent for Peaks churches, to help alleviate the financial stress caused by the Pandemic. This action will result in a shortfall to the Presbytery budget of approximately \$125,000. A part of this shortfall has been recouped with the Paycheck Protection Program grant.

The recommendation was **Approved.**

4. The Committee on Administration recommends approval of the reduction of approximately \$75,000 from the 2020 Presbytery budget.

Rationale: With the economic uncertainty continuing for our churches and their members, The Committee on Administration has reviewed the 2020 Presbytery budget for areas that could be reduced. The reductions are shared by all Presbytery committees, with the hope that 2021 will be a return to normalcy for our Presbytery. Specific reductions by Committee are:

- a. Cabinet \$550
- b. Administration \$45,087 (this reflects reduction of summer staff resulting from the cancellation of Camp Peaks and reduction in travel budgets for staff)
- c. Committee on Ministry \$2,045
- d. Preparation for Ministry \$2,000
- e. Church Development \$8,500 (The majority of the reduction (\$5,000) is in the Small Church Residency Program as there are fewer churches participating)
- f. Mission Committee \$4,000 (Reduction in mission trip scholarships as these are not occurring in 2020)
- g. Discipleship \$11,895 (Reductions associated with the cancellation of Camp Peaks)

The recommendation was **Approved.**

REPORT OF THE CABINET

Smith Chaney, chair of the Cabinet, presented the recommendation.

RECOMMENDATION:

- 1. Recommend that the presbytery grant temporary Commission Powers to the Trustees of the Presbytery for all properties, both congregational and presbyterial, on behalf of the presbytery until the next face to face Presbytery Meeting.

The recommendation was **Approved.**

REPORT OF THE COMMITTEE ON NOMINATIONS

Michael Nevergold, chair of the committee, presented the recommendation.

RECOMMENDATION:

- 1. Recommend that the Presbytery approve Emily Sutphin as a TSAD for the General Assembly.

The recommendation was **Approved.**

COMMISSIONING OF THE 224TH GENERAL ASSEMBLY

COMMISSIONERS AND ADVISORY DELEGATES

Skip Martin, Moderator, commissioned the following to the 224th General Assembly:

Pam Claterbaugh, Janice Wells, Melissa McNair-King, Morgan Whitfield, Megan Ingram, and Emily Sutphin.

ATTENDANCE AND ABSENCES

PRESBYTERY OF THE PEAKS

June 13, 2020

| | |
|---|------------|
| Teaching Elder Members of the Presbytery | 61 |
| Commissioned Ruling Elders Present and Entitled to Vote | 6 |
| Ruling Elder Commissioners/Cabinet/Committee Chairs | 61 |
| <u>SUB-TOTAL VOTING:</u> | 128 |

| | |
|--|------------|
| Other Teaching Elders Serving in Peaks..... | 0 |
| Visiting Ministers | 4 |
| Certified Christian Educators | 0 |
| Youth Advisory Delegates..... | 0 |
| Visiting Ruling Elders | 7 |
| Other Visitors | |
| Presbytery Staff Not Included Above | 2 |
| SUB-TOTAL <u>NON-VOTING</u> | 13 |
| TOTAL ATTENDANCE | 141 |
| | |
| Total Teaching Elders Excused | 4 |
| Teaching Elders Absent | 7 |
| Churches Represented by Ruling Elder Commissioners | 45 |

Moderator Skip Martin thanked all of those who participated on the Zoom meeting and those who made the meeting possible. The meeting was adjourned at 11:30 a.m. with prayer.

NEXT STATED MEETING:

August 15, 2020, Location TBD

Presbytery of the Peaks
SPECIAL RULES OF ORDER AND STANDING RULES
For Electronic Meetings Using Zoom Technology

I. Meeting Types

An “Electronic Meeting” as used in these rules means a meeting at which all participants are joined electronically. It is expected that each participant will attend the meeting individually on a computer or device, rather than one being shared by multiple members. Multiple attendees on a single device requires approval of the chair in advance, and may limit members’ rights. Meetings of all boards and committees are authorized to meet electronically at the direction of the chair, provided that all members have access to the necessary equipment.

II. Hardware and Software

Electronic attendance utilizes Zoom technology (www.zoom.us). Participation requires high speed internet access on a computer, device or phone. Audio is provided either through the computer, which requires computer audio capabilities (microphone and speakers –preferably earbuds or a headset), or connection by phone. Video is optional, but encouraged. While tablets and smart phones are acceptable, laptop or desktop computers are preferred, because the screen content can become very small on tablets and phones, and only certain portions of the content can be displayed at a time. Using a phone alone is not recommended. Immediate access to email is also a requirement. Notify the Presbytery office if more than 1 voting member is on a device. A text number will be provided to use if there is a divided vote. Prior to the meeting, participants are asked to test their setting at zoom.us/test.

III. Sign-In Procedures

- A. Prior to meetings, members will receive either a meeting id code or a link to a webpage. Clicking on the link should open a web browser and go directly to the meeting. If it does not do so, or if only the 9-digit meeting id (which is at the end of the link) was distributed, the participant can go to: a www.zoom.us, choose “join meeting,” and enter the id manually.
- B. Join the meeting using your full name and title for the First Name field (eg, Rev. John Smith), and your church or status for the Last Name field (eg, First Pres or Honorably Retired)
- C. Members shall make every effort to sign into the meeting sufficiently in advance of the time of the meeting to enable their connections to be verified and, if necessary, assisted by troubleshooting. The following process shall be followed in entering meetings:
- D. If using a laptop or desktop computer, complete a full “re-boot” just before entering the meeting.
- E. Enter the meeting as described in Section III.A. If prompted, download Zoom software and choose to run or install. If prompted, enter your name and choose to enter the meeting.
- F. Choose the method by which you will connect your audio and follow the prompts on the screen. If connecting by computer, check your speakers and microphone to ensure that you can hear and be heard.
- G. Mute your microphone when you are not speaking (on a computer, click on the

microphone icon to toggle mute. On a tablet or phone, touch the icon), or unmute it only when you are speaking (on a computer, hold the spacebar to temporarily unmute yourself).

- H. On a PC or Mac, click on the “Participants” and “Chat” icons to make those items visible. If a screen share has been initiated and a document is visible in the center of the screen, move the “Participants” and “Chat” windows (by “dragging”) to the side of the screen, so that the document is visible.

IV. Connection Issues

- A. Each attendee is responsible for his or her connection to the internet and the meeting room; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member’s individual connection prevented him or her from participating in the meeting, provided that at least a quorum of members was connected and adequately able to participate.
- B. The chair may cause or direct the temporary disconnection or muting of an attendee’s connection if it is causing undue interference with the electronic meeting. The chair’s decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be recorded in the minutes.
- C. The chair may rule that any meeting be recessed to allow the meeting room to be reset; upon which ruling the meeting shall be ended and a new meeting shall be established – with the new meeting id being sent by email or other electronic means to all participants who shall then enter the new meeting room.

V. Recognition and Assignment of the Floor

- A. To seek recognition by the chair, a member shall activate the “raised hand” icon. Upon recognition of a member, that member and any others with raised hands activated shall lower them, which may also be accomplished by the host if members do not promptly do so. The chat is not a valid means of recognition.
- B. Another member who claims preference in recognition shall thereupon promptly raise (or raise again) his or her hand icon and the chair shall recognize the member for the limited purpose of determining whether that member is entitled to preference in recognition.
- C. Upon being recognized, a member shall unmute his or her microphone. Upon yielding the floor, the member shall mute his or her microphone.

VI. Interrupting Motions

- A. A member who intends to make a motion that under the rules may interrupt a speaker (Point of Order, Appeal from the Ruling of the Chair, etc.) shall activate the member’s “No” icon (red X). The member shall be recognized to determine the purpose for which he or she is seeking recognition.
- B. In the event that a member intends to make an interrupting motion and is unable to use the “No” icon (eg, phone only user), the member may unmute and make the motion orally. A member may also make interrupting motions orally if not immediately recognized by the chair.

VII. Motion Processing

- A. A member intending to make a main motion, offer an amendment, or propose instructions to a committee, shall, immediately after being recognized and assigned the floor, post the motion in writing to the chat window.
- B. The secretary assigned by the Stated Clerk is responsible for the display of meeting materials, including all such motions, in the document that is displayed in the shared screen.
- C. When any motion has been stated by the chair, the secretary shall copy and paste it into the document, and shall be responsible for accurately displaying any proposed amendments under consideration, as well as the final version as adopted or rejected. If a second is necessary, the chair shall request a raised hand to indicate a second.

VIII. Voting

- A. When the chair seeks unanimous consent on a matter, a raised hand shall constitute an *objection* to unanimous consent, and voting shall then proceed by another method.
- B. Voice votes shall be taken by means of the raised hand function. The chair shall ask those for a motion to raise their hands and the chair or a host shall take an approximate count those in favor and lower their hands before the chair proceeds to the against vote, which shall be conducted in like manner. Phone only participants may raise their hands by pressing *9. This vote shall be deemed a Division (not a counted vote). A call for a division shall therefore not be in order following such a vote.
- C. Counted votes, when ordered by the chair or the assembly, shall be taken in the same manner as voice votes above in section VIII. B., but with an exact count of for and against votes. If there are no phone only participants, votes may be counted using the Zoom polling feature instead.
- D. A roll call vote may be ordered by the assembly.
- E. No secret ballot votes are in order if there are phone only participants. If everyone is participating using a computer or device, secret ballot votes may be taken using the Zoom polling feature, provided that the poll is set to be anonymous.

IX. Roles

- A. There shall be three designated roles with specific duties, any or all of which may be accomplished by one individual, at the discretion of the chair: the host/co-host(s), the chair, and the secretary.
- B. The host/co-host(s) shall initiate the meeting, and therefore have control of the various features for meeting management such as the ability to manually mute one or more participants and clear status icons (raised hand, Yes, No, etc.).
- C. The chair shall preside at the meeting. In addition to normal duties, the chair shall direct the host and secretary as necessary related to their duties in these rules.
- D. The secretary shall keep a record of meeting, including a video recording.