

**PRESBYTERY OF THE PEAKS**

**ONE HUNDRED SEVENTH STATED MEETING**

**FEBRUARY 13, 2016**

**ST. ANDREW PRESBYTERIAN CHURCH**  
**LYNCHBURG, VIRGINIA**



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

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**PRESBYTERY OF THE PEAKS**  
**One Hundred Seventh Stated Meeting**  
**St. Andrew Presbyterian Church, Lynchburg, VA**  
**February 13, 2016**

The MISSION of the Presbytery of the Peaks (approved by POP 11/06)  
is to: enhance and empower congregations and leaders  
to become bold servants of transformation for the glory of the Triune God.

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## ATTENDANCE 2-13-2016 PRESBYTERY MEETING

### Active Teaching Elders Attending

George Anderson  
Jeff Binder  
Philip Bouknight  
Matthew Bowman  
Paul Brokaw  
Dale Brown  
Kathy Carpenter  
Stewart Childress  
Janet Chisom  
Kenneth Chorle  
Nancy Dawson  
David Dickerson  
Linda Dickerson  
Stephen Earl  
David Etheridge  
Michael Fleenor  
Matthew Gaventa  
Marina Gopadze  
Jason Grimes  
Mark Hinchcliff  
Fred Holbrook  
Geoff Hubbard  
Kim Jeffreys  
Jane Johnson

Ronald Johnson  
Andy King  
Russell Lee  
Bradley Long  
Iain Maclean  
Robert McLavey  
Melissa McNair-King  
Christy Mitchell  
Monte Mitchell  
James Moss  
Mikel Pugh  
David Roberts  
Tom Robinson  
Will Robinson  
John Scholer  
Kim Steinhorst  
Allen Thompson  
Carlton Utley  
Andrew Whaley  
Morgan Whitfield  
John Wiederholt  
Wes Williams  
Steve Willis

### Active Teaching Elders Excused

Paul Johnson  
Don Makin  
Lisa Marshall  
Gary Marshall  
Sarah Martin  
Amy Merrill Willis  
Russ Merritt  
Loren Mitchell

Kristin Reinhold  
Catherine Taylor  
Andrew Taylor-Troutman  
Ginny Taylor-Troutman  
Barry Tucker  
Allison Unroe  
Brent Williams

### Active Teaching Elders Absent

Steve Darr  
Bart Edwards  
Robert Hall  
Michael Hickman  
Elizabeth Link

John Losee  
Kristine Miles  
John Salley  
James Smith  
Rodney Wilson

### Members at Large Attending

Katherine Jackson  
Susan Verbrugge

**Members at Large Absent**

Tupper	Garden
Todd	Hester
Kelly	Kaufman

Catherine	Snyder
Charles	Willoughby
Ellen	Woodworth

**HR Teaching Elders Attending**

George	Goodman
W.D.	Hasty
Jamie	Lloyd
Gary	Scheidt

James	Slate
Hugh	Springer
George	Wilson

**CREs Attending**

Joe	Allmond
Margie	Anderson
Terri	Cornwell
Richard	Henderson

Kelvin	Perry
Gary	Pillow
Tony	Ward

**CREs Absent**

Todd	Atkins
Phil	Berry
Lynwood	Ladd

Mike	Price
William	Rountree

**CREs Excused**

Jennifer	Makin
Bill	Meneeley

**Cabinet & Committee Chairs Attending**

Ronald	Coleman
Sarah	Eller
Smith	Chaney
John	Erb

Sandra	Gisiner
Theresa	Underwood
Howard	Jennings

**Voting Elders for Churches****Church**

Altavista
Amherst
Appomattox CH
Berry Hill
Blacksburg
Bluemont
Briery
Buchanan
Campbell Memorial
Chatham

**Elder**

Mark
Donna
John
Judy
Janet
Emo
Kenny
Cleatus
Roger
Kathy

Younkin
Meeks
Redding
Edwards
Rakes
McAlexander
Howard
Newcomb
Dalton
Buck

Christiansburg	Martha	Ludden
College	Lucie	Zehner
Cool Spring	Jenna	Francisco
Covenant, Lynchburg	Terry	Walton
Covenant, Roanoke	Carol	Dibling
Covington, First	Linda	Trumbo
Cumberland	Juanita	Hazlegrove
Diamond Hill	Faye	Matthews
Drakes Branch	Willie	Pettus
Fairlawn	Paul	Mylum
Falling Spring RC	Mary	Stoner
Farmville	John	Arehart
Fifth Avenue	Ray	Williams
Floyd	Donald	Williams
Forest Hills	Colin	Ferguson
Glasgow	Judy	Loughhead
Grace	Pelzetta	Perry
Green Ridge	Jeff	Echols
High Bridge	Robert	Gilbert
Holbrook Street	Elease	Wilson
Kentuck	David	Smith
Lynchburg, First	Daniel	Grabeel
Lynchburg, First	Chuck	Overstreet
Madisonville	Ennis	Jones
Martinsville, First	Monica	Stevens
Maysville	Sarah	Rosen
McAllister Memorial	Augustus	Hayslett
Mizpah	Sylvia	Kent-Goodman
Mizpah	Gail	McCullough
New Concord	Ed	Jones
New Dublin	Gary	Millar
Northside	Mary	Lough
Oak View	Bonita	Hamlett
Old Concord	Ronnie	Carter
Pearisburg	Judy	Stafford
Pulaski, First	Larry	Latimer
Quaker	Sara	Curtis
Raleigh Court	Joshua	Goad
Raleigh Court	Laurie	Powell-Ward
Roanoke, Second	William	Durham
Roanoke, Second	John	Shoulders
Roanoke Valley	Gina	Kaknis
Saint Andrew	Sandra	Thompson
Salem	Norman	Ferguson
South Boston, First	Winston	Harrell
Trinity Ecumenical	Gregory	Woody

Virginia	Roger	Linkenhoker
West End	Rod	Dixon
Westminster	Michael	Harris

#### **Churches Not Represented by Ruling Elder**

Appomattox PE	Fellowship	Narrows, First
Arvon	Fincastle	New Store
Beale Memorial	Forest	Northminster, Rke
Bedford	Fork Union	Oak Level
Belmont	Gethsemane	Old Brick
Belspring	Glen Wilton	Peace
Bethlehem	Harmony	Peaks
Brookneal	Hat Creek	Phenix
Browns	Hermon	Pisgah
Buffalo	Holmes Memorial	Providence
Clarksville	Jamestown	Radford
Clifton Forge	Kayser Memorial	Roanoke
Collinsville, First	Low Moor	Rocky Mount
Colonial	Mallow	Rough Creek
Concord	Mary Horner Walker	Rustburg
Coolwell	Massies Mill	Shelton Memorial
Danube	Matthews Memorial	Sinking Spring
Danville, First	Mayberry	Trinity, Arvon
Davis Memorial	Meherrin	Trinity, Ridgeway
Douglas	Memorial	Unity
Dublin	Mercy Seat	Village
Elon	Montvale	Villamont
Falling Spring AC	Mt. Carmel	Williamson Memorial

#### **Visiting Ruling Elders**

Helen	Dean	Roanoke, First	Eunafaye	McAlexander	Bluemont
Christine	Dideon	Trinity EP	Janice	Nevergold	Pearisburg
Thomas	Gisiner	Campbell Mem.	Michael	Nevergold	Pearisburg
Nancy	Glover	Forest	Alice	Smith	Forest
Scotty	Hamlett	Oak View	Dale	Van Osten	Williamson
Chris	Kaknis	Roanoke Valley	Joseph	Wilson	Covington, First
Steve	Lemons	Salem			

#### **Other Visiting Ministers Present**

Skip	Hastings	Salem
Herndon	Jeffreys	Methodist Church
Neal	Lloyd	John Knox Pby.
Roger	Wilborn	Berry Hill

## **Other Visitors Present**

Patricia	Belchor	Covenant
Nicole	Ball	Union Pres. Sem.
Billy	Hackworth	Longwood Baptist Ch.
Dave	Hayes	Blacksburg
Richard	Menconeri	Trinity EP
Jennifer	Mitchell	Fellowship Church
Ellen	Pettus	Drakes Branch
Nancy	Wilborn	Berry Hill

## **Staff Not Counted Elsewhere**

Rita	Fleet
Robin	Padgett
Denise	Pillow

## **WE GATHER TO WORSHIP AND SERVE**

Registration began at 8:30 a.m. with an Orientation offered at 9:00 a.m. for Ruling and Teaching Elders new to the Presbytery or attending a meeting of the Presbytery for the first time.

## **WELCOME, CALL TO ORDER, DECLARATION OF QUORUM**

The One-Hundred-Seventh Stated Meeting of the Presbytery of the Peaks was called to order by Moderator Ron Coleman at 9:30 a.m., on February 13, 2016 in the sanctuary of the St. Andrew Presbyterian Church in Lynchburg, VA, declaring with the affirmation of the Stated Clerk the presence of a quorum, and offering words of welcome and leading in prayer.

Pastor David Etheridge of the host church, St. Andrew, welcomed all Commissioners and Guests. The Moderator, Ron Coleman, welcomed and recognized all first time Commissioners. Commissioners attending Presbytery for the first time were invited to introduce themselves.

## **MODERATOR APPOINTMENTS**

The Moderator appointed the following:  
Temporary Clerks: John Erb and Mark Younkin  
Resolution of Appreciation: Kim Steinhorst  
Liturgist: Theresa Underwood

## **Updates: Response Teams and Administrative Commissions**

The Moderator drew attention to the following report provided as Information:

## **REPORT UPDATE for PRESBYTERIAN RESPONSE TEAMS ADMINISTRATIVE COMMISSION FOR FIRST ROANOKE**

### **Dublin**

PRT: Linda Dickerson (Lead), Nancy Alexander, Stuart Childress

The PRT met with the session to begin the discernment process. At their meeting on November 9, 2015,

the session expressed its determination to leave the denomination for the Evangelical Covenant Order of Presbyterians (ECO). The PRT and Session have scheduled a meeting of the congregation on January 24, 2016, to take a straw poll.

### **Elon**

PRT: Cynthia Erb (Lead), Fred Holbrook, Steve Willis

The PRT has met with the Session of Elon several times. A straw poll was held on Sunday, October 11,

2016. The vote was 63 "continue to consider being dismissed" and 22 "to not consider being dismissed." It should be noted that the session allowed straw poll votes to be mailed in and counted among the total. An appraisal of the property and building is being conducted and the Session is gathering the necessary financial documents. The PRT will meet to determine next steps with the Session and then schedule another meeting with them.

### **Falling Spring AC**

PRT: Jamie Smith (Lead), Michael Nevergold, Mikel Pugh

The PRT met with the Session in November 2015 after a long period of no response from the Session from the PRT for requests for further meetings. The Session and PRT held a straw poll with 100% of those attending voting to "continue to consider being dismissed." An appraisal of the property and building is being conducted and the Session is gathering the necessary financial documents.

### **First Danville**

PRT: Joe McCutchen (Lead), Ron Coleman, Bill Stone

The process of discernment to leave has been suspended while the Session, the Associate Presbyter for Ministry, Steve Earl, and COM Liaison, John Collins, work with the Session and staff on personnel issues.

### **Matthews Memorial**

PRT: Russ Merritt (Lead), Mark Hinchcliff, Gayle McCollough

After meeting with the Session of Matthews Memorial who has expressed the determination to leave the denomination for independency the PRT in consultation with COM are determining next steps in the process, including the possibility of appointing an Administrative Commission to work with the Session in place of the PRT.

### **Beale Memorial**

The Session of Beale Memorial sent a letter to the Stated Clerk of the General Assembly of the PC(USA) over a year ago expressing their disagreement with actions of the General Assembly. The Stated Clerk sent a response to the Session soon after receiving their letter with corrections to their misunderstandings and referred them to send their request for dismissal to the General Presbyter. No letter was received in the Presbytery office until the original letter to the Stated Clerk of the PC was delivered to staff by the COM appointed moderator of the Session. At this time no specific request for dismissal has been received in the Presbytery office from the Session of Beale Memorial. The Committee on Ministry is in the process of addressing the miscommunications and the reported actions of the current supply preacher at Beale Memorial.

### **First Roanoke**

Administrative Commission: Sydney Nordt, Chair, Sue Bently, John Collins, David Kirk, Pix Mahler, Catherine Taylor

The Stated Clerk of the Presbytery in cooperation with the Session are in the process of determining where members of the congregation wish their membership to be located. At this time 14 members have requested their membership to remain on the rolls of Presbytery. COM will be arranging pastoral care for these members. The dismissal service for First Roanoke scheduled for January 24 at 3:00 pm was cancelled due to weather

## **ADOPTION OF THE DOCKET AND CONSENT AGENDA**

The Docket and the Consent Agenda were approved on a motion by the Stated Clerk. Consent Agenda items and their disposition are noted in the Report of the Stated Clerk, the Report of the Committee on Ministry, and the Report of the Cabinet. **APPROVED**



## WE GATHER TO WORSHIP WITH COMMUNION

### Prelude

### Preparation for Worship (Silent prayer)

Gracious God, we pray for your holy catholic church. Fill it with all truth in all peace. Where it is corrupt, purify it; where it is in error, direct it; where in anything it is amiss, reform it. Where it is right, strengthen it; where it is in want, provide for it; where it is divided, reunite it; for the sake of Jesus Christ your Son our Savior. Amen. [William Land (1573-1645)]

### Call to Worship – Psalm 96:1-6.....Theresa Underwood, Liturgist

O sing to the Lord a new song;  
sing to the Lord, all the earth!

**Sing to the Lord, bless God's name;  
proclaim God's salvation from day to day.**

Declare the Lord's glory among the nations,  
the Lord's marvelous works among all the peoples!

**For great is the Lord and greatly to be praised,  
to be feared above all gods.**

For all the gods of the peoples are idols;  
but the Lord made the heavens.

**Honor and majesty are before the Lord  
in whose sanctuary are strength and beauty.**

### Hymn

*"Glorious Things of Thee are Spoken"*

# 446

### Call to Confession..... Theresa Underwood, Liturgist

If we say we have no sin, we deceive ourselves and the truth is not in us. But if we confess our sins, God who is faithful and just will forgive us our sins and cleanse us from all unrighteousness. In humility and faith, let us confess our sin to God and to one another.

### Confession of Sin..... Theresa Underwood, Liturgist

Almighty God, long ago you poured out your powerful Spirit upon gathered disciples creating bold tongues, open ears, grateful hearts, and a new community of faith. We confess that we hold back the force of your Spirit among us. We do not listen for your word of grace; we do not speak the good news of your love among our neighbors; we do not live as a people made one in Christ and sent into the world in Christ's name. Have mercy on us, O God. Transform our timid lives, our luke-warm churches, and our far-flung presbytery by the power of your Holy Spirit. Fill us with energy and enthusiasm and a burning desire to be your faithful people, proclaiming your gospel for the salvation of the whole world, for the sake of Jesus Christ our Lord. Amen.

(Silence ...during which we make individual confession)

### Assurance of Pardon ..... Theresa Underwood, Liturgist

Hear the good news! Who is in a position to condemn? Only Christ, and Christ died for us, Christ rose for us, Christ reigns in power for us, Christ prays for us. Anyone who is in Christ is a new creation. The old life has gone; a new life has begun. Know that you are forgiven and be at peace.

**Thanks be to God! Amen.**

### Hymn

*"The Church's One Foundation"*

#442, verses 1, 2 & 5

### The Scripture Lesson: Psalm 121

**Anthem** **“Faithfulness”** **St. Andrew PC Chancel Choir**

Organist - Gary Foster                      Music Director- Sarah Pelfrey

**New Testament Scripture:** Matthew 28:16-20

**Sermon**    Go...Make...Teach        **Rev. Dr. Fred Holbrook, Interim Pastor, First, Lynchburg**

**Reading of the Necrology** .....**George Wilson, HR, and Margie Anderson, CRE**

Patricia Belcher, Covenant PC, Lynchburg, playing the Native American Flute

**“Kum ba Ya” and “Open My Eyes”**

**The Invitation to the Table** ..... **Rev. David Etheridge, TE, St. Andrew**

The Prayer of Sanctification and Lord’s Prayer

***Our Father, who art in heaven, hallowed be thy name. Thy kingdom come. Thy will be done on earth as it is in heaven. Give us this day our daily bread. And forgive us our debts, as we forgive our debtors. And lead us not into temptation, but deliver us from evil: for thine is the kingdom, and the power, and the glory, forever. Amen.***

The Words of Institution

The Sharing of the Lord’s Supper

Prayer after Communion [**unison**]

***Heavenly Father, we give you immortal praise and thanks, that upon us you have conferred so great a benefit, as to bring us into the communion of your Son Jesus Christ our Lord; whom having delivered up to death for us, you have given for our food and nourishment to eternal life. Now, also, grant us grace, that we may never be unmindful of these things; but rather carrying them about engraved upon our hearts, may advance and grow in that faith that is effectual to every good work. Thus, may the rest of our lives be ordered and followed out to your glory and the edification of our neighbors: Through Jesus Christ our Lord; Who with you, O Father, and the Holy Ghost, lives and reigns in the unity of the Godhead, world without end. Amen.***

**Closing Hymn**                      **“I Love Thy Kingdom, Lord”**                      **#441, verses 1 - 4**

**Dismissal** ..... **Rev. Dr. Fred Holbrook, Interim Pastor, First Lynchburg**

*Adapted from a text by David H. Voorhees and offered to the church by Louisville Seminary*

Because the world is poor and starving, **we go with bread.**  
Because the world is filled with fear, **we go with courage.**  
Because the world is in despair, **we go with hope.**  
Because the world is living lies, **we go with truth.**  
Because the world is sick with sorrow, **we go with joy.**  
Because the world is weary of wars, **we go with peace.**  
Because the world is seldom fair, **we go with justice.**  
Because the world is under judgment, **we go with mercy.**  
Because the world will die without it, **we go with love.**

**Benediction**        ..... **Rev. Dr. Fred Holbrook, Interim Pastor, First Lynchburg**

**Postlude**

## **WE GATHER TO LEARN: The Great Ends of the Church.... John Wiederholt**

### ***“The Proclamation of the Gospel for the Salvation of Humankind”***

Geoff Hubbard, TE, Stated Supply, Cool Spring PC

Geoff's focus was on his years of summer mission work in Uganda, much of it with leper colonies. In the course of his visits to Uganda, Geoff dealt with many of the issues at the forefront of our continued concern for proclaiming the word. His experience underscores the ongoing need for worldwide mission. In Africa, particularly, there is still much to do. The questions of non-intrusive support for indigenous churches and the relationship of projects in education, agriculture, medical care and hunger to the proclamation of the gospel are woven together in his ministry in Uganda. There was time for questions relating to proclamation abroad and at home.

### **WE GATHER TO SHARE**

**OPEN MIKE** - This was a time for (1) Announcements from Churches, (2) Announcements from Presbytery Divisions and Committees, and (3) Announcements from Organizations and Agencies.

**HUNGER ACTION ENABLER**, Denise Pillow, discussed Two Cents A Meal Program, and encouraged those who were present to contribute during the lunch time. Those churches in our Presbytery who participate in Two Cents A Meal were recognized.

### **WE GATHER FOR FELLOWSHIP**

A Prayer of Thanksgiving and Blessing for the lunch were led by TE David Etheridge, St. Andrew PC.

A special Thank-you is extended to St. Andrew PC for providing a delicious lunch.

### **COMMITTEE ON MINISTRY REPORT**

#### **INFORMATION**

1. The Committee on Ministry, in cooperation with the Board of Pensions, will be hosting two lunch meetings and presentations on the 2017 Benefits Plan Redesign on Wednesday, March 16, at Quaker Memorial Presbyterian Church in Lynchburg, from 12 noon to 3 pm; and on Thursday, March 17, at Covenant Presbyterian Church in Roanoke, from 12 noon to 3 pm. Important information about significant changes in the Board of Pensions for 2017 will be shared by BOP and COM representatives. Lunch will be provided by the BOP. Invitations will be sent to all church business administrators/BOP plan managers and/or office managers, church personnel committee chairpersons/members, and pastors/Teaching Elders serving congregations in installed or temporary (interim) relationships and Committee on Ministry members/liaisons. Registration and information will be available on the Presbytery of the Peaks website in the next few weeks. For information contact Steve Earl, Associate Presbyter for Ministry, Barry Long, or Jim Corson of the COM.
2. The CRE Working Group began an Old Testament Course this January with fourteen participants. The Working Group, overseen jointly by COM and the Leadership Committee, is exploring new guidelines and program possibilities for Commissioned Ruling Elders, including partnership with neighboring Presbyteries in offering classes and a new project with Union Presbyterian Seminary in Richmond, VA.
3. There will be an orientation for new pastors in the Presbytery of the Peaks who have become members in the last year and a half on March 10, 2016 at the Presbytery office. Registration and information will be available on the Presbytery's website and in Peaks Postings in the next couple of weeks.
4. The Small Church Residency Program in the Presbytery of the Peaks is now full until

further funding can be identified. The four pastor/residents and their four pastor/mentors have been meeting with program coordinators Steve Earl and Kathy Carpenter for the last two months. All attended the National Gathering of the Program in Louisville, KY, February 1-4, 2016. If you are interested in having one of the four pastor/residents speak at a church gathering or have interest in participating in the program please contact Steve Earl or Kathy Carpenter. Please see the article from the Presbyterian News Service about the program in the POP for more information.

#### **ACTIONS REPORTED:**

1. Approved Carl Utley as the supervisor for Todd Atkins, Commissioned Ruling Elder at Belmont PC, Roanoke, effective 11-12-15.
2. Appointed Dusty Fiedler to serve as moderator for Fifth Avenue PC, Roanoke, effective October 8, 2015.
3. Appointed Bob Fiedler to serve as moderator at Peace PC, Roanoke, effective January, 15, 2016.
4. Approved TE Jane Johnson, Grace Martinsville, as the supervisor for CRE Kelvin Perry, effective 11/12/15.
5. Approved request from Virginia PC to renew approval for Rodger Linkenhoker, trained CRE, to serve communion at Virginia PC from November 1, 2015, to October 31, 2016.
6. Approved request from Virginia PC for Mark Dayton, trained CRE, to serve communion at Virginia PC from November 1, 2015 to October 31, 2016.
7. Approve the request of Covenant Presbyterian Church, Roanoke, to form a Temporary Pastoral Relationship with TE Carl Utley, MAL, as Intentional Interim Pastor, effective January 1, 2016 through December 31, 2016.
8. Approve request from First Covington PC, Covington, to form a Temporary Pastoral Relationship with TE Jim Slate, HR, as Intentional Interim Pastor effective Feb. 1, 2016, through Jan. 31, 2017.
9. Approve the request from Altavista PC to continue the temporary pastoral relationship with Kim Steinhorst as Intentional Interim Pastor for six months beginning Oct. 15, 2015 and ending April 15, 2016.
10. Approve request from First Lynchburg PC to continue the temporary pastoral relationship with TE Fred Holbrook as Intentional Interim pastor for one year beginning Nov. 27, 2015 and ending Nov. 26, 2016.
11. Approve the request from Berry Hill PC to continue the temporary pastoral relationship with Rev. Dr. Roger E. Wilborn for one year beginning Jan. 1, 2016 and ending Dec. 31, 2016.
12. Approve the request from New Concord PC to continue the temporary pastoral relationship with George Goodman as Intentional Interim Pastor for one year beginning Jan. 1, 2016 and ending Dec. 31, 2016.
13. Approve the request from Kayser Memorial PC to continue the temporary supply relationship with Rev. Louis E. Dodd for one year beginning Jan. 1, 2016 and ending Dec. 31, 2016.
14. Approve the request from Cool Spring PC to continue the temporary supply relationship and moderator of session with Rev. G. Geoffrey Hubbard for one year beginning Jan. 1, 2016 and ending Dec. 31, 2016.
15. Approve the dissolution of the pastoral relationship between TE Jim Slate at Falling Spring, Alleghany County in concurrence with the congregational Meeting on December 2015.
16. Recommend that Presbytery approve the dissolution of the pastoral relationship between

Covenant PC, Roanoke, and Robert Fiedler in concurrence with a congregation meeting on Nov. 15, 2015.

17. Approve the request of HR John Kidd to transfer his membership to the Presbytery of New Hope in North Carolina from the Presbytery of the Peaks effective date Nov. 10, 2015.
18. Approve the request of HR Robbie Kidd to transfer her membership to the Presbytery of New Hope in North Carolina from the Presbytery of the Peaks effective date Nov. 10, 2015.
19. Approve dismissal of TE Jeff Porter to the Evangelical Presbyterian Church, Synod of the Mid-Atlantic, effective Dec. 31, 2015.
20. Approve dismissal of TE Robert Smith to the Evangelical Presbyterian Church, Synod of the Mid-Atlantic, effective Jan. 31, 2016.
21. Approve request of Catherine McCollough to be dismissed from the Presbytery of the Peaks to National Capital Presbytery effective 4-10-15.

#### **RECOMMENDATIONS:**

1. Approve the request from Pearisburg PC to waive the requirement to rotate elders every three years beginning January 1, 2016 to December 31, 2018. **APPROVED IN CONSENT AGENDA**
2. Approve request granting honorably retired status to Jim Slate effective December 31, 2015. **APPROVED IN CONSENT AGENDA**
3. Approve the request from Belmont PC to renew the contract with Todd Atkins to fulfill the position of Commissioned Ruling Elder for three years beginning Sept. 9, 2015, and ending Sept. 8, 2018. **APPROVED IN CONSENT AGENDA**
4. Approve granting Robert Fiedler Honorably Retired status effective December 31, 2015. **APPROVED IN CONSENT AGENDA**
5. Recommend that presbytery approve the recommendation of the Commissioned Ruling Elder (CRE) Work Group, for the POP Examinations Committee to administer the oral examination to a Ruling Elder seeking a Commission in a validated ministry of the Presbytery of the Peaks. **APPROVED**
6. Recommend that the examination of William D. Hasty, HR, member of the Presbytery of West Virginia, be sustained pending his signing of the Book of Obligations, and that he be received as a member in good standing. **APPROVED**
7. Recommended that the examination TE Katherine Jackson, member of Shenandoah Presbytery, be sustained for membership, be sustained pending his signing of the Book of Obligations, and that she be received as a member in good standing in the Presbytery of the Peaks as a Member at Large until assigned a temporary pastoral relationship. **APPROVED**
8. Recommend that the examination of TE Ellen Anderson, member of the Presbytery of Greater Atlanta, be sustained pending her signing of the Book of Obligations, and that she be received as a member in good standing for membership in the Presbytery of the Peaks to serve as Parish Associate at Second Presbyterian Church, Roanoke. **WITHDRAWN**
9. Approve request from Grace PC, Martinsville, to initiate a relationship with Kelvin G. Perry as its Commissioned Ruling Elder for three years beginning Nov. 14, 2015, and ending Nov. 13, 2018. **APPROVED**
10. That Presbytery approve the call to J. David Roberts, member of Pines Presbytery, from Saint Andrew PC, Lynchburg, to serve as Associate Pastor at Saint Andrew, Lynchburg, effective March 1, 2016, pending his successful examination on the floor of Presbytery;

and his signing the Book of Obligations. **APPROVED**

11. That Presbytery approve the following terms of call for J. David Roberts as Associate Pastor of Saint Andrew, Lynchburg:

Base Cash Salary	\$35,000
SECA (50%)	\$4,207.50
IRS reported salary	\$39,207.59
Housing Allowance	\$20,000
Effective Salary	\$55,000

Board of Pensions:

Medical for Pastor	\$12,650
Medical for Family	\$825.00
Pension	\$6,050.00
Death & Disability	\$550
Continuing Education	\$1,500
Travel Reimbursement	\$3,500

Other:

Moving Expenses	reimbursed up to \$10,000
Temporary Housing for moving	reimbursed up to \$4,000
Sabbatical Leave	upon 6 years of service; 2 months
Paid Study Leave	2 weeks annually
Paid Vacation	4 weeks annually

**APPROVED**

12. That Presbytery allow COM to assign an Administrative Commission to install J. David Roberts as Associate Pastor of Saint Andrew, Lynchburg. **APPROVED**

### **William D. Hasty Jr. – Biographic Information**

My childhood was spent in the Methodist Church where I was active as an acolyte and Sunday School attendee. During high school I backed away from Church but continued as an acolyte (a program I have started for children in every church I have served). While a student at the University of Virginia, I had a conversion experience which led me to seeking a greater understanding of my faith. I also met my wife-to-be at a Christian Fellowship group there. A pastor encouraged me to attend UTS in VA and during my Student in Ministry year I found a home in the Presbyterian Church.

In my first pastorate in Hampstead, NC while listening to life experiences of members of my congregation, I developed a concern for child abuse issues. Later I followed that up with involvement with agencies seeking the prevention of child abuse. During my second pastorate my youngest son's best friend died in a drowning accident at the age of six. During the ensuing time of searching for me, I grew in faith and through leading a Kerygma Bible Study developed a new appreciation of Scripture.

In 1990 I was called to serve the First Presbyterian Church of Bluefield from which I retired after 25 years. During my time there I was able to pursue community service through the church, ministerial association and Rotary Club. I also got involved as a performer, light and sound tech and generally doing whatever was necessary for the community theater group, *The Summit Players*. I also was able to become involved in

Child Abuse prevention, founding a prevention organization and later joining as a charter board member and serving as President of “Child Protect of Mercer County, The Child Advocacy Center for our area. My wife, Phyllis, has also been involved in children’s issues in volunteer work as well as work in Child Protective Services and later as a Children’s Play Therapist in private practice. She has always been an active participant in our ministry in the church, primarily working in various roles with children.

Over my life God has been a guiding force that has helped me to deal with my own failures and brokenness. I knew that God was calling me to slow down from the rigors of full time pastorate, and children and a grandchild were calling us to Roanoke for retirement. At this point, I am enjoying a slower pace but also listening to God for guidance to find where I might be able to serve the Church and/or community.

### **William D. Hasty Jr. – Statement of Faith**

In life and in death I belong to God. My faith is based upon my commitment to Jesus Christ, the Son of God, as my Lord and Savior. Though I have often fallen short of God’s will for my life, I am a recipient of God’s grace and forgiveness through the sacrifice of Jesus. His life serves as a guide and example for my life. Jesus lived, died and was raised from the dead and offers the meaning for life for us all. His life of service calls us to service. His confrontation of arrogance and pride calls us to confront our own while seeking justice and peace in our world. His compassion for the broken meets our brokenness and inspires us to meet others with compassion and care as well. God is the creator of all that is. God is greater than our words and thoughts. When we speak of God we use symbols and stories that help us understand the incomprehensible. Our first source of revelation is the Holy Scriptures of the Old and New Testament. The great themes of these books offer us insights into the nature and will of God as well as God’s people’s understanding of how God has dealt with us over the centuries.

The Holy Spirit, coming from God the creator and the Son, works in our lives and our world to help us bear witness to the things God has done and to help us see what God is doing. In the Reformed tradition we have tried over the centuries to use words to share our understanding of God’s work in the world and our doctrine through the creeds and confessions. These are guides that remind us that God is still working in the world and that God is still reforming the church. The Spirit gives us direction when we are lost, forgiveness when we are guilty or ashamed, courage when we are afraid, faith when we are overwhelmed, healing when we are broken and hope when we are despairing even in the midst of death itself.

Nothing can separate us from the love of God. Thanks be to God!

### **Katherine Jackson – Biographic Information**

I was born into a Cumberland Presbyterian home with maternal grandparents who were active in their local congregation and the greater church, therefore, involvement in the church has always been a part of my life. We became PCUS when we moved, as there was not a Cumberland Presbyterian Church conveniently located near our home.

My childhood, youth, and young adult years were filled with Vacation Bible School, youth fellowship, Sunday School, worship, Montreat, synod and presbytery summer camps, presbytery youth council and General Assembly participation AND MOST IMPORTANTLY the disciples of Christ who were faithful, loving witnesses in these ministries.

My experiences in my formative years shaped my decision to attend a PCUS college where I began to explore a call to full-time Christian ministry. There a professor challenged me to consider ordained ministry.

After teaching in the public schools and working in a brokerage firm, I headed to Union Theological Seminary in Richmond, VA.

I have been blessed to serve a variety of congregations in VA, TN, and WV; where dedicated, caring Christians have assisted this pastor in growing in her faith while together we sought to minister in the community while searching for ways to share our faith beyond our local boundaries.

In all my pastoral experiences I have found myself heavily involved in youth work; a calling that I did not see myself doing, particularly into my grandparent years. Youth ministry has kept me young in heart and given me hope for the future of the denomination.

I appreciate our connectionism and our responsibility to serve the greater church whenever possible. I have enjoyed my service on various presbytery committees, as moderator of presbytery, as commissioner to synod and General Assembly.

I was able to experience a sabbatical during my last ministry and had a life changing trip to Ethiopia where I assisted in a presbytery sponsored annual mission of teaching English to high school students.

My family has always embraced the life of a pastor's family, with all its ups and down. My husband, Scott, of 25 years is a true partner in ministry. I could not do what I do without him. Our daughter, Amanda, and son-in-law, Frank, have given us a Perfectly Precious Pumpkin of a granddaughter, Winnie; and I will be glad to share MANY pictures, even if you do not ask. Our son, John Scott, currently serves in the United States Army.

### **Katherine Jackson – Statement of Faith**

I believe in a triune God that is experienced as Creator (Father), Redeemer (Son), and Sustainer (Holy Spirit). God has been and continues to be active throughout history, working out (his) purposes for creation.

God, the Creator, created the world good and humanity in (his) image. Sin has blurred that image. We deserve God's judgment, but in (his) love (he) seeks to redeem us through Jesus Christ.



Jesus of Nazareth is the long awaited for Messiah promised by God in the Old Testament. As God's only son, Jesus saved us from our sins by his sacrifice on the cross. Jesus was fully human and fully divine. Jesus was without sin even though he was tempted in every way like other humans. Jesus suffered and was crucified for our sin. He was raised from the dead delivering us to eternal life. Jesus' life showed us our responsibilities as believers: to feed the hungry, care for the outcast, give voice to the voiceless, preach the Good News, make disciples, and reconcile enemies.

The Holy Spirit continues to guide and empower believers, as (she) has done since the beginning of time. It is by the presence of the Spirit that we are given faith, enabled to pray, and share the Good News. The Holy Spirit gives to believers all the fruits of the Spirit and blesses believers with gifts of the Spirit.

We are called into a faith community with Jesus Christ as its Head.

The Body of Christ is not a monochrome painting, but a tapestry of diversity.

The Church has been given Scripture, the Old and New Testament. It is distinctive and reliable and becomes God's Word to us through the power of the Holy Spirit.

We have been given two sacraments, Baptism and The Lord's Supper.

In our baptisms we are reminded of the covenant given to us by God as we die to sin and are raised to new life in Jesus Christ. Baptism is a one-time event in which, by the Holy Spirit, we are adopted into the family of the Church.

At The Lord's Supper, God feeds (his) people for the journey. In this holy meal we remember Jesus's last meal with his disciples and the sharing of bread and wine at which time Jesus spoke of them as symbols of a new covenant. At the table we are reminded of Jesus' sacrifice and his promised return. We are one with fellow believers everywhere. We are empowered to move from the table to the world in service of our Savior.

There will be a final judgment. When that is to occur will be in God's time and we cannot predict the date. We are called to be prepared for Christ's second coming by doing God's will where we find ourselves. While we wait; we pray, study, worship, and witness in the world with Jesus Christ, assisting persons to discover the new life offered through our Savior.

### **J. David Roberts – Biographical Statement**

David grew up at Lafayette-Orinda PC, a large Presbyterian church in the San Francisco Bay Area. As a child he enjoyed Sunday School, VBS, and other children's programs, but was never a big fan of actually going to church! In middle school he began to take more interest in worship services as he began to sing in the children's choir and get involved in youth activities. In high school under the direction of a new youth minister, however, he really found his stride and his church home as a student leader, mission trip youth advisor, and actor in church musicals.

David attended UC San Diego for two years, and then transferred to Whitworth University to complete his Bachelor's in Religion and Philosophy in 2003. He earned his M. Div from Princeton Theological Seminary in 2007, also spending a field education year as parish associate for the Old Cumnock and Lugar churches in Cumnock, Scotland.

After graduation, David took his first call as Associate Pastor for Youth and Families at First Presbyterian Church in Greenville, NC. In 2010 he served at Black Mountain PC in North Carolina as interim youth director, before coming to his present call at First Presbyterian Church, Monroe LA as Co-Pastor in 2011. Following his colleague's departure in 2014, David became the Solo Pastor of the approximately 200 member church.

Some of David's interests include baseball (Go A's!), community theater, science fiction & fantasy film and literature, and singing/playing guitar. David met his wife Shonda in Monroe through a shared enjoyment of theater. They have both performed in several local productions in Monroe, but actually met after she saw him on stage playing the "Man in Chair" in *The Drowsy Chaperone*. They were married in 2013 and early in 2015 welcomed their daughter, Charlotte Irene, into the family.

David and his family now look forward to the new opportunity ahead of them at St. Andrew Presbyterian Church. Through interviews and conversations with the members of the APNC, he senses a shared call and passion for doing God's work of joyfully spreading the Good News. David is excited about helping all people, and especially those in the earlier developmental stages of faith, to find new and creative ways to grow as disciples of Jesus Christ. He believes "church" is a term in need of rescue these days from its common, and often negative, connotations. It should not refer to a building or a club or even a religious institution. It really means a community of believers supporting each other in following Jesus. To that effect, David asserts that "church" happens in many forms and many different places, and not always in a pew on Sunday morning. He is eager to help the people of God form those connections whenever and wherever possible.

### **J. David Roberts – Statement of Faith**

I believe in one God, the God of Abraham, the same God to whom Jesus of Nazareth prayed and addressed as his Father in heaven. God is the creator and foundation of all that is seen and unseen. God is omnipotent, omniscient, and omnipresent. God is constant, faithful, infinitely good, wise, loving, and just.

I believe God exists as Father, Son, and Holy Spirit, three persons who are one in substance and in will. These are not three separate gods, nor one God in multiple modes. The Trinity is a mystery beyond full comprehension, but remains our best attempt to describe God's own self-revelation through Scripture.

I believe Scripture reveals God's activity throughout history, and God's will for us in the present and the future. Over millennia, faithful prophets and servants of God, through the inspiration of the Holy Spirit, put words to the divine truths revealed to them. Scripture thus reliably teaches us who God is, who we are, what God has done for us, and what God would have us do in response.

I believe that sin now taints creation as a result of human rebellion against our Creator. Sin is not just specific action, but an active force that sabotages our relationship with God. It influences our thoughts and decisions, prevents our full obedience, and makes us enemies of the Lord. We can rely only on God's grace to overcome it.

I believe the Church belongs to God; it is God's own work for the purpose of extending grace to those who live in sin. Members of the Church worship Christ as Lord, and pursue his will of seeking the lost and sharing the good news of God's love and forgiveness. As a unified body of believers, the church is responsible for continuing Christ's work of healing, teaching, evangelism, and stewardship of God's gifts.

The Church administers the Sacraments of Baptism and the Lord's Supper to all who confess faith in Christ. Communion provides spiritual nourishment through recognition and remembrance of Christ's willing sacrifice on the cross. Baptism is a sign and seal, cleansing with water, signifying acceptance into God's family. It is appropriate both for new converts and for infants of believing parents, where it is a sign of God's promise to the child being raised in a community of faith.

I believe that all ministry ultimately belongs to God. God calls us as partners to minister to the world around us by sharing God's message and God's love with everyone, caring for their needs, pursuing just causes, instructing, correcting, praying for, and encouraging – spreading the gospel at all times. Every Christian is empowered by the Spirit to participate in some way.

The hope of the world is God's promise to bring all of Creation back to right relationship with God, to redeem this fallen world and remove all of sin's effects from it. This work is paradoxically completed in Christ, in his sacrifice on the cross and his victory over death, and yet still ongoing through the work of the Holy Spirit in the Church and in the faithful.

### **REPORT OF THE SESSION RECORDS WORK GROUP**

#### **INFORMATION:**

1. The Session Records Work Group continues to review past, as well as current Session Minutes. To date, members have reviewed 461 sets of 2002-05 Minutes, 122 sets of 2006 Minutes, 122 sets of 2007 Minutes, 117 sets of 2008 Minutes, 111 sets of 2009 Minutes, 105 sets of 2010 Minutes, 100 sets of 2011 Minutes, 96 sets of 2012 Minutes, 85 sets of 2013 Minutes, 71 sets of 2014 Minutes, and 4 sets of 2015 Minutes for a total of 1,394 sets of Session Minutes.
2. Please see the Addendum for the quarterly report showing the running record of minutes submitted for review.
3. Materials to assist Clerks of Session in their duties are available on-line through the Presbytery website at [www.peakspresbytery.org](http://www.peakspresbytery.org). Click on "Resources"; then click on "Forms & Documents"; then click on "Session Records" to view these materials.
4. The Work Group conducted a Session Records Workshop/Training Event January 16, at Bedford Presbyterian Church. Twenty-seven (27) individuals representing 21 churches (18 Clerks of Session, 6 ministers, and 3 guests) attended the workshop, along with 7

members of the Work Group, a special assistant, and two support staff.

5. The schedule for the **review of 2015 Session Minutes at Presbytery meetings in 2016** is as follows:
  - Churches whose name begins with **J-O** at the **February 13** Presbytery meeting
  - Churches whose name begins with **P-W** at the **May 5** Presbytery meeting
  - Churches whose name begins with **A-C** at the **August 20** Presbytery meeting
  - Churches whose name begins with **D-H** at the **November 17** Presbytery meeting
6. Churches that do not bring their 2015 Session Minutes to a Presbytery meeting are asked to send them, along with a completed “Session Records Review Form,” to Dave Hayes, Chair of the Session Records Work Group, Blacksburg Presbyterian Church, 701 Church Street, S.E., Blacksburg, VA 24060. Any questions concerning Session Minutes should be directed to Dave at 540-382-6649 or [davidlavhayes@gmail.com](mailto:davidlavhayes@gmail.com). **Churches should NOT send Minutes to the Presbytery Office!**
7. The churches listed below have Session Minutes and/or Session Records Review Forms that can be picked up at the Session Records table in the registration area on February 13:

Appomattox CH  
Douglas  
Meherrin  
New Concord  
Oak Level  
Unity

#### **ACTIONS REPORTED:**

1. The Work Group wishes to make its Annual Report to Presbytery, based on the *Book of Order* (G-3.0107 and G-3.0108).

As of January 21, the 71 churches listed below had submitted 2014 Session Minutes for review. Each church submitting 2014 Session Minutes for review in 2015 received a certificate of appreciation. The 8 churches in bold marked by an asterisk (\*) received a gold seal on the certificate for submitting minutes that were “Approved Without Exception.”

<b>*Altavista</b>	Amherst	Appomattox CH
Beale Memorial	Belmont	Belspring
Berry Hill	Blacksburg	<b>* Bluemont</b>
Browns	Buchanan	Buffalo
<b>*Christiansburg</b>	College	Covenant, Lynchburg
Covenant, Roanoke	Covington, First	Cumberland
Danville, First	<b>*Diamond Hill</b>	Douglas
Elon	<b>*Fairlawn</b>	Falling Spring, Glasgow
Farmville	Fifth Avenue	Floyd
Forest	Forest Hills	Glasgow
Grace	Green Ridge	Hermon
Kayser Memorial	Low Moor	Lynchburg, First
Madisonville	Mallow	Martinsville, First

Mary Horner Walker	Mayberry	McAllister Memorial
Mizpah	Mount Carmel	New Concord
New Dublin	Northminster, MH	Northminster, Roanoke
Northside	Oak Level	Oak View
Old Concord	Peaks	<b>*Pearisburg</b>
Pulaski, First	Quaker Memorial	<b>*Radford</b>
Roanoke, Second	Roanoke Valley	Rocky Mount
Rough Creek	Rustburg	Saint Andrew
Salem	South Boston, First	Trinity Ecumen. Parish
Unity	Virginia	West End
Westminster	<b>*Williamson Memorial</b>	

As of January 21, 54 churches had not submitted their 2014 Session Minutes for review.

Appomattox PE	Arvon	Bedford
Bethlehem	Briery	Brookneal
Campbell Memorial	Chatham	Clarksville
Clifton Forge	Collinsville, First	Colonial
Concord	Cool Spring	Coolwell
Danube	Davis Memorial	Drakes Branch
Dublin	Falling Spring, Hot Springs	Fellowship
Fincastle	Fork Union	Gethsemane
Glen Wilton	Harmony	Hat Creek
High Bridge	Holbrook Street	Holmes Memorial
Jamestown	Kentuck	Massies Mill
Matthews Memorial	Maysville	Meherrin
Memorial	Mercy Seat	Montvale
Narrows, First	New Store	Old Brick
Peace	Phenix	Pisgah
Providence	Raleigh Court	Roanoke
Shelton Memorial	Sinking Spring	Trinity, Arvonnia
Trinity, Ridgeway	Village	Villamont

### **RECOMMENDATION OF THE POP MODERATOR**

1. That the following persons be elected to serve on the Stated Clerk Nominating Committee:

John Erb, RE, Altavista	Joe McCutchen, HR
Aubrey Fane, RE, Gethsemane	Gary Scheidt, HR
Jane Johnson, TE, Grace	Allison Unroe, TE, Fairlawn
Skip Martin, RE, First Pulaski	

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

#### **ACTIONS REPORTED:**

1. Revised the Professional Expense Policy regarding use of Presbytery credit cards.
2. Approved employment of a part-time (up to 19 hours per week) clerical position.

**RECOMMENDATIONS:**

1. The Committee on Administration recommends the Presbytery approve General Presbyter position be changed from three-quarter time to full time effective January 1, 2016. **APPROVED**
2. Approved the following Terms of Call for Presbytery Staff: **APPROVED**

	<b>2016</b>	<b>2016</b>	<b>2016</b>	<b>Total</b>	<b>BOP</b>	<b>Prof</b>	<b>Cont</b>	
<b><u>Name</u></b>	<b><u>Salary</u></b>	<b><u>SECA</u></b>	<b><u>Housing</u></b>	<b><u>Salary</u></b>	<b><u>Total</u></b>	<b><u>Exp</u></b>	<b><u>Ed</u></b>	<b>Total</b>
Dawson,Nancy	37,785	6,857	45,000	89,642	31,017	10,000	1,200	131,859
Binder, Jeff	22,224	4,326	30,000	56,550	19,062	5,000	1,200	81,812
Earl, Steve	31,304	4,582	24,000	59,886	20,186	8,000	1,200	89,272

3. Adopt 2016 Presbytery Budget as it appears on the following two pages.  
**APPROVED**

**Presbytery of the Peaks  
Preliminary Budget**

	<b>YTD</b>	<b>Budget</b>	<b>Proposed</b>
	<b>Exp</b>	<b>2015</b>	<b>Budget</b>
<b>Income</b>			
Designated Acct Budget Funding	139,580	291,890	300,600
Office Reserve Funds	58,258		
Mission Payments from Dismissed Churches	42,855	0	26,734
Outdoor Education	10,922	14,400	15,000
Synod Accounts	11,456	11,089	11,404
GA Unified & Per Capita	112,105	124,530	118,303
Presbytery Unified Giving	454,792	444,381	410,293
Investment Income	89		
Miscellaneous Receipts	954		
<b>Total Income</b>	<b>831,010</b>	<b>886,290</b>	<b>882,334</b>
<b>Expense</b>			
<b>Cabinet Expense</b>			
Division Expense	10,692	6,100	3,000
Moderator Expenses	1,488	1,300	1,400
Communications Expense	3,396	3,000	3,000
Presbytery Meeting Expense	2,234	5,000	3,000
Nominating Committee	61	400	300
Black Caucus	1,000	1,000	1,000
Workgroup Expense	519	1,000	2,500
PRT Team Expenses	705	1,000	3,500
Committee on Representation	0	50	50
<b>Total Cabinet Expense</b>	<b>20,095</b>	<b>18,850</b>	<b>17,750</b>
<b>Committee on Administration</b>			
Division Expenses	764	650	500
Office Expenses	46,013	50,672	46,608
Presby Office Equipment	2,593	3,600	2,000
Audit Expense	9,270	9,600	9,200
GP Expense	101,392	101,895	131,860
AP Expense	88,951	89,272	89,272
Stated Clerk Expenses	18,792	15,088	15,088
Mission Resource	3,054	3,054	3,054
Administrative Support Staff	59,849	59,837	59,837
Administrative Support/PT			10,635
Accountant	52,709	52,816	52,815
Office Staff Expenses	9,881	18,650	518
Youth & Young Adult Associate	81,521	81,812	81,812
<b>Total Division of Administration</b>	<b>474,788</b>	<b>486,946</b>	<b>503,199</b>
<b>Committee on Ministry</b>			
Committee Expenses	4,766	4,525	4,545
Calls & Pensions	0	300	290
Leadership WG	0	1,500	
Counseling & Crisis Support	1,622	5,200	4,200
Congregations in Transition	899	2,700	1,800
Small Church Residency	5,093	3,000	5,000
Scholarships/Debt Reduction Grants	0		800
Sexual Misconduct Committee		1,000	650
Session Records Workgroup	168	500	300

	YTD	Budget	Proposed
	Exp	2015	Budget
<b>Total Committee on Ministry</b>	<b>12,547</b>	<b>18,725</b>	<b>17,585</b>
<b>Committee on Preparation for Ministry</b>			
Committee Expenses	94	1,000	1,195
Scholarships/Testing	135	8,600	8,400
<b>Total Committee on Prep. For Ministry</b>	<b>229</b>	<b>9,600</b>	<b>9,595</b>
<b>Church Development</b>			
Committee Expenses	321	2,000	600
Congregation Training & Support	0	1,500	1,500
Small Church Workgroup	0	1,500	5,000
Evangelism Workgroup	1,200	1,500	1,500
New Worshipping Community WG	1,000	1,500	1,500
Partnership w/Congregations	13,500	9,000	6,050
<b>Total Church Development</b>	<b>16,021</b>	<b>17,000</b>	<b>16,150</b>
<b>Missions Committee</b>			
Division Expenses	401	200	200
Education and Training	300	500	500
Community Outreach Grants	43,875	45,000	43,500
Mission Trip Scholarships	5,800	6,000	4,915
CEDEPCA	30,000	30,000	28,500
<b>Total Cooperative Missions</b>	<b>80,376</b>	<b>81,700</b>	<b>77,615</b>
<b>Leadership Committee</b>			
Leadership Development WG	0	100	150
Commissioned Ruling Elder WG	53	500	500
Teaching Elder Leadership	240		4,000
Ruling Elder Leadership	694	5,900	
GA Orientation	0	0	250
Minister Orientation	0	250	250
Session Training	67	750	750
<b>Total Leadership Committee</b>	<b>1,054</b>	<b>7,500</b>	<b>5,900</b>
<b>Discipleship Committee</b>			
Discipleship Committee Expense	161	100	95
Christian Ed & Resource Center WG	1,091	3,640	3,458
Youth & Young Adult WG	8,795	11,240	10,678
Higher Education Grants	56,288	58,850	55,908
Outdoor Education WG	36,233	36,520	34,694
<b>Total Discipleship Committee</b>	<b>102,568</b>	<b>110,350</b>	<b>104,833</b>
<b>Synod Unified &amp; Per Capita</b>	<b>10,359</b>	<b>11,089</b>	<b>11,404</b>
<b>GA Unified &amp; Per Capita Giving</b>	<b>113,201</b>	<b>124,530</b>	<b>118,303</b>
<b>Total Expense</b>	<b>831,010</b>	<b>886,290</b>	<b>882,334</b>



**The Presbytery of the Peaks**  
**Financial Position**  
**12/31/2014 & 12/31/2015**

	<u>2014</u>	<u>2015</u>
<b>Beginning Balance</b>	<b>\$ 268,682.81</b>	<b>\$ 142,560.60</b>
<i>Add Receipts:</i>		
YTD Mission Receipts for GA, Synod, & Presbytery		
Covenants of Intents (Includes Unified & Per Capita)	592,177.42	578,352.52
Selected Giving, GA, Synod causes	116,907.08	128,201.22
Other Selected Gifts (excludes 2Cts, C A Partnership)	49,017.63	82,020.18
Fifth Sunday Offering (See also page 2)		
Camp Income	11,209.55	10,922.00
Income from Presbytery Designated Funds	81,000.00	139,580.00
Interest Income	82.04	89.02
Current Assets less Liabilities	0.00	0.00
Miscellaneous Income	14,472.07	953.62
Unrealized gain/loss on operating reserve		
Transfer Accounts	0.00	0.00
<b>Total Receipts</b>	<b>864,865.79</b>	<b>940,118.56</b>
<i>Less Disbursements:</i>		
Mission Funds to General Assembly	230,672.09	233,004.06
Mission Funds to Synod	23,981.67	18,757.88
Other In/Out Mission Funds Forwarded	49,017.63	82,020.18
Presbytery	687,316.61	707,708.78
<b>Total Disbursements</b>	<b>990,988.00</b>	<b>1,041,490.90</b>
<b>Cash Balance 12/31/2014 &amp; 12/31/2015</b>	<b><u>\$ 142,560.60</u></b>	<b><u>\$ 41,188.26</u></b>

**Presbytery of the Peaks**  
**Income & Expense**  
**12/31/2015**

	<u><b>Current Month</b></u>	<u><b>YTD</b></u>	<u><b>Budget</b></u>
<b>Income</b>			
Covenants of Intent	131,681.27	578,352.52	580,000
Camp Income	127.00	10,922.00	14,400
Designated Account Funding Transfers	39,580.00	139,580.00	291,890
Miscellaneous	959.25	1,042.64	
<b>Total Income</b>	<b>172,347.52</b>	<b>729,897.16</b>	<b>886,290</b>
<b>Cabinet</b>			
Cabinet Expense	2.43	957.51	3,100
Moderator Expenses		1,487.54	1,300
Communications Expense		3,395.92	3,000
Presbytery Meeting Expense		2,234.07	5,000
Nominating Committee	0.21	61.40	400
Black Caucus	249.46	1,000.00	1,000
Workgroup Expense		518.50	1,000
PRT Expenses	11.70	705.41	1,000
Presbytery Legal Expense	382.00	9,734.67	3,000
Committee on Representation			50
<b>Total Cabinet Expense</b>	<b>645.80</b>	<b>20,095.02</b>	<b>18,850</b>
<b>Committee on Administration</b>			
COA Expenses	51.12	764.41	650
Office Expenses	4,691.09	46,042.69	50,672
Presby Office Equipment	802.32	2,592.62	3,600
Audit Expense		9,270.00	9,600
GP Expense	8,950.00	101,391.52	101,895
Associate for Ministry	7,198.67	88,951.49	88,498
Stated Clerk Expenses	1,063.97	18,791.88	15,088
Mission Resource Expenses	224.81	3,053.84	3,054
Administrative Support Staff	4,999.08	59,849.06	59,837
Accountant	4,257.82	52,708.73	52,816
Associate for Youth and Young Adults	7,035.42	81,521.45	81,812
Office Staff Expenses	857.77	9,880.68	19,424
<b>Total Committee on Administration</b>	<b>40,132.07</b>	<b>474,818.37</b>	<b>486,946</b>
<b>Committee on Ministry</b>			
Committee Expenses	444.44	4,765.60	4,525
Calls & Pensions Workgroup			300
Congregations in Transition		899.07	2,700
Counseling & Crisis Support	493.11	1,622.26	5,200
Leadership WG			1,500
Small Church Residency	92.63	5,092.63	3,000
Sexual Misconduct Committee			1,000

	<u>Month</u>	<u>YTD</u>	<u>Budget</u>
Session Records Workgroup		167.67	500
COPM		229.38	9,600
<b>Total Committee on Ministry</b>	<b>1,030.18</b>	<b>12,776.61</b>	<b>28,325</b>
<b>Committee on Church Development</b>			
Committee Expenses		321.25	2,000
Congregation Training & Support			1,500
Small Church WG			1,500
Evangelism Workgroup		1,200.00	1,500
New Worshipping Community WG		1,000.00	1,500
Partnership w/Congregations	5,333.33	13,500.00	9,000
<b>Total Committee on Church Development</b>	<b>5,333.33</b>	<b>16,021.25</b>	<b>17,000</b>
<b>Missions Committee</b>			
Mission Committee Expenses	169.59	401.16	200
Education and Training		300.00	500
Community Outreach Grants	10,750.00	43,875.00	45,000
Mission Trip Scholarships	2,000.00	5,800.00	6,000
CEDEPCA	18,875.72	30,000.00	30,000
<b>Total Missions Committee</b>	<b>31,795.31</b>	<b>80,376.16</b>	<b>81,700</b>
<b>Committee on Discipleship</b>			
Discipleship Committee Expenses		160.82	100
Christian Ed & Res Ctr Wrkgrp	11.99	1,090.56	3,640
Youth & Young Adult Wrkgrp	2,403.36	8,795.10	11,240
Outdoor Education Wrkgrp	298.82	36,233.50	36,520
Higher Education Expenses	13,552.50	56,287.73	58,850
<b>Total Committee on Discipleship</b>	<b>16,266.67</b>	<b>102,567.71</b>	<b>110,350</b>
<b>Committee on Leadership</b>			
Leadership Development WG		0.15	100
CRE Workgroup		52.77	500
Ruling Elder Leadership	240.00	933.88	5,900
GA Orientation			
Minister Orientation			250
Session Training		66.86	750
<b>Total Committee on Leadership</b>	<b>240.00</b>	<b>1,053.66</b>	<b>7,500</b>
<b>Synod Unified &amp; Per Capita</b>	<b>1,873.25</b>	<b>10,359.25</b>	<b>11,089</b>
<b>GA Unified &amp; Per Capita Giving</b>	<b>24,646.47</b>	<b>113,201.47</b>	<b>124,530</b>
<b>Total Presbytery Expenses</b>	<b><u>121,963.08</u></b>	<b><u>831,269.50</u></b>	<b><u>886,290</u></b>

**The Presbytery of the Peaks  
Cash Flow Analysis**

<u>Year</u>		<u>Prior Yr</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>Year to Date</u>	<u>Budget</u>
<b>2015</b>	<i>Contributions</i>		92,833.56	132,130.74	147,062.98	60,633.05	24,881.81	132,767.52	590,309.66	99.31%
	<i>Expenses</i>		154,559.43	210,498.83	215,797.33	77,385.03	51,065.80	121,963.08	831,269.50	93.79%
	<i>Variance</i>		(61,725.87)	(78,368.09)	(68,734.35)	(16,751.98)	(26,183.99)	10,804.44	(240,959.84)	
<b>2014</b>	<i>Contributions</i>		119,313.22	122,846.11	153,988.31	70,120.25	41,053.53	124,991.40	632,312.82	94.49%
	<i>Expenses</i>		150,825.68	211,156.56	212,927.68	63,898.27	62,613.96	123,471.53	824,893.68	93.24%
	<i>Variance</i>		(31,512.46)	(88,310.45)	(58,939.37)	6,221.98	(21,560.43)	1,519.87	(192,580.86)	
<b>2013</b>	<i>Contributions</i>	18,530.59	89,452.31	135,636.92	149,294.48	71,106.36	41,983.77	162,308.25	668,312.68	95.47%
	<i>Expenses</i>		161,996.35	203,911.71	191,457.42	79,108.65	55,495.90	114,700.69	806,670.72	94.49%
	<i>Variance</i>		(72,544.04)	(68,274.79)	(42,162.94)	(8,002.29)	(13,512.13)	47,607.56	(138,358.04)	
<b>2012</b>	<i>Contributions</i>	7,669.27	125,086.03	130,368.70	171,739.28	63,125.25	51,697.37	155,843.16	705,529.06	97.31%
	<i>Expenses</i>		141,276.18	152,516.94	185,128.65	46,281.92	66,394.55	140,032.69	731,630.93	87.11%
	<i>Variance</i>		(16,190.15)	(22,148.24)	(13,389.37)	16,843.33	(14,697.18)	15,810.47	(26,101.87)	

**The Presbytery of the Peaks**  
**Summary of Designated Accounts**  
**12/31/2015**

	<u>Book Value</u> <u>1/1/2015</u>	<u>Market Value</u> <u>1/1/2015</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Unrealized</u> <u>Gain/(Loss)</u>	<u>Market Value</u> <u>12/31/2015</u>	<u>Book Value</u> <u>12/31/2015</u>
<b>Leadership Funds</b>	465,321.42	586,753.62	20,321.82	1,000.00	(24,250.56)	581,824.88	484,643.24
<b>Church Development Funds</b>							
<i>New Church Ministries</i>	971,193.56	1,125,352.90	35,807.83	-	(40,192.94)	1,120,967.79	1,007,001.39
<i>Church Development</i>	802,203.08	957,515.37	29,998.49	15,000.00	(34,194.60)	938,319.26	817,201.57
<b>Youth and Young Adult Ministries Funds</b>	1,947,867.50	2,074,326.81	318,814.31	123,580.00	(66,201.14)	2,203,359.98	2,143,101.81
<b>Committee on Ministry Funds</b>							
Peaks Crisis Fund	1,496.70	1,496.70	0.72			1,497.42	1,497.42
Burke Memorial Fund	52,975.84	49,659.27	1,763.12	3,500.00		47,922.39	51,238.96
<b>COPM Funds</b>							
Morris Charitable Trust	40,826.96	49,738.43	5,924.12	-	(954.91)	54,707.64	46,751.08
	3.20	3.20	18,791.41	4,698.00		14,096.61	14,096.61
<b>Presbytery Funds</b>	281,326.51	302,904.13	9,292.60	576.07	(8,472.92)	303,147.74	290,043.04
<b>Cooperative Missions Funds</b>							
Peacemaking (Presbytery Share)	10266.01	10,266.01	1,862.78	5,700.00		6,428.79	6,428.79
Travel/Study Scholarship	482.89	482.89	220.10			702.99	702.99
2 Cents A Meal	80,998.42	80,998.42	99,926.66	104,811.17		76,113.91	76,113.91
CEDEPCA Bible & Seed Fund							
<b>Transfer Accounts</b>	106,817.49	106,817.49	100,465.35	29,313.74		177,969.10	177,969.10
<b>Total Designated Accounts</b>	<u>4,761,779.58</u>	<u>5,346,315.24</u>	<u>643,189.31</u>	<u>288,178.98</u>	<u>(174,267.07)</u>	<u>5,527,058.50</u>	<u>5,116,789.91</u>
<b>H. Trustees</b>	798,696.02	1,069,131.51	47,247.08	24,515.14	(42,485.49)	1,049,377.96	821,427.96
<b>Cash Balance</b>	<u>5,560,475.60</u>	<u>6,505,189.65</u>	<u>690,436.39</u>	<u>312,694.12</u>	<u>(216,752.56)</u>	<u>6,666,179.36</u>	<u>5,938,217.87</u>

## REPORT OF THE CABINET

### INFORMATION:

1. Cabinet reviewed the schedule for cabinet and presbytery's meetings for 2016 as follows:

#### Presbytery Meetings

Saturday, February 13	St. Andrew (Snow date of Saturday, February 20)
Thursday, May 5	Trinity Ecumenical Parish
Saturday August 20	TBD
Thursday, November 17	Christiansburg

#### Cabinet Meetings

Thursday, January 14  
Thursday April 7  
Thursday July 21  
Thursday, October 20

#### Presbytery Packet Reports Due

Thursday, January 21  
Thursday, April 14  
Thursday, July 28  
Thursday, October 27

2. The schedule for incorporating the theme of the Great Ends of the Church into our presbytery meetings is to be as follows:  
February - The Proclamation of the gospel for the salvation of humankind  
May - Shelter, nurture and spiritual fellowship of the children of God  
August - Maintenance of divine worship and preservation of the truth  
November - Promotion of social righteousness and exhibition of the Kingdom of Heaven to the world
3. Cabinet Chair Margie Anderson reminded members of Cabinet of the responsibility of Cabinet to nominate persons to serve on the Nominating Committee. Currently there are only five out of twelve positions filled. ***Anyone interested in serving on the nominating committee please contact Margie Anderson, Chair of Cabinet or Nancy Dawson, GP.***

### ACTIONS REPORTED:

1. Gary Scheidt, HR was elected Vice-Chair of Cabinet for 2016.
2. Approved Docket for POP Meeting at St. Andrew on February 13, 2016
3. Divided members into two workgroups: Worship and Education with responsibilities for planning POP meetings

### RECOMMENDATIONS:

1. Approve serving of communion during 2016 for the following: the Youth Council and Youth Retreats, Presbyterian Women, Pilgrimage, and the Cabinet. **APPROVED IN CONSENT AGENDA**
2. That the POP appoint a Task Force comprised of representatives from the Program Committees, Committee on Administration, Trustees and Cabinet to recommend to the Presbytery by Saturday, August 20 2016 the use of property settlement resources the Presbytery will received from dismissed churches. **APPROVED**
3. To approve the following nominees to serve on this Task Force:

Committee on Ministry: Christy Miles, TE, Westminster Canterbury and Howard Jennings, RE Quaker and Chair of COM

Church Development Committee: Morgan Whitfield TE, Forest and Steve Willis, TE, Westminster PC

Leadership Committee: Suzy Edwards, Certified Ruling Elder, Quaker and Forest Truitt, RE, First Martinsville

Discipleship Committee: Joe McCutchen, HR and Kathleen Lifsey, RE First, Lynchburg

Mission Committee: Nancy Alexander, Blacksburg and Kathy Carpenter, Northside

Cabinet: George Wilson, HR and Will Robinson, TE, Salem

Committee on Administration: John Fedison, RE, Chair of Task Force

Trustees: John Lanier, RE, Quaker

The Nominees were **APPROVED**

## **STATED CLERK'S REPORT**

Moderator, Sisters and Brothers of the Faith:

The Minutes of the One-hundred-sixth Stated Meeting of the Presbytery of the Peaks (October 22, 2015) are currently available online at [peakspresbytery.org](http://peakspresbytery.org).

### **ACTIONS REPORTED (CORRESPONDENCE):**

1. **Report of the Commission** to Ordain as Minister of Word and Sacrament (Teaching Elder) Matthew Bowman and Install him as Pastor of the Maysville Presbyterian Church of Buckingham, VA, and the New Store Presbyterian Church of Dillwyn, VA, meeting at the Maysville Presbyterian Church, on Sunday, November 1, 2015, at 3:00 p.m.

#### **Teaching Elders**

Stephen Earl, Moderator  
Dale Brown  
Joe McCutchen

#### **Ruling Elders**

Ginny Fedison, Clerk (Appomattox CH)  
Terry Harris (New Store)  
Paul Lewis (Maysville)

#### **Invited to Sit with the Commission**

Margaret Thomas (RE Maysville)  
Beth Bowman (RE Evergreen PC, Memphis, TN)

#### **Ruling Elders Representing Their Congregation**

Harlan Austin (Maysville)	Earnest Bowling (New Store)
Lawrence Kidd (New Store)	Becky Bowling (New Store)
Don Williams (Maysville)	J. R. Snoddy III
Vicki Williams (Maysville)	Thomas B. Wall, Jr. (Buckingham)
Luther C. Thomas (Maysville)	Walter E. Saxon (Maysville)
Jennifer Spears (Maysville)	Jim Stuart (Maysville)
Craig McPherson (Maysville)	Lincoln Montgomery-Rodgers (Maysville)
Paul Louis (Maysville)	Terry Harris (New Store)

#### **Other Teaching Elders**

William Thompson

#### **The Act of Ordination and Installation**

Sermon: Joe McCutchen  
Title: "We Would See Jesus"  
Scripture: John 12: 20-26

#### **Propounding the Constitutional Questions**

To the Teaching Elder: Stephen Earl  
To the Congregation: Terry Harris  
Charge to the Teaching Elder: Ginny Fedison  
Charge to the Congregation: Dale Brown  
Benediction: Rev. Matthew A. Bowman

2. **Report of the Commission** to Install Christy Lee Mitchell as Pastor of Diamond Hill Presbyterian Church, Brookneal, VA, on Sunday, November 15, 2015, at 3:00 p.m., the Commission noting that Ms. Mitchell was ordained as Minister of Word and Sacrament (Teaching Elder) at our request by the Presbytery of Cincinnati on November 7, 2015.

#### **Teaching Elders**

Stephen Earl, Moderator  
Kristin Reinhold  
David Gellert

#### **Ruling Elders**

Gary Brown, Clerk (Diamond Hill)  
Pix Mahler (Westminster)  
Ronald Coleman (Altavista)

### Ruling Elders Representing Their Congregation

Carisa Beason (Diamond Hill)	Gwen Mosebrook (Diamond Hill)
Frances . . . . . (Diamond Hill)	Bruce Mose (Diamond Hill)
Kay Guthrie (Diamond Hill)	Keith Maxey (Diamond Hill)
Jeny Guthrie (Diamond Hill)	Zora Mosebrook (Diamond Hill)
Joy Martin (Diamond Hill)	Raymond Mosebrook (Diamond Hill)
Wm. A. Hankla, Jr. (Diamond Hill)	David M. Maxey, Jr.
Susan Maxey (Diamond Hill)	Faye Mathews (Diamond Hill)
Lisa Dawson (Diamond Hill)	
Sammy Dawson (Diamond Hill)	

### The Act of Installation

Sermon:	David Gellert
Title:	“Intentional Acts of Kindness”
Scripture:	John 11: 17-23, 38-44

### Propounding the Constitutional Questions

To the Teaching Elder: Stephen Earl  
To the Congregation: Gary Brown  
Charge to the Teaching Elder: Pix Mahler  
Charge to the Congregation: Kristin Reinhold  
Benediction: Rev. Christy Lee Mitchell

### **RECOMMENDATIONS:**

1. That the minutes of the One-hundred-sixth Stated Meeting of the Presbytery of the Peaks (October 22, 2015) as reviewed by those persons designated by the Standing Rules, be approved. **APPROVED IN CONSENT AGENDA**
2. That motions be reduced to writing and sent to the clerks’ table before discussion. **APPROVED IN CONSENT AGENDA**
3. That all committee reports be received. **APPROVED IN CONSENT AGENDA**
4. That the Commissions to Ordain and Install Matthew Bowman and Install Christy Mitchell be dismissed with heartfelt thanks. **APPROVED IN CONSENT AGENDA**
5. That Alice Smith be approved as Recording Clerk for Presbytery Meetings for 2016. **APPROVED IN CONSENT AGENDA**

### **INFORMATION:**

Necrology of Ruling Elders and Christian Educators 2015 Recognized During Presbytery Worship		
Name	Church	Date of Death
Murrell Routon	Altavista Presbyterian Church	5/19/2015
G. Russell Miller	Appomattox CH Presbyterian Church	1/15/2015
Dorothy Fedison	Appomattox CH Presbyterian Church	8/5/2015
Nancy Arthur	Belmont Presbyterian Church	3/15/2015
Sydnore Hutchinson Moberg	Blacksburg Presbyterian Church	3/11/2015



Alvah Theodore Leighton, Jr.	Blacksburg Presbyterian Church	3/11/2015
Clark Goyer Webb	Blacksburg Presbyterian Church	7/26/2015
Ann Daingerfield Hart	Christiansburg Presbyterian Church	1/2/2015
Richard David Walker	Christiansburg Presbyterian Church	2/12/2015
Donald Harris	Covenant Presbyterian - Lynchburg	5/28/2015
Robert Joseph Oertel	Cumberland Presbyterian Church	11/11/2015
Lydia Pettus	Drakes Branch Presbyterian Church	8/11/2015
Martha Crawford	Falling Spring Presbyterian Church, AC	8/2/2015
Carl A Tolley	Falling Spring Presbyterian Church, RC	1/21/2015
Sally A. Eads	Fincastle Presbyterian Church	7/11/2015
Patricia "Pat" Simmons	Fincastle Presbyterian Church	8/17/2015
Warren D. Neal	First Presbyterian Church, Danville	6/30/2015
Guy "Kaye" Johnson	First Presbyterian Church, Covington	12/19/2015
William F. Franck	First Presbyterian Church, Martinsville	3/18/2015
Jean S. Linker	First Presbyterian Church, Martinsville	5/26/2015
William B. Peterson	First Presbyterian Church, Martinsville	9/17/2015
Suzanne Lee	First Presbyterian, Roanoke	11/24/2015
Jack F. Hankins	Forest Hills Presbyterian Church	4/20/2015
Nancy Boatwright Moss	Maysville Presbyterian Church	9/14/2015
Roy "Buck" Arritt, Jr.	McAllister Memorial Presbyterian Church	5/12/2015
Norwood B. Tingler	McAllister Memorial Presbyterian Church	5/15/2015
Clyde H. Landis, Jr.	McAllister Memorial Presbyterian Church	6/26/2015
Russell Dean Andrews	McAllister Memorial Presbyterian Church	7/16/2016
Carol L. Ayers	McAllister Memorial Presbyterian Church	1/30/2015
Delilah H. Ervin	McAllister Memorial Presbyterian Church	11/4/2015
Helen J. Scott	McAllister Memorial Presbyterian Church	2/20/2015
William Brown	Memorial Presbyterian Church	1/13/2015
Addie Jennings	Memorial Presbyterian Church	1/18/2015
Doris Ferguson	Memorial Presbyterian Church	1/31/2015
Daniel C. Bell	New Dublin Presbyterian Church	2/18/2015
Thomas "Bud" Walsh	New Dublin Presbyterian Church	4/4/2015
Edward Barger	Northminster Presbyterian Church, Rke	1/19/2015
W. Al James	Northminster Presbyterian Church, Rke	2/26/2015
Robert Simpson	Northminster Presbyterian Church, Rke	5/25/2015
Peggy Walker	Northminster Presbyterian Church, Rke	7/7/2015
Nancy Dye	Northminster Presbyterian Church, Rke	11/28/2015
Orville Ruid	Peace Presbyterian Church	1/1/2015
Norma Jean Meyers	Peace Presbyterian Church	5/31/2015
Harold E. Wilhelm	Peace Presbyterian Church	9/13/2015
Dusty Colleen Garland Cane	Pearisburg Presbyterian Church	7/27/2015
Warren L. Shelor	Presbyterian Church of Floyd	6/8/2015
Tom Hensley	Presbyterian Church of Floyd	7/24/2015

Eric Fendley	Presbyterian Church of Floyd	12/28/2015
Sara C. Dabney	Raleigh Court Presbyterian Church	3/28/2015
John Boyle	Second Presbyterian Church	12/31/2015
Margaret Morris	Second Presbyterian Church	7/5/2015
Jack Shaver	Second Presbyterian Church	9/4/2015
Louis Showalter Jr.	Second Presbyterian Church	8/16/2015
Bernice Stair	Second Presbyterian Church	1/11/2015
Pauline Deacon	Virginia Presbyterian Church - Buchanan	7/16/2015
Samuel Dale	Virginia Presbyterian Church - Buchanan	8/16/2015
Eldridge "Rick" Newcomb	West End Presbyterian Church	7/17/2015

**Necrology of Teaching Elders 2015**  
**Recognized During Presbytery Worship**

<u>Name</u>	<u>Date of Death</u>
Thomas C. Clay	7/17/2015
William P. Honeywell	7/19/2015
David J. Kilpatrick	6/20/2015
Collier S. Harvey	9/29/2015

**Report on Attendance and Absence**

**P=Present; E=Excused; A=Absent; T=Transferred; D=Deceased**

Active Minister Name		Status	Feb	May	July	Oct
George	Anderson	Active	P	P	A	P
Jeff	Binder	Active	P	P	P	P
Philip	Bouknight	Active	P	P	P	P
Paul	Brokaw	Active	P	A	P	A
Dale	Brown	Active	P	P	P	P
Kathy	Carpenter	Active	P	P	A	E
Stewart	Childress	Active	P	A	P	E
Janet	Chisom	Active	P	P	E	A
Kenneth	Chorle	Active	P	P	P	A
Steve	Darr	Active	A	A	A	A
Nancy	Dawson	Active	P	P	P	P
David	Dickerson	Active	P	P	E	P
Linda	Dickerson	Active	P	P	P	P
Stephen	Earl	Active	P	P	P	P
Bart	Edwards	Active	P	E	E	E
David	Etheridge	Active	P	P	P	P
Robert	Fiedler	Active	P	E	P	P
Michael	Fleenor	Active	A	P	A	A
Tupper	Garden	Active	E	P	A	A
Matthew	Gaventa	Active	P	P	E	P
Marina	Gopadze	Active	P	P	P	P
Jason	Grimes	Active	P	P	E	P

Active Minister Name		Status	Feb	May	July	Oct
Robert	Hall	Active	A	A	A	A
Richard	Hamm	Active	A	A	A	A
Michael	Hickman	Active	A	A	A	A
Mark	Hinchcliff	Active	P	P	P	A
Fred	Holbrook	Active	P	P	E	P
Geoff	Hubbard	Active	P	E	P	P
Kim	Jeffreys	Active	P	P	E	P
Ronald	Johnson	Active	A	P	A	P
Paul	Johnson	Active	P	P	A	P
Jane	Johnson	Active	E	P	A	E
Andy	King	Active	P	P	E	E
Russell	Lee	Active	P	A	A	P
Elizabeth	Link	Active	E	P	P	P
Jamie	Lloyd	Active	E	P	P	N/A
Bradley	Long	Active	E	P	P	P
John	Losee	Active	A	A	A	A
Iain	Maclean	Active	P	E	P	A
Don	Makin	Active	P	E	P	E
Gary	Marshall	Active	E	P	E	P
Lisa	Marshall	Active	P	E	E	P
Sarah J	Martin	Active	A	A	P	A
Robert	McLavey	Active	n/a	n/a	P	P
Melissa	McNair-King	Active	P	P	E	P
Ed	Melvin	Active	P	P	E	P
Amy	Merrill Willis	Active	P	P	A	A
Russ	Merritt	Active	E	E	P	A
Kristine	Miles	Active	P	A	A	P
Emily	Miller	Active	A	A	A	A
Monte	Mitchell	Active	P	P	P	E
Loren	Mitchell	Active	P	E	P	P
James	Moss	Active	P	P	P	E
Jeff	Porter	Active	P	P	P	P
Mikel	Pugh	Active	P	P	P	P
Kristen	Reinhold	Active	n/a	P	P	P
Tom	Robinson	Active	E	P	A	P
Will	Robinson	Active	P	P	E	P
John	Salley	Active	A	E	P	P
John	Scholer	Active	E	P	P	E
Jim	Slate	Active	P	P	E	P
Bart	Smith	Active	P	T	T	T
Elizabeth	Smith	Active	P	A	T	T
James	Smith	Active	P	E	P	P
Bob	Smith	Active	P	P	P	P

Active Minister Name		Status	Feb	May	July	Oct
Kim	Steinhorst	Active	P	P	E	P
Paul N	Sydnor	Active	A	A	A	A
Catherine	Taylor	Active	E	P	P	P
Ginny	Taylor-Troutman	Active	E	P	A	E
Andrew	Taylor-Troutman	Active	E	P	P	E
Allen	Thompson	Active	P	A	A	P
Barry	Tucker	Active	P	P	P	E
Allison	Unroe	Active	P	P	P	P
Carlton	Utle	Active	P	P	E	P
Andrew	Whaley	Active	n/a	P	P	P
Morgan	Whitfield	Active	P	P	P	P
John	Wiederholt	Active	P	P	P	P
Brent	Williams	Active	E	E	P	P
Wes	Williams	Active	P	E	P	P
Steve	Willis	Active	P	E	P	P
Rodney	Wilson	Active	A	A	A	A
HR Minister Name		Status	Feb	May	July	Oct
Frank	Avery	HR				
Bernard K	Bangley	HR				
Richard E	Bethune	HR				
Terry	Blevins	HR			P	P
Vernie	Bolden	HR				
J Kearfott	Boyd	HR				
Ted	Brossoie	HR				
William	Caperton	HR	P			P
Donald	Chichester	HR				P
Dwight	Christenbury	HR				
Thomas C	Clay	HR		P	D	D
Gary	Coppedge	HR				
P G	Cosby III	HR				
Charles	Davidson	HR				
Calvin	Dixon	HR				
Cecil	Eanes	HR				
Gene	Edmunds	HR				
Frank	Erwin	HR				
Dusty	Fiedler	HR			P	P
E Peter	Geitner	HR				
David	Gellert	HR	P			P
Andy	Good	HR				
George C	Goodman	HR	P	P	P	
Richard T	Harbison	HR				

HR Minister Name		Status	Feb	May	July	Oct
Collier	Harvey	HR				
Robert M	Hendrickson	HR				
Julianne	Hollingsworth	HR				
William	Honeywell	HR			D	D
M Robert	Jackson	HR				
William H	Jackson	HR				
James M	Kennedy	HR				
John	Kidd	HR	P		P	
Roberta	Kidd	HR	P		P	
David A	Kirk	HR		P	P	P
William R	Klein	HR				
Shirley	Larson	HR	P	P	P	P
Hugh U	Leach	HR				
Edgar C.	Mayse	HR	P	P		
Joseph	McCoy	HR				
Joe	McCutchen	HR	P	P	P	P
Angus A	McQueen	HR				
Wayne	Meredith	HR				
Robert	Miles	HR				
Vernon D	Miller	HR				
Charles W	Moore	HR				
Jerry M	Newbold Jr	HR				
Burton	Newman	HR				
Ron	Obenchain	HR	P			
Walker	Pettyjohn	HR				
William	Phipps	HR	P	P	P	
William	Plonk	HR		P		
James J H	Price	HR				
Robert	Ramey	HR	P	P		
C Rusty	Reaser	HR		P	P	
Raymond	Riddleberger	HR				
Decatur	Rodgers	HR				
Barbara	Rodgers	HR				
J Kenneth	Rogers	HR	P			
James A	Rohne	HR				
M Anderson	Sale	HR	P			
Chip	Sanders	HR				
Gary	Scheidt	HR			P	
Louis	Skidmore	HR				
Terri	Slate	HR				
Walter	Smith	HR				
Sherwood F	Smith	HR				
David R.	Snyder	HR				

HR Minister Name		Status	Feb	May	July	Oct
Hugh	Springer	HR	P	P	P	P
Jeannette	Tagg	HR				
Charles	Taylor	HR	P	P	P	P
William E	Thompson	HR		P		
Don	Warters	HR				
Fred	Webb	HR				
C W Thomas	West	HR				
Olin	Whitener	HR				
George	Wilson	HR	P	P	P	P
Robert A	Wilson	HR				
William B	Young	HR				
Member-at-Large Name		Status	Feb	May	July	Oct
Susan	Balfour	MAL	A	A	T	T
Todd	Hester	MAL	A	A	A	A
Kelly	Kaufman	MAL	A	A	A	A
Catherine	McCollough	MAL	A	A	T	T
Catherine C	Snyder	MAL	A	A	A	A
Susan	Verbrugge	MAL	E	P	E	E
Charles	Willoughby	MAL	E	E	E	A
Ellen	Woodworth	MAL	A	A	A	A
Certified Christian Educator Name		Status	Feb	May	July	Oct
Ann	Graham	CCE	P	E	E	P
CRE Name		Status	Feb	May	July	Oct
Joe	Allmond	CRE	E	P	E	E
Margie	Anderson	CRE	P	E	P	P
Todd	Atkins	CRE	n/a	n/a	n/a	A
Phil	Berry	CRE	P	A	P	A
Terry	Cornwell	CRE	P	P	P	P
Mark	George	CRE	P	T	T	T
Richard	Henderson	CRE	P	E	P	E
Lynwood	Ladd	CRE	E	A	A	A
Jennifer	Makin	CRE	P	E	P	E
Bill	Meneeley	CRE	A	A	A	A
Gary	Pillow	CRE	P	E	P	E
Mike	Price	CRE	A	A	A	A
Stuart	Revercomb	CRE	P	P	A	P
William	Rountree	CRE	A	A	A	A
Tony	Ward	CRE	P	P	P	P

1. Report of churches attending Presbytery meetings in 2015.

P=Present; D=Dismissed

Church Name	Feb	May	Jul	Oct
Altavista	P	P	P	P
Amherst	P	P	P	P
Appomattox CH	P		P	
Appomattox PE	P			
Arvon				
Beale Memorial				
Bedford	P	P	P	P
Belmont	P	P		
Belspring				
Berry Hill	P	P		P
Bethlehem		P		
Blacksburg	P	P	P	P
Bluemont	P	P	P	P
Bouldin Memorial			P	D
Briery	P	P	P	P
Brookneal				
Browns				
Buchanan	P	P	P	P
Buffalo	P			
Campbell Memorial			P	
Chatham	P	P	P	P
Christiansburg	P	P	P	P
Clarksville	P	P	P	
Clifton Forge				
College	P	P	P	P
Collinsville, First				
Colonial			P	
Concord				
Cool Spring			P	P
Coolwell	P			P
Covenant, Lynchburg	P		P	P
Covenant, Roanoke	P		P	P
Covington, First	P	P	P	P
Cumberland			P	P
Danube				
Danville, First	P	P		
Davis Memorial				
Diamond Hill	P	P	P	P
Douglas	P			P
Drakes Branch	P	P		P
Dublin	P			
Elon	P	P		

Church Name	Feb	May	Jul	Oct
Fairlawn	P	P	P	P
Falling Spring AC				
Falling Spring RC	P	P	P	
Farmville	P			P
Fellowship	P	P		
Fifth Avenue			P	P
Fincastle			P	
Floyd	P	P	P	P
Forest	P	P	P	P
Forest Hills	P	P	P	P
Fork Union				
Gethsemane				
Glasgow	P		P	P
Glen Wilton				
Grace		P		
Green Ridge	P	P	P	P
Harmony				
Hat Creek				
Hermon				
High Bridge	P	P		P
Holbrook St.	P		P	
Holmes Memorial				
Jamestown		P		
Kayser Memorial				
Kentuck				P
Low Moor	P	P		P
Lynchburg, First	P	P	P	P
Madisonville	P			
Mallow		P		P
Martinsville, First	P	P	P	P
Mary Horner Walker		P		
Massies Mill				
Matthews Memorial				
Mayberry				
Maysville	P		P	P
McAllister Memorial				
Meherrin	P		P	P
Memorial	P			
Mercy Seat		P		
Mizpah	P	P	P	P
Montvale				
Mt Carmel		P	P	P

Church Name	Feb	May	Jul	Oct
Narrows, First				
New Concord	P	P	P	P
New Dublin	P	P	P	P
New Store	P			P
Northminster, MH	P	P	P	D
Northminster, Rke	P	P	P	P
Northside	P	P	P	P
Oak Level		P		
Oak View			P	
Old Brick				
Old Concord	P	P		
Peace	P		P	
Peaks		P		
Pearisburg	P	P	P	P
Phenix				
Pisgah				
Providence				
Pulaski, First	P	P	P	P
Quaker Memorial	P	P	P	P
Radford	P	P		
Raleigh Court	P	P	P	P
Roanoke				P

Church Name	Feb	May	Jul	Oct
Roanoke Valley	P	P	P	P
Roanoke, First	P	P	P	P
Roanoke, Second	P	P	P	P
Rocky Mount				
Rough Creek	P	P	P	P
Rustburg	P	P	P	P
Saint Andrew	P	P	P	P
Salem	P	P	P	P
Shelton Memorial				
Sinking Spring				
Slate Mountain		P	D	D
South Boston, First	P	P	P	P
Trinity, Arvon				
Trinity, Ridgeway				
Trinity/SML		P	P	P
Unity				
Village				
Villamont				
Virginia	P		P	P
West End	P	P		P
Westminster	P	P	P	P
Williamson Memorial	P	P	P	P

## **REPORT OF THE COMMITTEE ON DISCIPLESHIP**

### **RECOMMENDATION:**

1. That the Presbytery approve the Child Protection Policy to be utilized during Presbytery sponsored events involving children and youth. This policy may also be utilized by local churches as a model to fulfill the General Assembly mandate for such a policy that was passed in 2014. The policy is listed in Appendix A. **APPROVED**

## **REPORT OF THE GENERAL PRESBYTER**

The General Presbyter of the Presbytery of the Peaks, Nancy Dawson, addressed the Presbytery.

## **NOMINATING COMMITTEE REPORT**

### **COMMITTEE ON PREPARATION**

Matt Bowman, TE

Maysville, 2018

### **COMMITTEE ON DISCIPLESHIP**

Sandra Gisiner, RE Chair

Don Williams RE

Campbell Memorial, 2016

Maysville, 2017



#### COMMITTEE ON EXAMINATIONS

Carl Utley, TE  
Andrew Whaley, TE

Covenant, Roanoke, 2017  
Raleigh Court, 2017

#### COMMITTEE ON MISSIONS

Kathy Carpenter, TE, Chair  
Nancy Alexander, RE

Northside, 2016  
Blacksburg, 2018

#### COMMITTEE ON NOMINATIONS

Judy Loughhead, RE

Glasgow, 2017

#### COMMITTEE ON SEXUAL MISCONDUCT

Steve Lemons, RE

Salem, 2018

#### TRUSTEES

Morgan Whitfield, TE

Forest, 2018

The various leadership positions in the POP to be filled as listed above **APPROVED**

#### **ADDITIONAL REPORTS**

The following additional reports were received for **INFORMATION**.

#### **REPORT OF THE COMMITTEE ON LEADERSHIP**

##### **INFORMATION:**

1. Recently held a successful Leadership Event at Second Presbyterian Church in Roanoke.
2. Church Officer Training Dates for 2016 confirmed: February 27 and 28, March 5 and 6, 12 and 13.
3. Professionals Retreat set for October 17 and 18 at Eagle Eyrie. Leadership and COM will be partnering to put this event together.
4. New Pastor Orientation will be a joint event with COM and will be occurring later this spring.
5. CRE Program announces a new website that is up and running. The Old Testament class is underway with more classes and possibilities for future growth being considered.

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

##### **ACTIONS REPORTED:**

1. CPM certified Carol Ferguson of Salem PC ready to receive a call, and cleared Carol to begin circulating her PIF.
2. CPM certified Richard Aylor of Raleigh Court PC ready to receive a call, and cleared Richard to begin circulating his PIF.
3. CPM met for Annual Consultation with Rachel Erb of Raleigh Court PC.

#### **REPORT OF THE PRESBYTERIAN WOMEN**

##### **INFORMATION:**

- Spring Neighborhood Gatherings:
  - New River Neighborhood: Fairlawn PC, Radford, Saturday morning, April 9
  - Highlands Neighborhood: First PC, Covington, Saturday afternoon, April 9
  - Roanoke Valley Neighborhood: Green Ridge PC, Roanoke, Saturday morning, April 16
  - Southside Neighborhood: Unity PC, Danville, Saturday afternoon, April 16
  - Hill Cities Neighborhood: Quaker Memorial PC, Lynchburg, Saturday morning,

- April 23
  - Piedmont Neighborhood: Church to be announced soon, Saturday morning, April 23
- Synod Summer Gathering, June 9-12, Massanetta Springs Camp and Conference Center in Harrisonburg.

## **TRUSTEES REPORT**

### **INFORMATION:**

1. The Trustees of the Presbytery of the Peaks met on the following dates: January 28, 2016 in Lynchburg.

### **ACTIONS REPORTED:**

1. Approved the request of the Phenix, Rough Creek and Oak View Presbyterian Churches to allow transfer of the deed to the manse owned by the three churches to the Phenix church. Rough Creek PC and Oak View PC will receive \$20,000 in exchange for their share of the manse.
2. Approved the 2015 Trustee Annual Report.
3. Approved the use of up \$8,468 for building renovations at Cooper House/Ukirk at Va. Tech.
4. Appointed John Lanier to serve on the Property Dismissal Task Force.

## **2015 ANNUAL REPORT** **PRESBYTERY OF THE PEAKS BOARD OF TRUSTEES**

The following is a report of the activities of the Board of Trustees of the Presbytery of the Peaks, for the year 2015.

### **Meetings:**

January 22, 2015- Presbytery Office, Lynchburg  
 April 8, 2015- Bedford Presbyterian Church, Bedford  
 June 24, 2015- Conference Call  
 August 13, 2015- Presbytery Office, Lynchburg  
 September 23, 2015- Conference Call

### **Officers:**

At its annual meeting on 1/22/15, the Board of Directors elected the following officers for a one year term during 2015:

Smith Chaney-President  
 Stuart Turille-Vice President  
 Richard Claterbaugh-Secretary  
 John Lanier-Treasurer  
 Bob Berkley-Assistant Treasurer

### **Board of Directors:**

Class of 2015

Nancy Pool  
 Richard Claterbaugh (Secretary)  
 Stan Gosney  
 Bob Berkley

Class of 2016

Bill Neely  
 David Clark  
 Ed McElmurray  
 John Lanier (Treasurer)

## **Summary of Actions for 2015:**

### **Cooper House/Ukirk at Va. Tech**

The Trustees approved up to \$19,500 for renovation expenses (heat pump replacement and electrical upgrades) at Cooper House/Ukirk at Va. Tech.

### **Hat Creek Property**

The Trustees received \$285,050 as final payment on the Hat Creek Property to the Patrick Henry Boys and Girls Plantation in January 2015.

### **St. Andrew Presbyterian Church**

The Trustees recommended to the Presbytery request from St. Andrew Presbyterian Church to borrow up to \$400,000 for relocation of the preschool and children's classrooms. Action was approved at the May 2015 Presbytery meeting.

### **Clarktown Church Property**

Trustees approved renewal of the three year lease/purchase of the Clarktown Church Property to Upward Way Holiness Church. The lease term will be June 1, 2015 through May 31, 2018, with a purchase price of \$40,000 included. \$100 per month of the lease will be applied to the purchase price.

### **Northview Manse**

The Trustees recommended to Presbytery the Northview Manse be deeded to Unity Presbyterian Church. (Manse was originally built by the Presbytery for the Northview PC –now Unity Presbyterian Church). Action was approved at the July 2015 Presbytery meeting.

### **Unity Presbyterian Church**

The Trustees recommended Presbytery approve the sale of the Unity manse for a cash price of \$47,000. Proceeds from the sale will be used to upgrade the church HVAC system. Action was approved at the October 2015 Presbytery meeting.

### **Clarksville Presbyterian Church**

The Trustees approved the request from Clarksville Presbyterian Church to sell 8,238 square feet of unused land for a sum of \$5,500. Clarksville will retain a perpetual, deeded easement to the land.

### **First, Roanoke Administrative Commission**

The Trustees made recommendations to the Administrative Commission (AC) for First, Roanoke to assist with the valuation requirements of the dismissal process.

### **Investment Committee**

The Trustees provided three representatives to the Investment Committee for the Presbytery of the Peaks. This committee met quarterly in 2015 and made several recommendations to the Trustees for improved results on their funds.

### **WE GATHER TO SHARE**

Kathy Carpenter, Mission Committee Chair, recognized the Churches in our Presbytery who contributed in 2015 to Two Cents A Meal.

### **CLOSING BUSINESS**

The following report on Attendance and Absence was made by Stated Clerk Hugh Springer:

Teaching Elder Members of Presbytery.....	54
Commissioned Ruling Elders Present and Entitled to Vote	7
(Counted as Ruling Elder Commissioners for the Sake of Parity)	
Ruling Elder Commissioners/Cabinet/Committee Chairs.....	66

SUB-TOTAL VOTING.....127

Other Teaching Elders Serving in Presbytery.....	0
Visiting Ministers.....	7
Certified Christian Educators.....	0
Youth Advisory Delegates.....	0
Visiting Ruling Elders.....	8
Other Visitors.....	4
Presbytery Staff Not Included Above.....	3
SUB-TOTAL NON-VOTING.....	22

TOTAL ATTENDANCE.....149

Teaching Elders Excused.....	12
Teaching Elders Absent.....	18
Churches Not Represented by Ruling Elder Commissioners.....	70

TWO CENTS A MEAL – It was announced that the offering for Two Cents A Meal totaled \$569.21.

**Resolution of Appreciation**, given by Kim Steinhorst.

Our opening hymn, *Glorious Things of Thee Are Spoken*, set the tone and theme of the 107<sup>th</sup> Stated Meeting of the Presbytery of the Peaks on the 13<sup>th</sup> of February, 2016.

With that glorious music moving our hearts and spirit, we offer this resolution and thank God:

- for St. Andrew Presbyterian Church; its 58 years of ministry to the community at the western end of Timberlake Road and to the larger communities of Lynchburg and the Presbytery of the Peaks;
- for the members and volunteers of St. Andrew Church, helping us to break our fast on such a crisp and cold morning, to nourish us at midday with a Lenten meal of soup and bread, and the gifts of their choir and organist in assisting our glorious worship;
- for the Reverend Doctor Fred Holbrook, exhorting us in a musical fashion to *Go...Make...Teach* God's grace and love for the salvation of humankind;

- for the saints of this Presbytery who have gone before us;
- for the Reverend Geoff Hubbard and the congregation of Cool Spring Presbyterian on making God's grace and love visible through their mission work in Uganda;
- for the welcoming of 3 teaching elders: W.D. Hastey, Katherine Jackson, and Dave Roberts into the life of the Presbytery, and the call to service of a new Commissioned Ruling Elder, Kelvin Perry;
- for the election of a nominating committee for Stated Clerk to fill the [very] big shoes of the Reverend Doctor Hugh Springer who has become beloved and has done a Herculean task during his tenure;
- for the future discerning work of a new Task Force for the call to service of new Presbytery committee members;
- for the celebration of the 2¢-A-Meal offering of \$569.21;
- for faithful teaching elders, CREs, cabinet and committee chairs, commissioned ruling elders of our congregations, and visitors who attended and stayed through this 107<sup>th</sup> Stated Meeting.

For all this and more we truly give God thanks through Jesus the Christ our Lord.

A Closing Prayer was offered by the Moderator, Ron Coleman.

**WE GO FORTH TO WORSHIP AND SERVE**

2016 Presbytery Meeting Dates and Locations

May 5 - Trinity Ecumenical Parish

Saturday, August 20 – Covenant, Roanoke (Half-Day Meeting)

Thursday, November 17 - Christiansburg PC, Christiansburg

## Appendix A

# **CHILD AND YOUTH ABUSE PREVENTION PROGRAM & SOCIAL MEDIA CODE OF CONDUCT FOR PRESBYTERY OF THE PEAKS**

Please consider the following sample guidelines that may help in the administration of your ministry. These guidelines are not intended to be inclusive of every protection of the children and youth in your organization but rather to be used as a general program that can be implemented in whole or part. Also, these guidelines are not specific to each state and, instead, are based upon global information obtained through the legal representation of religious organizations. Please add your own practices or changes according to your faith and beliefs, facility and state laws.

As you read through this sample Child and Youth Abuse Prevention Program & Social Media Code of Conduct, your institution's name can be placed where **PRESBYTERY OF THE PEAKS** appears. Please amend this program to fit your needs and tailor it accordingly. We encourage you to hire counsel in your own state and review other religious organizations' guidelines in your area of the city or county in your process of implementing portions of this program.

Once complete, the program is more effective when it is reviewed and discussed regularly with those involved in your child and youth programs.

**Child and Youth  
Abuse Prevention Program  
& Social Media Code of Conduct  
For the Presbytery of the Peaks**

**Adopted by Presbytery of the Peaks  
February 13, 2016**



# **CHILD AND YOUTH ABUSE PREVENTION PROGRAM FOR PRESBYTERY OF THE PEAKS: Part 1**

## **Introduction**

To help protect children, **PRESBYTERY OF THE PEAKS** has adopted the following Child and Youth Abuse Prevention Program. It is important that all **PRESBYTERY OF THE PEAKS** paid staff and volunteers understand and implement these guidelines to help prevent sexual abuse against children. The following includes the Purpose and Definitions for these guidelines, the outlines of Protection and Prevention, and an Acknowledgement to be signed by those people working with children.

## **Purpose**

These procedures are designed to reduce the risk of child sexual abuse in order to:

1. Provide a safe and secure environment for children, youth, adults, members, volunteers, visitors, and paid staff.
2. Assist **PRESBYTERY OF THE PEAKS** in evaluating a person's suitability to supervise, oversee, and/or exert control over the activities of children and youth.
3. Satisfy the concerns of parents and staff members with a screening process for paid staff and volunteers.
4. Provide a system to respond to alleged victims of sexual abuse and their families, as well as the alleged perpetrator.
5. Reduce the possibility of false accusations of sexual abuse made against volunteers and paid staff.

## **Definitions**

The following terms used herein and are defined as follows:

1. *Paid Staff*: Any pastor, minister, preacher, cleric, or employee who is paid by the **PRESBYTERY OF THE PEAKS**.
2. *Children/Youth/Minor*: Any person who has not reached his/her 18th birthday or the age of majority as defined by state law.

3. *Adult*: Any person who has reached his/her 18th birthday or as defined by state law.
4. *Volunteer*: Means any unpaid person engaged in or involved in activities and who is entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors or adults.
5. *Sexual Abuse*: The employment, use, persuasion, inducement, enticement, or coercion of any minor or adult to engage in, or assist any other person to engage in, any sexually explicit conduct or any simulation of such conduct for the purpose of producing any visual depiction of such conduct or rape, and in cases of caretaker or inter-familial relationships, statutory rape, molestation, prostitution, or other form of sexual exploitation of minor or adult, or incest with a minor or adult, or as defined by federal and state law. This includes and is not limited to unwelcome sexual remarks, jokes, advances, leering, whistling, or sexual gestures; sexual touching, fondling, molestation, assault, or other intimate physical contact; compelling another person to engage in a sexual act by threats or fear or undue influence; and providing or displaying pornographic materials to another person.
6. *Child Emotional Abuse*: Verbal or nonverbal conduct including mental exploitation, degrading communication, or humiliating or threatening conduct that may or may not include bullying or as defined by state law.

## **Protection and Prevention**

### **Volunteer and Employee Screening Procedures**

The following screening procedures are to be used with paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. All information collected should be maintained in confidence.

1. *Employment Application and Volunteer Application*: Any paid staff and volunteers who will work with a minor must complete the Employment Application and/or the Volunteer Application. The release statement attached to the Application must be signed by the individual completing the Application to apply for and qualify for service.

Our Employment Application includes questions regarding:

- Current and previous residence addresses.
- Current and previous employment, including addresses, dates, duties, titles, and reasons for leaving.
- Names and addresses of schools attended and degree(s) earned.
- References from previous employers and organizations that serve children.
- Pending criminal charges
- Criminal history information.

Our Volunteer Application includes questions regarding:

- Current address.
- Volunteer experience.
- Criminal history information.
- Personal references.

Applications include a statement, which the applicant should acknowledge in writing, certifying that statements provided in the application are true and complete, and any misrepresentation or omission may be grounds for rejection of the applicant or for dismissal if he or she is employed. This statement authorizes **PRESBYTERY OF THE PEAKS** to contact any individual or organization listed in the application.

2. Review all statements made in the application, paying specific attention to any gaps in time and irregular employment patterns or unexplained absence. Pursue these gaps with employers listed and in a subsequent interview.
3. Conduct interviews with qualified STAFF applicants.

If detrimental information is uncovered but the applicant remains desirable, discuss this information with the applicant. In the event the applicant is ultimately hired or accepted as a volunteer, document the reasons for overriding the prior information.

Whenever possible, **PRESBYTERY OF THE PEAKS** will have an associate participate in the interview.

4. Ordinarily contact all listed references for volunteers. Contact each of the volunteer applicant's references and ask for any information that might help determine the applicant's suitability for the position. If a response is not received within a reasonable period of time, follow up and keep notes if possible.
5. Ordinarily contact all listed references and employers for paid staff. Inquire as to the reason the applicant left and ask for any information that might help determine the applicant's suitability for the position. If a response is not received within a reasonable period of time, follow up and keep notes if possible.
6. Criminal Background Check: **PRESBYTERY OF THE PEAKS** will conduct a criminal background check on all paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. All criminal background checks will be updated periodically.
7. Six-Month Rule: All volunteers will be required to have been active in the life of **PRESBYTERY OF THE PEAKS** for six months and have reviewed and signed the Child and Youth Abuse Prevention Program.

## **Confidentiality**

Information obtained through the screening, application, reference check, interview, and criminal background check will be kept in confidence, unless otherwise required by law. All information discovered or obtained through the above-referenced means will be kept in a secure location and access to it will be restricted if possible. These materials will be archived.

## **Supervision Procedures**

Unless an extenuating situation exists, **PRESBYTERY OF THE PEAKS**:

1. Will have adequate number of screened and trained paid staff or volunteers present at events involving minors. Supervision will increase in proportion to the risk of the activity.
2. Will monitor facilities during activities involving children.
3. Ordinarily will release minors only to a parent or guardian and utilize sign-in and sign-out sheets.
4. Will obtain written parental permission, including a signed medical treatment form and emergency contacts, before taking minors on trips and should provide information regarding the trip.
5. Will use "rule of three" (at least one adult and two other individuals) when transporting minors in vehicles. Variation from this policy will require written permission.
6. Will require that young children be accompanied to the restroom and the paid staff or volunteer wait outside the facility to escort the child back to the activity. Whenever possible, the escort will be the same sex as the minor.
7. Will encourage minors to use a "buddy system" whenever minors go on trips off of **PRESBYTERY OF THE PEAKS** property.
8. Will screen all paid staff and volunteers and approve those individuals in advance for any overnight activities.

## **Behavioral Guidelines for Religious Organization Paid Staff**

All volunteers and paid staff will observe the following guidelines:

1. Do not provide alcoholic beverages, tobacco, drugs, contraband, or anything that is prohibited by law to minors.

2. To the extent possible, **PRESBYTERY OF THE PEAKS** events that are co-educational will have both male and female chaperones.
3. Whenever possible, at least two unrelated paid staff or volunteers will be in the room when minors are present. Doors will be left fully open if one adult needs to leave the room temporarily and during arrival to the class or event before both adults are present. Speaking to a minor or minors one-on-one should be done in public settings where paid staff or volunteers are in sight of other people.
4. Avoid all inappropriate touching with minors. All touching shall be based on the needs of the individual being touched, not on the needs of the volunteer or paid staff. In the event a minor initiates physical contact and/or inappropriate touching, it is appropriate to inform the minor that such touching is inappropriate.
5. Never engage in physical discipline of a minor. Volunteers and paid staff shall not abuse minors in any way, including but not limited to physical abuse, verbal/mental abuse, emotional abuse, and sexual abuse of any kind.
6. If you recognize an inappropriate relationship developing between a minor and adult, maintain clear professional boundaries and refer the minor to another individual with supervisory authority.
7. If one-on-one pastoral care is necessary, avoid meeting in isolated environments.
8. Anyone who observes abuse of a minor will take appropriate steps to immediately intervene and provide assistance. Report any inappropriate conduct to the proper authorities and officials of **PRESBYTERY OF THE PEAKS** for handling.

### **Disqualification**

No person may be entrusted with the care and supervision of minors or may directly oversee and/or exert control or oversight over minors who has been convicted of the offenses outlined below, been on a probated sentence or received deferred adjudication for any offense outlined below, or has presently pending any criminal charges for any offense outlined below until a determination of guilt or innocence has been made, including any person who is presently on deferred adjudication. The following offenses disqualify a person from care, supervision, control, or oversight of minors:

1. Any offense against minors as defined by state law.
2. A misdemeanor or felony offense as defined by state law that is classified as sexual assault, indecency with a minor or adult, assault of a minor or adult, injury to a minor or adult, abandoning or endangering a minor, sexual performance with a minor or adult, possession or promoting child pornography, enticing a minor, bigamy, incest, drug-related offenses, or family violence.
3. A prior criminal history of an offense against minors.

## **Sexual Offender at PRESBYTERY OF THE PEAKS**

**PRESBYTERY OF THE PEAKS** may allow a person known to be a sexual offender to remain or become a member of the congregation, but they must adhere to specific guidelines. However, first check with the offender's probation/parole officer for any restrictions regarding attending services or other functions where children are present. Ask the probation/parole officer to put any restrictions in writing. If restrictions do not prohibit offender participation, the following additional four requirements may be implemented and remain in force at all times involving any known sexual offender:

1. The convicted sexual offender cannot participate in any of the child or youth programs in any way.
2. The convicted sexual offender can only participate in a predetermined service each week.
3. The convicted sexual offender must report in and be assigned to an escort who will accompany him or her at all times.
4. The congregation needs to be made aware that a convicted sex offender is attending. However, the name does not need to be disclosed.

## **Response to Sexual Abuse**

**PRESBYTERY OF THE PEAKS** will respond promptly to investigate any accusation of sexual abuse. All accusations of sexual abuse will be taken seriously. It is important to be appropriately respectful to the needs and feelings of those who allege sexual abuse and those who have been accused of sexual abuse.

**Note:** *The person entrusted to investigate an allegation should be a leader of your organization. Insert the appropriate title or position where noted.*

When an allegation is made involving sexual abuse, the person reporting the complaint is to be told about the guidelines and the procedures to be followed. GENERAL PRESBYTER or an appointed person will begin investigating the allegations and may use the assistance of legal counsel or other consultants. If GENERAL PRESBYTER is the individual accused of sexual abuse, then THE STATED CLERK will conduct the investigation. The investigation will be conducted as follows:

1. Report the incident to appropriate authorities in accordance with the state mandatory reporting laws.
2. Report the matter to **PRESBYTERY OF THE PEAKS's** insurance carrier.
3. Cooperate with authorities and the insurance carrier.

4. **PRESBYTERY OF THE PEAKS** may suspend (with pay for paid staff) the alleged offender while a confidential investigation is being conducted.
5. An official of **PRESBYTERY OF THE PEAKS** (and legal counsel or other consultants) will then meet with the governing body of **PRESBYTERY OF THE PEAKS** and present a report on their investigation, which will include findings and recommendations of actions.
6. An official of **PRESBYTERY OF THE PEAKS** will meet with the alleged perpetrator and notify him/her of the results of the investigation and recommendations for actions.
7. An official of **PRESBYTERY OF THE PEAKS** will meet with the alleged victim, along with his/her parents or guardians, and notify them of the results of the investigation and recommendations for actions.
8. During the investigation, an official of **PRESBYTERY OF THE PEAKS** shall maintain contact with the alleged victim and his/her parents or legal guardian, and inform them of the actions taken and assist them in their process of healing.
9. An official of **PRESBYTERY OF THE PEAKS** (and legal counsel or other consultants) may meet with the alleged perpetrator, the alleged victim, and any others with knowledge of relevant facts.
10. Communicate with criminal and civil legal counsel of **PRESBYTERY OF THE PEAKS**.
11. Communicate with those affected by the ministry of the alleged perpetrator.
12. Hire a consultant or assign a spokesperson to respond to media or prepare a statement for the media if the need shall arise, subject to the approval of **PRESBYTERY OF THE PEAKS's** attorney.

## **Social and Digital Media Code of Conduct: Part 2**

### **Guidelines**

Social media has been defined in many ways. It includes electronic communications and online activities, such as text messages; email; wikis; and social networking like Facebook, Twitter, and the like; and posting comments, such as on blogs. Because of the blur between personal and professional communications, your Code of Conduct should help explain what is recommended and expected.

1. First, determine the current use of internet communication at your organization, if any. For instance, who uses the computers owned by the organization, and do you allow internet access? Do your employees use email for work and private communication, and do people have email addresses that include your organization's name?

2. Are there any ethical standards you want your employees and volunteers to follow? Do you have a designated technology resource/person for questions? Who will approve this Code of Conduct or deviations from it?
3. Organization leadership should determine how to allow its supervisors and managers to keep a personal presence on the social networking sites. One example is keeping both a public and private account for persons who lead the ministry.
4. Select one or a few people to maintain and monitor your organization's official social media channels. These should be the only individuals allowed to post and respond to other users in an official capacity on your channels.
5. Consider implementing a policy that use of the organization's name or brand must be approved by the organization prior to making a statement on the organization's behalf. Once that permission is granted, also state the permission can be revoked for violation of policy.
6. Once you have finalized your Code of Conduct and had it reviewed by a local attorney, go over it with all current and future employees or volunteers and have them each sign a copy. Keep the signed copies in your personnel files.

### **Introduction**

Social media has been defined in many ways. It includes electronic communications and online activities, such as text messages; email; wikis; and social networking like Facebook, Twitter, and the like; and posting comments, such as on blogs. Because of the blur between personal and professional communications, this Code of Conduct helps explain what is recommended and expected.

1. Remember all internet postings are permanent — able to be duplicated and may go viral.
2. Use your common sense. If you wonder whether or not to communicate or post, don't do it until you consult with **PRESBYTERY OF THE PEAKS** leadership.
3. For your protection and the protection of **PRESBYTERY OF THE PEAKS**, you are prohibited from using internal or external social media channels to discuss confidential items, legal matters, litigation, or the organization's financial performance. Confidential information includes anything labeled as such or information not available to the public. When asked by others to discuss any of these matters, you should relay that "Our social media policy only allows authorized individuals to discuss these types of matters. I can refer you to an authorized individual if you'd like to ask them," and then refer the question to the **APPROPRIATE TEAM OR INDIVIDUAL**.



4. Be open and honest about who you are when you communicate. **PRESBYTERY OF THE PEAKS** trusts and expects you to exercise personal responsibility whenever you use social media, which includes respecting the trust of those with whom you are engaging. However, these policies are not meant to interfere with your legal rights to bargain collectively or engage in concerted or protected activities.
5. Respect your privacy, your coworkers' privacy, and the organization's privacy by not providing personal or confidential information without permission. Also, employees/volunteers are prohibited from sharing anything via social media channels that could violate another employee/volunteer's right to personal privacy.
6. Only those officially designated may use social media to speak on behalf of the organization in an official capacity, though employees/volunteers may use social media to speak for themselves individually. If and when designated persons use social media to communicate on behalf of the organization, they should clearly identify themselves as an employee/volunteer.
7. If you are communicating with youth through any digital or social media, act as you would if you were communicating in person. Specifically, communicate with minors using transparency and in a group when possible. Do not initiate a one-on-one relationship (such as requesting to friend from a personal profile) with a minor.
8. Do not violate copyright and fair use laws and do not plagiarize another's work. Obtain permission if you wish to use material created by someone else.
9. Do not use **PRESBYTERY OF THE PEAKS's** email address or social media channels for personal use.
10. Harassment, threats, intimidation, ethnic slurs, personal insults, pornography, obscenity, racial or religious intolerance, abuse, and any other form of behavior prohibited by law is also prohibited via social media channels. Do not engage in any such behavior and do not make or comment on any such behavior, comments, or remarks.
11. No bullying. Verbal, physical, and cyber bullying are prohibited.
12. If you are not officially authorized to speak on behalf of **PRESBYTERY OF THE PEAKS**, use a disclaimer saying that what you communicate is your personal opinion and not that of the organization when you are engaging in conversation on **PRESBYTERY OF THE PEAKS's** social media channels. Two sample social media disclaimers include: (1) "I work for **PRESBYTERY OF THE PEAKS**, and this is my personal opinion."; and (2) "I am not an official spokesperson, but my personal opinion is . . . ." This requirement is not meant to interfere with your rights to bargain collectively or engage in concerted or protected activities but rather to ensure that others can easily distinguish the official position of the organization or the organization's leadership from those of our employees/volunteers.

13. Users should use their best judgment when engaging in social media activities and should be on guard against actions and discussions that could harm the interests of our community, faith, or other persons.
14. Before posting photographs of any person, obtain his/her permission.
15. Inappropriate use of cameras, imaging, and digital devices is prohibited. While most people use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals. It is inappropriate to use any device capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants.
16. If you see a violation of this Code of Conduct, report it to  
PASTOR/PRINCIPAL/DIRECTOR/ADMINISTRATOR/OTHER at **PRESBYTERY OF THE PEAKS**. If you have questions about the Code of Conduct, please contact  
DESIGNATED PERSON.
17. All of the **PRESBYTERY OF THE PEAKS's** other policies apply to the use of digital and social media. All communication by employees or volunteers should take into account the organization's values, reputation, and workplace policies.
18. Any violations of **PRESBYTERY OF THE PEAKS's** Code of Conduct may result in discipline and/or termination of employment or volunteer opportunities.

# **Child and Youth Abuse Prevention Program & Social Media Code of Conduct Acknowledgment**

These guidelines have been designed to guide and assist you when working with minors. The information establishes general practices and guidelines and should not be construed in any way as a contract of employment or continued employment. **PRESBYTERY OF THE PEAKS** reserves the right to make changes in the content or application of this program and to implement those changes with or without notice.

The terms defined herein are defined for the purposes of the program and do not suppose or establish a legal relationship. These terms are not defined for the purposes of creating a legal relationship with the **PRESBYTERY OF THE PEAKS** or any related or associated entity and instead are to be used with this document.

I have received a copy of the **PRESBYTERY OF THE PEAKS's** Child and Youth Abuse Prevention Program & Social Media Code of Conduct. I understand it is my responsibility to become familiar with and adhere to the information contained herein. I understand that these policies are the property of the **PRESBYTERY OF THE PEAKS**.

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Print Name

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Signature

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Date