

PRESBYTERY OF THE PEAKS

STATED MEETING

August 20, 2022

ZOOM MEETING



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

**PO Box 2519
Forest, VA 24551
www.peakspresbytery.org
office@peakspresbytery.org**

Presbytery of the Peaks

One Hundred Twenty Eighth Stated Meeting

By Zoom

August 20, 2022

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

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Presbytery Meeting
August 20, 2022
by Zoom

Active Ministers of Word and Sacrament Present

Kyle Allen	Don Makin	John Salley
Beth Broschart	Sarah Martin	Pete Smith
Janet Chisom	Bob McLavey	Betsy Soto
Linda Dickerson	Russ Merritt	Ed Soto
Susi Ennis	Leigh Ann Min	Kim Steinhorst
Isabella Fagiani	Christy Mitchell	Anghaarad Teague-Dees
Jeff Garrison	Jonathan Moelker	Carl Utley
Annette Goard	Sara Jane Nixon	Morgan Whitfield
Geoff Hubbard	Cheryl Peebles	John Wiederholt
Herndon Jeffreys	Mikel Pugh	Sarah Wiles
Kim Jeffreys	Mark Rackley	
Keith Leach	Dave Roberts	

Active Ministers of Word and Sacrament Excused

Philip Bouknight	Gary Marshall	Peter Thompson
Ben Brannan	Lisa Marshall	Allison Unroe
Jen Brothers	Jim Moss	

Active Ministers of Word and Sacrament Absent

George Anderson	Michael Hickman	Brent Williams
Paul Brokaw	Elizabeth Link	Steve Willis
Janice Fraser	Andrew Whaley	Rodney Wilson

Honorably Retired Ministers in Attendance

Terry Blevins	Bob Fiedler	Gary Scheidt
Bill Charles	Dusty Fiedler	George Wilson
Glenn Coleman	Bob Hall	
Nancy Dawson	Skip Hastings	

Honorably Retired Ministers Excused

David Dickerson
Tupper Garden

Ministers at Large and Validated Ministers Present

David Baker	Chad McCain	Robin Williamson
Emily Rhodes Hunter	Bea Miller	
Shawn Hyska	Jennifer Powell	

Ministers at Large and Validated Ministers Excused

Rachel Shepherd

Ministers at Large and Validated Ministers Absent

Ellen Anderson	Todd Hester	Amy Merrill-Willis
Kathy Carpenter	Paul Johnson	Ellen Woodworth
Steve Darr	Jeff Kisner	

Commissioned Pastors Present

Margie Anderson	Dick Boswell	Kelvin Perry
Diane Baldwin	Terri Cornwell	
Phil Berry	Naomi Hodge-Muse	

Commissioned Pastors Excused

Richard Henderson
Joyce Perez

Commissioned Pastors Absent

Todd Atkins	Bill Meneeley	Kelvin Perry
Erik Koroneos	Robert Morris	Mike Price
Jan McGilliard	Felecia Parsell	Tony Ward

Cabinet and Committee Chairs Attending

Pam Claterbaugh	Shelda Wills	Michael Nevergold
Smith Chaney	John Fedison	

Voting Elders for Churches

Altavista	Kelly deBernard
Bedford	John Blair
Berry Hill	Ashby Whorley
Blacksburg	Jack Call

Blacksburg	Marilyn Hutchins
Bluemont	Stephen Puckett
Christiansburg	Bill Rhudy
Christiansburg	Yvonne Thayer
Clarksville	Linda Pulliam
College	Jackie Hall
Collinsville, First	Kym Wiederholt
Cool Spring	Marilyn Hubbard
Covenant	Ginny Fedison
Covenant	Laura Jane Ramsburg
Covington, First	Martha Carter
Danville, First	Susan Mathena
Diamond Hill	Kay Guthrie
Drakes Branch	Willie Pettus
Farmville	Carolyn Wells
Fifth Avenue	Ray Williams
Fincastle	John Kilby
Forest	JoAnn Scott
Forest Hills	John Peeples
Glasgow	Judy Loughhead
High Bridge	Lea Bradford
Holbrook St.	Elease Wilson
Lynchburg, First	Nancy Strosnider
Lynchburg, First	Jackie Hill
Martinsville, First	Brooke Cundiff
Martinsville, First	Neil Tatum
Maysville	Martha Louis
McAllister Memorial	Augustus Hayslett
New Concord	Bruce Reid
New Dublin	Jim Cook
Northminster	Vee Hayes
Northside	Sue Bentley
Old Brick	Sharon Teany
Pearisburg	Janice Nevergold
Quaker Memorial	Gerald Doyle
Quaker Memorial	Mike Whorley
Raleigh Court	Ann Rutherford
Roanoke Valley	Chris Kaknis
Salem	Jessica Crumpacker
Salem	Shanda Johnson
Second	Mary Russell
South Boston, First	Kim Albert
St. Andrew	Dallas Scott
Trinity Ecumenical Parish	Gael Chaney
Westminster	Pix Mahler

Churches Not Represented by a Voting Elder

Amherst	Falling Spring	First, Narrows
Appomattox CH	Fellowship	New Store
Appomattox PE	Floyd	Oak Level
Arvon	Fork Union	Oak View
Beale Memorial	Gethsemane	Old Concord
Belmont	Grace	Peace
Belspring	Harmony	Peaks
Bethlehem	Hat Creek	Phenix
Briery	Hermon	Pisgah
Brookneal	Jamestown	First, Pulaski
Browns	Kayser Memorial	Radford
Buchanan	Kentuck	Roanoke
Buffalo	Low Moor	Rocky Mount
Campbell Memorial	Madisonville	Rough Creek
Chatham	Mallow	Rustburg
Clifton Forge	Mary Horner Walker	Sinking Spring
Colonial	Massies Mill	Trinity, New Canton
Concord	Mayberry	Unity
Coolwell	Meherrin	Village
Cumberland	Memorial	Villamont
Danube	Mercy Seat	Virginia
Davis Memorial	Mizpah	West End
Douglas	Montvale	Williamson Memorial
Fairlawn	Mt. Carmel	

Visitors

Teresa Auldridge, Salem
 Howard Jennings, Quaker Memorial
 Roberta Miller, First, Lynchburg
 Joe Wilson, First, Covington

Other Teaching Elders Serving in the Presbytery

Amy Fetterman

Staff Not Counted Elsewhere

Julie Burnett
 Donna Garrison

**PRESBYTERY OF THE PEAKS
STATED MEETING MINUTES
Saturday, August 20, 2022; 9:00 a.m.
Via Zoom**

The moderator, Helen Dean, called the August 20, 2022 Stated Meeting of the Presbytery of the Peaks to order at 9:00 a.m. The meeting was opened with prayer by the moderator.

Rev. Carl Utley, our General Presbyter, welcomed the Presbytery.

Rev. Betsy Soto, Stated Clerk, declared that a quorum was present and submitted the consent agenda for approval.

CONSENT AGENDA

The docket was presented, with an amendment to the report from the Committee on Ministry, and no consent items were removed. The agenda passed by consensus as amended.

From the Report of the Stated Clerk:

1. **FOR CONSENT AGENDA:** That the Standing Rules be suspended in order to conduct an electronic meeting via Zoom according to the same rules for electronic meetings adopted at the June 13, 2020 meeting. (The actions of this and similar meetings are subject to ratification at the next regular in-person meeting of the Presbytery when such a meeting can be held safely. It is offered because there is no other way for the Presbytery to responsibly conduct its business during the pandemic.)
2. **FOR CONSENT AGENDA:** That the minutes of the May 7, 2022 Stated Meeting of the Presbytery of the Peaks, as reviewed by those persons designated by the Standing Rules, be approved.

From the Report of the Committee on Ministry:

1. **FOR CONSENT AGENDA:** Recommend to presbytery to dissolve the Beale Memorial Presbyterian Church Administrative Commission approved at the Feb. 21, 2019 Presbytery Meeting. Beale Memorial requested to leave PCUSA to pursue membership in the Evangelical Presbyterian Church, but has provided no required materials to the Administrative Commission.

WORSHIP

The Presbytery moved into a time of worship, led by Ruling Elder Kym Wiederholt and Teaching Elder John Wiederholt.

Adaptive Church Project Presentation

The presbytery heard a recorded report from Rev. Jen Brothers, the new Church Leadership Ministry Specialist, about an adaptive leadership initiative she is beginning in each of our neighborhoods. We heard testimonies from participants in the spring 2022 pilot program and were encouraged to attend neighborhood workshops in the coming year.

Report of the Nominations Committee

RE Michael Nevergold

Michael moved that the Presbytery elect the following Teaching Elder to serve as Presbytery moderator for 2023. After an opportunity for nominations from the floor, the motion was approved by consensus.

2023 MODERATOR Keith Leach TE College

Report of the Committee on Ministry

TE Russ Merritt

Russ presented the following report, including an introduction to the 2023 Minimum Terms of Call, a document which is not yet ready but which will be presented at the November presbytery meeting. The numbers will reflect a change in Board of Pensions dues from 37% to 39% of effective salary. The committee will likely be recommending a 3% increase to the minimum terms of call.

ACTIONS TAKEN ON BEHALF OF THE PRESBYTERY:

1. Approved the request of Rev. Bea Miller to dissolve her pastoral relationship with Trinity Ecumenical Parish effective May 31, 2022 and change her membership status to Member at Large.
2. Approved the request to transfer the membership of Rev. Kelsey Hawisher-Faul from Presbytery of the Peaks to Presbytery of the James.
3. Approved the request to transfer the membership of Rev. Peter Hawisher-Faul from Presbytery of the Peaks to Presbytery of the James.
4. Approved the request of Rev. Brian Miles to dissolve his pastoral relationship with Amherst Presbyterian Church effective June 5, 2022 and change his membership status to Member at Large.
5. Approved the request of Rev. Kristie Miles to dissolve her pastoral relationship with Westminster Presbyterian Church effective May 29, 2022 and transfer her membership to Coastlands Presbytery.
6. Approved the request to transfer the membership of Rev. Susan Verbrugge from Presbytery of the Peaks to Presbytery of Western North Carolina effective April 5, 2022.
7. Appointed Kim Jeffreys, TE, as moderator for Westminster Presbyterian Church effective May 30, 2022.

8. Appointed Ed Soto, TE, as moderator for Amherst Presbyterian Church effective June 6, 2022.
9. Approved the Installation Administrative Commission of Rev. Leigh Ann Min at Pearisburg Presbyterian Church on May 22, 2022 at 4:00 p.m.

Teaching Elders:

Rev. Bob McLavey, PC of Floyd
Rev. Robin Williamson, Carillion Chaplain

Ruling Elders:

Helen Dean, 2022 Presbytery Moderator
Michael Nevergold, Pearisburg PC
Jerry Rhodes, First PC, Narrows

10. Approved the Dissolution Agreement between Bea Miller and Trinity Ecumenical effective May 31, 2022.
11. Approved the Interim Pastor contract between Rev. Steve Willis and Presbyterian Church of Radford effective July 17, 2022, to July 16, 2023.
12. Approved the Interim Pastor contract between Rev. Bea Miller and First Presbyterian Church, Martinsville effective August 29, 2022, to August 28, 2023.
13. Approved the Mission Study of First Presbyterian Church, Pulaski and granted permission to form a Pastor Nominating Committee
14. Approved the Temporary Supply Contract renewal between Rev. Ronn McCracken and Oak Level Presbyterian Church effective July 1, 2022 to Dec. 31, 2022.
15. Appointed Rev. John Wiederholt as moderator for Mary Horner Walker Presbyterian Church effective June 9, 2022.
16. Approved the Temporary Supply Contract renewal between Rev. Terry Blevins and Roanoke Valley Presbyterian Church effective December 1, 2022 to November 30, 2023.
17. Approved an Administrative Commission to ordain and install Rev. Mark Rackley as Copastor at St. Andrew Presbyterian Church on July 31, 2022 at 4:00 p.m.

Teaching Elders:

Dave Roberts, St. Andrew
Steve Willis, Radford
Kim Steinhorst, Maysville and New Store
Anghaarad Teague Dees, Quaker Memorial

Ruling Elders:

Helen Dean, 2022 Presbytery Moderator
Jennifer Jurkow, St. Andrew

Genevieve Neale, St. Andrew

18. Approved the change in membership status of Rev. Jennifer Powell from Active Minister of Word and Sacrament to Member at Large effective June 27, 2022.
19. Approved the request for Roberta Miller to serve Communion at Amherst Presbyterian Church on August 7, 2022.
20. Approved Janice Fraser and Leigh Ann Min as recipients of the 2022 Burke Memorial Scholarship Fund. They will each be awarded \$500.00.
21. Approved the request of Buchanan Presbyterian Church to form a Pastor Nominating Committee.

RECOMMENDATION:

1. FOR CONSENT AGENDA: Recommend to presbytery to dissolve the Beale Memorial Presbyterian Church Administrative Commission approved at the Feb. 21, 2019 Presbytery Meeting. Beale Memorial requested to leave PCUSA to pursue membership in the Evangelical Presbyterian Church, but has provided no required materials to the Administrative Commission.

2. Recommend that Presbytery of The Peaks appoint an Administrative Commission for Glasgow Presbyterian Church, Glasgow, to act on Presbytery's behalf, with the necessary power to dissolve the congregation and to position the assets of the congregation to support the presbytery's ministry.

They shall have the following authority:

1. Meet with the Session and members of the congregation, including calling a meeting of the Session and/or of the congregation,
2. Arrange for the pastoral care of the members,
3. Publicize the dissolution of the congregation,
4. Ascertain the financial status and outstanding financial obligations of the congregation,
5. Secure the Session records,
6. Secure the legal rights to all property (real or personal) and financial accounts held by or for the benefit of the congregation,
7. Dispose of the moveable personal property of the congregation,
8. Secure the building and property,
9. Attend to matters of insurance,
10. Convey the building and grounds to the Presbytery of the Peaks Trustees, in order that they may secure and manage the property,
11. Recommend the use of the assets of the congregation,
12. Plan and conduct a Service of Witness,
13. Secure the assistance of other individuals, as appropriate, to assist with its work, and
14. Generally to do such things and take such actions, for, in the name of, and on behalf of the Presbytery as shall be reasonably necessary to accomplish the general purpose of this resolution.

The Commission will consist of the following: Morgan Whitfield, TE, Forest; Russ Merritt, TE, Northminster; Dave Anderson, RE, St. Andrew; Bobby Brads, RE, Glasgow; and Linda Trumbo, RE, First, Covington.

Russ moved the formation of the administrative commission. The motion was approved by consensus.

Report of the Transformation Team

TE Carl Utley

INFORMATION:

The Manual of Operations Draft and Organizational Chart from the Transformation Team are provided for the presbytery (see pages 37-63). Cabinet has called a special meeting of the presbytery for Saturday, Oct. 22, 2022, 9:30 a.m., so that presbytery can consider for approval the proposed manual of operations as it currently stands.

To prepare for the October meeting, one hour review and listening sections will be held on four Tuesdays at noon. Different sections of the proposed manual will be discussed at each one.

The schedule is as follows:

August 30 – Justice and Mercy Commission, Constitutional Ministries Committee

September 6 – Pastoral Leadership Commission

September 13 – Church Partnership Commission

September 27 – Commission on Administration, Trustees, Coordinating Cabinet

If you have any questions or concerns, please contact a member of the Transformation Team.

Transformation Team Members:

Smith Chaney

Joe Wilson

David Baker

Kim Steinhorst

Kathy Carpenter

Ron Coleman

Christy Mitchell

Kelvin Perry

Rev. Dr. Carl Utley, General Presbyter, presented an overview of the work the Presbytery of the Peaks has done in the past five years, and encouraged everyone to attend the listening sessions. Notice was given of a called Presbytery Assembly on October 22nd, 2022 for the purpose of reviewing the updated manual of operations.

Report of the Commissioners to General Assembly

TE Pete Smith, TE Mikel Pugh, RE Kym Wiederholt, YAAD Sarah Grace Stanley all reported on their experience at the 225th General Assembly of the PC(USA) over the summer. They shared the work they did on their respective committees, and brought forward information for us to consider regarding upcoming actions we will need to take on proposed amendments.

Report of the Committee on Discipleship

TE Isabella Fagiani

TE Isabella Fagiani updated the presbytery on the grants the Discipleship Committee is offering for congregations to partner together in ministry. She shared some of the grants already dispersed, and encouraged others to apply.

Report of the Stated Clerk

RECOMMENDATIONS:

1. FOR CONSENT AGENDA: That the Standing Rules be suspended in order to conduct an electronic meeting via Zoom according to the same rules for electronic meetings adopted at the June 13, 2020 meeting. (The actions of this and similar meetings are subject to ratification at the next regular in-person meeting of the Presbytery when such a meeting can be held safely. It is offered because there is no other way for the Presbytery to responsibly conduct its business during the pandemic.)

2. FOR CONSENT AGENDA: That the minutes of the May 7, 2022 Stated Meeting of the Presbytery of the Peaks, as reviewed by those persons designated by the Standing Rules, be approved.

Closing Business

Stated Clerk, Rev. Betsy Soto, reported the total attendance for today's meeting was 119 voting members: 51 Teaching Elders and 61 Ruling Elder Commissioners and Commissioned Pastors.

Moderator, Helen Dean thanks everyone for their participation in the meeting, and for the hard work done by staff, committee members, and those behind the technology.

Helen closed the meeting with prayer at 11:08 and dismissed the Presbytery to its ministry in the world.

ADDITIONAL REPORTS FROM THE PACKET

REPORT OF THE COMMITTEE ON PREPARATION FOR MINISTRY

INFORMATION:

1. Committee met August 2, 2022 at 6:30 p.m. via Zoom.

ACTIONS REPORTED:

1. Committee certified Emily Sutphin, candidate under our care, ready to seek a call.

RECOMMENDATIONS: None.

REPORT OF THE COMMITTEE ON REPRESENTATION

INFORMATION:

The committee on Representation met on May 24, 2022 via Zoom to go over the annual report on representation to the Synod. The committee also discussed the need to meet more than once a year to review representation numbers, and how to collaborate with the Nominating Committee to recruit minority members.

ACTIONS REPORTED:

Approved annual presbytery report on representation to the Synod of the Mid Atlantic

PRESBYTERY REPORT TO SYNOD ON REPRESENTATION

Page 1 of 2

2022 Form for Year 2021

Presbytery: Peaks

I a If you have a COR:

how often does it meet? 1 or 2 times in the Spring

does it meet with the Presbytery Nominating Committee? no

how does it report to Presbytery? Presents a written report at the August Presbytery Meeting

b If you do not have a COR, please state how you handle oversight of appropriate representation?

II What is the size of your presbytery? Churches 114 Members 10,703

What percentage of members are minorities? 2%

III. Of the leadership positions with in your presbytery (Leadership includes all Presbytery level committee members) :

How many are filled by women? 5 How many are filled by men? 5

IV. In the past 5 years, have you had a non-majority Moderator?

Yes x No _____

V. What actions or initiatives has your COR taken to try and improve your record of representation on committees?

COR will try to meet more frequently in order to coordinate with the Nominating Committee, and to figure out strategies to reach out to our congregations for volunteers.

VI. What might the Synod COR do to assist your efforts to be more effective in your work?

Report submitted by Stated Clerk: Rev. Elizabeth Soto Signature: Rev. Elizabeth Soto

Phone #(720) 320-7282 e-mail: statedclerk@peakspresbytery.org

This document was/will be part of COR's report to Presbytery on August 20, 2022.

	Committee	Total	Male Clergy	Male Laity	Female Clergy	Female Laity	Asian Amer.	African	African Amer.	Hispanic Latino	Native American	Multi-Cultural	Middle Eastern	White	Other Self Ident	Person With Disability	Youth 25/ Under	Young Adult 26-35	Adult 36-64	Senior Adult 65+
1	Budget & Finance	12	3	6	0	3			2					10					2	10
2	Church Development	8	3	2	2	1			2					6					3	5
3	Committee on Ministry	20	6	5	4	5			2					18					5	15
4	Presbytery Officers	4	1	1	1	1			1					3					2	2
5	Presbytery Council	7	1	2	2	2			1					6					4	3
6	Nominating Committee	11	1	3	0	7			2					9					4	7
7	Commissioner to 225 GA/ 239-243 SOMA Assembly	4	2	0	0	2			0					4			1		1	2
8	Committee on Preparation	9	2	2	1	4			0					9					2	7
9																				
10																				
11																				
12																				
13																				
14																				
	TOTAL	75	19	21	10	25			10					65			1		23	51

REPORT OF THE CABINET

INFORMATION:

The Cabinet met via Zoom on June 30th, 2022 and July 28th, 2022.

ACTIONS REPORTED:

1. The August Presbytery docket was amended and adopted.
2. Cabinet approved a recommendation to move the August presbytery to Zoom due to the high transmissibility of the latest coronavirus variant.
3. Cabinet has called a special presbytery meeting on October 22nd for the purpose of reviewing the new manual of operations.

RECOMMENDATIONS:

None

REPORT OF THE GLEN WILTON ADMINISTRATIVE COMMISSION

The Glen Wilton Administrative Commission has met several times. The session records of the church are not available as they were destroyed in a house fire. There is one member of the Glen Wilton Presbyterian Church remaining and several of the Administrative Commission have met with her over the last few months. The hope is to bring a final administrative commission report to the November Presbytery meeting.

Action Items:

Due to the lack of sessions records and membership rolls, the Glen Wilton Administrative Commission elected at its meeting on July 13, 2022 at Peace Church to assume original jurisdiction of the church.

Respectfully submitted, John Fedison, Commission Chair

REPORT OF THE TRUSTEES

INFORMATION:

The Trustees met on April 28, June 9, and June 28, 2022 via Zoom.

ACTIONS REPORTED:

1. The Trustees approved the request from Raleigh Court Presbyterian Church to borrow \$1.8 million from American National Bank to provide funding for renovations at the church.

2. The Trustees approved the request from First Evangelical Presbyterian Church, Roanoke to prepay the remaining four years of dismissal payments totaling \$376,000. The Trustees also agreed to remove the reversion clause from the church deed after receipt of the final payment.
3. The Trustees approved the request from Rustburg Presbyterian Church to sell their church building. The congregation will remain in the building for one year and will work with the Presbytery Church Leadership Ministry Specialist to determine the ministry and mission of the church.

REPORT OF THE COMMITTEE ON ADMINISTRATION

INFORMATION:

The Committee on Administration (COA) met via Zoom on May 2, 2022, May 4, 2022 and May 25, 2022.

ACTIONS REPORTED:

1. The COA approved expanding the search process for the Justice & Mercy Ministry Specialist to include seminaries, personal phone calls and interface with the National Black Caucus.
2. COA approved the hiring of Jen Brothers as the Church Leadership Ministry Specialist.

**The Presbytery of the Peaks
Financial Position
06/30/2021 & 06/30/2022**

	<u>2021</u>	<u>2022</u>
Beginning Balance	\$ 54,075.30	\$ 42,749.17
<i>Add Receipts:</i>		
YTD Mission Receipts for GA, Synod, & Presbytery		
Covenants of Intents (Includes Unified & Per Capita)	203,915.25	197,880.67
Selected Giving, GA, Synod causes	39,475.63	76,558.91
Other Selected Gifts (excludes 2Cts, C A Partnership)	8,255.69	4,293.64
Camp Income	699.58	306.00
Receipts from Presbytery Designated Funds	75,000.00	80,000.00
Dismissal Fund Usage	38,000.00	0.00
Interest Income	76.92	37.71
Current Assets less Liabilities	50,827.07	(588.91)
Miscellaneous Income	0.00	1.01
Transfer Accounts	17,336.30	17,144.02
<i>Total Receipts</i>	433,586.44	375,633.05
<i>Less Disbursements:</i>		
Mission Funds to General Assembly	78,213.90	115,886.95
Mission Funds to Synod	9,334.00	8,296.96
Other In/Out Mission Funds Forwarded	8,242.80	5,675.16
Presbytery	290,088.95	272,876.02
<i>Total Disbursements</i>	385,879.65	402,735.09
Cash Balance 06/30/2021 & 06/30/2022	<u>\$ 101,782.09</u>	<u>\$ 15,647.13</u>

**Presbytery of the Peaks
Income & Expense
6/30/2022**

	<u>Current Month</u>	<u>YTD</u>	<u>Budget</u>
Income			
Covenants of Intent	44,701.28	197,880.67	439,400
Mission Payments-Dismissed Churches			2,600
Camp Income		306.00	3,000
Designated Account Funding Budget	30,000.00	80,000.00	290,259
Designated Funding for Pastoral Leadership, Partnership, Justice & Mercy Commissions			118,001
Dismissal Funds Usage			-
Miscellaneous	11.63	38.72	100
Total Income	74,712.91	278,225.39	853,360
Cabinet			
Cabinet Expense	0.57	2.04	1,950
Moderator Expenses			1,400
Communications Expense	103.32	2,484.53	3,500
Presbytery Meeting Expense		257.19	1,500
Nominating Committee		81.52	250
Black Caucus			500
Workgroup Expense	166.40	166.40	4,000
Committee on Representation			-
Total Cabinet Expense	270.29	2,991.68	13,100
Committee on Administration			
COA Expenses			250
Office Expenses	1,729.62	9,212.93	19,065
Presby Office Equipment	83.33	619.86	2,500
Property/Trustee Expenses	2,618.70	19,241.22	48,000
Audit Expense			12,500
General Presbyter	10,658.26	66,110.26	146,062
Stated Clerk Expenses	1,000.00	6,736.08	13,416
Church Leadership Ministry Specialist	2,318.20	2,318.20	
Communications Director	1,878.01	9,078.51	89,998
Mission Resource Expenses			3,269
Administrative Support Staff	6,543.94	39,263.64	80,440
Accountant	6,436.48	38,618.86	78,091
Temporary Help	215.30	376.78	2,000
Summer Staff Expenses			9,043
Program Director	1,601.02	10,786.10	20,741
Office Staff Expenses		167.56	550
Total Committee on Administration	35,082.86	202,530.00	525,925
Committee on Ministry			
Committee Expenses	42.36	148.32	1,600
Calls & Pensions Workgroup			290
Congregations in Transition			1,000

	<u>Month</u>	<u>YTD</u>	<u>Budget</u>
Leadership WG			-
Counseling & Crisis Support	97.79	97.79	2,000
Commissioned Pastor WG		(281.88)	1,500
Session Records Workgroup			200
Total Committee on Ministry	140.15	(35.77)	6,590
Total Sexual Misconduct Committee		46.50	500
Total Examinations Committee			100
Committee on Preparation for Ministry			
Committee Expenses	0.48	1.54	20
Scholarships/Testing			7,380
Total Committee on Preparation for Ministry	0.48	1.54	7,400
Committee on Church Development			
Committee Expenses		1.17	210
Small Church Residency			
Training & Support			3,500
New Worshipping Community WG		7,500.00	22,000
Partnership w/Congregations	1,000.00	1,000.00	2,000
Total Committee on Church Development	1,000.00	8,501.17	27,710
Missions Committee			
Mission Committee Expenses		25.77	100
Education and Training			200
Community Outreach Grants	11,357.78	20,332.78	37,190
CEDEPCA	6,768.75	13,537.50	27,075
Total Missions Committee	18,126.53	33,896.05	64,565
Committee on Discipleship			
Discipleship Committee Expenses		2.12	-
Christian Ed & Res Ctr Wrkgrp			500
Youth & Young Adult Wrkgrp	9.57	443.93	3,200
Outdoor Education Wrkgrp	295.50	448.80	8,000
Higher Education Expenses	10,450.00	24,050.00	55,900
Scholarships			1,000
Total Committee on Discipleship	10,755.07	24,944.85	68,600
Grants for Commissions			
Pastoral Leadership			10,000
Partnership			5,000
Justice & Mercy			4,135
Total Commission Grants	-	-	19,135
Synod Unified & Per Capita	1,250.00	5,736.00	12,685
GA Unified & Per Capita Giving	9,055.00	42,209.00	107,050
Total Presbytery Expenses	<u>75,680.38</u>	<u>320,821.02</u>	<u>853,360</u>
Total Net Income/(Expense)	<u>(\$967.47)</u>	<u>(\$42,595.63)</u>	

The Presbytery of the Peaks Cash Flow Analysis

<u>Year</u>		<u>1st Quarter</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Year to Date</u>	<u>Budget</u>
2022	<i>Contributions</i>	97,488.96	34,655.66	21,367.86	44,712.91	198,225.39	45.98%
	<i>Expenses</i>	<u>166,371.59</u>	<u>40,288.19</u>	<u>38,434.36</u>	<u>75,680.38</u>	<u>320,774.52</u>	37.59%
	<i>Variance</i>	<u>(68,882.63)</u>	<u>(5,632.53)</u>	<u>(17,066.50)</u>	<u>(30,967.47)</u>	<u>(122,549.13)</u>	
2021	<i>Contributions</i>	101,440.45	47,831.07	20,261.11	35,159.12	204,691.75	48.74%
	<i>Expenses</i>	<u>152,614.17</u>	<u>68,259.80</u>	<u>57,558.67</u>	<u>59,829.58</u>	<u>338,262.22</u>	41.73%
	<i>Variance</i>	<u>(51,173.72)</u>	<u>(20,428.73)</u>	<u>(37,297.56)</u>	<u>(24,670.46)</u>	<u>(133,570.47)</u>	
2020	<i>Contributions</i>	94,026.63	30,500.62	6,117.40	13,322.13	143,966.78	28.83%
	<i>Expenses</i>	<u>155,716.17</u>	<u>43,305.66</u>	<u>34,735.29</u>	<u>62,357.62</u>	<u>296,114.74</u>	36.90%
	<i>Variance</i>	<u>(61,689.54)</u>	<u>(12,805.04)</u>	<u>(28,617.89)</u>	<u>(49,035.49)</u>	<u>(152,147.96)</u>	
2019	<i>Contributions</i>	87,684.85	53,194.13	31,981.40	23,911.31	196,771.69	36.70%
	<i>Expenses</i>	<u>148,470.30</u>	<u>48,915.41</u>	<u>49,884.47</u>	<u>87,002.10</u>	<u>334,272.28</u>	41.16%
	<i>Variance</i>	<u>(60,785.45)</u>	<u>4,278.72</u>	<u>(17,903.07)</u>	<u>(63,090.79)</u>	<u>(137,500.59)</u>	

The Presbytery of the Peaks
Summary of Designated Accounts
6/30/2022

	<u>Book Value</u> <u>1/1/2022</u>	<u>Market Value</u> <u>1/1/2022</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Unrealized</u> <u>Gain/(Loss)</u>	<u>Market Value</u> <u>6/30/2022</u>	<u>Book Value</u> <u>6/30/2022</u>
<u>Constitutional, Trustee & Cabinet Fund</u>	5,338,363.36	7,508,131.90	1,742.27	156,017.41	0.00	7,353,856.76	5,184,088.22
<u>Pastoral Leadership/Partnership/Justice & Mercy</u>	1,810,566.37	3,892,487.91	49,541.59	0.00	0.00	3,942,029.50	1,860,107.96
<u>Total</u>	<u>7,148,929.74</u>	<u>11,400,619.81</u>	<u>51,283.86</u>	<u>156,017.41</u>	<u>0.00</u>	<u>11,295,886.26</u>	<u>7,044,196.19</u>
<u>Pass Through Funds</u>	204,999.84	215,388.07	20,661.74	77,726.45	2,018.56	160,341.92	147,935.13
Two Cents	62,593.91	62,593.91	19,346.55	38,662.12		43,278.34	43,278.34
Peacemaking	3,574.30	3,574.30	411.76			3,986.06	3,986.06
Morris Trust	1.62	1.62				1.62	1.62
Burke Mem Vacation Fund	49,332.17	57,535.54	903.43		2,018.56	60,457.53	50,235.60
Transfer Funds	89,497.84	91,682.70		39,064.33		52,618.37	50,433.51
<u>Presbytery Restricted</u>	269,829.08	328,392.40	49,551.54	20,000.00	0.00	357,943.94	299,380.62
Black Caucus	51,210.71	56,263.90	24,776.81	5,000.00		76,040.71	70,987.52
COM	10,242.14	11,252.78				11,252.78	10,242.14
Church Redevelopment Grant	158,222.81	210,722.30	24,774.73	15,000.00		220,497.03	167,997.54
Home Missions	5,684.84	5,684.84				5,684.84	5,684.84
Church Extension	41,918.58	41,918.58				41,918.58	41,918.58
Ministerial Student	2,550.00	2,550.00				2,550.00	2,550.00
<u>Donor Restricted</u>	69,019.25	69,019.25	-	-	-	69,019.25	69,019.25
Camp Scholarships	2,474.73	2,474.73				2,474.73	2,474.73
Camp Endowment	2,050.00	2,050.00				2,050.00	2,050.00
Candidates Scholarship	2,200.00	2,200.00				2,200.00	2,200.00
Home Mission	62,294.52	62,294.52				62,294.52	62,294.52
<u>Total Pass Through & Restricted</u>	<u>543,848.17</u>	<u>612,799.72</u>	<u>70,213.28</u>	<u>97,726.45</u>	<u>2,018.56</u>	<u>587,305.11</u>	<u>516,335.00</u>

**The Presbytery of the Peaks
Financial Position
07/31/2021 & 07/31/2022**

	<u>2021</u>	<u>2022</u>
Beginning Balance	\$ 54,075.30	\$ 42,749.17
<i>Add Receipts:</i>		
YTD Mission Receipts for GA, Synod, & Presbytery		
Covenants of Intents (Includes Unified & Per Capita)	265,211.74	228,873.11
Selected Giving, GA, Synod causes	53,881.72	81,578.17
Other Selected Gifts (excludes 2Cts, C A Partnership)	9,281.97	6,267.40
Camp Income	1,005.58	306.00
Receipts from Presbytery Designated Funds	75,000.00	109,737.57
Dismissal Fund Usage	38,000.00	0.00
Interest Income	84.54	48.22
Current Assets less Liabilities	1,673.79	(431.35)
Miscellaneous Income	49,500.00	1,317.27
Transfer Accounts	17,336.30	17,044.02
<i>Total Receipts</i>	510,975.64	444,740.41
<i>Less Disbursements:</i>		
Mission Funds to General Assembly	104,815.58	127,524.21
Mission Funds to Synod	11,874.41	9,415.96
Other In/Out Mission Funds Forwarded	8,255.69	5,775.16
Presbytery	330,241.34	304,503.23
<i>Total Disbursements</i>	455,187.02	447,218.56
Cash Balance 07/31/2021 & 07/31/2022	<u>\$ 109,863.92</u>	<u>\$ 40,271.02</u>

**Presbytery of the Peaks
Income & Expense
7/31/2022**

	<u>Current Month</u>	<u>YTD</u>	<u>Budget</u>
Income			
Covenants of Intent	30,992.44	228,873.11	439,400
Mission Payments-Dismissed Churches			2,600
Camp Income		306.00	3,000
Designated Account Funding Budget	29,737.57	109,737.57	290,259
Designated Funding for Pastoral Leadership, Partnership, Justice & Mercy Commissions			118,001
Dismissal Funds Useage			-
Miscellaneous	1,326.77	1,365.49	100
Total Income	62,056.78	340,282.17	853,360
Cabinet			
Cabinet Expense		2.04	1,950
Moderator Expenses			1,400
Communications Expense	99.50	2,584.03	3,500
Presbytery Meeting Expense	3.66	260.85	1,500
Nominating Committee		81.52	250
Black Caucus			500
Workgroup Expense		166.40	4,000
Committee on Representation			-
Total Cabinet Expense	103.16	3,094.84	13,100
Committee on Administration			
COA Expenses			250
Office Expenses	1,183.54	10,396.47	19,065
Presby Office Equipment	783.30	1,403.16	3,000
Property/Trustee Expenses	2,610.24	21,851.46	48,000
Audit Expense			13,000
General Presbyter	9,070.67	75,180.93	146,062
Stated Clerk Expenses	1,000.00	7,736.08	13,416
Church Leadership Ministry Specialist	4,032.59	6,350.79	30,455
Communications Director	2,825.00	11,903.51	28,000
Mission Resource Expenses			30,455
Administrative Support Staff	4,223.22	43,486.86	82,116
Accountant	4,597.36	43,216.22	79,771
Temporary Help		376.78	2,000
Summer Staff Expenses			9,044
Program Director	1,008.33	11,794.43	20,741
Office Staff Expenses		167.56	550
Total Committee on Administration	31,334.25	233,864.25	525,925
Committee on Ministry			
Committee Expenses	5.73	154.05	1,600
Calls & Pensions Workgroup			290
Congregations in Transition			1,000

	<u>Month</u>	<u>YTD</u>	<u>Budget</u>
Leadership WG			-
Counseling & Crisis Support	98.49	196.28	2,000
Commissioned Pastor WG	0.03	(281.85)	1,500
Session Records Workgroup			200
Total Committee on Ministry	104.25	68.48	6,590
Total Sexual Misconduct Committee	15.50	62.00	500
Total Examinations Committee			100
Committee on Preparation for Ministry			
Committee Expenses		1.54	20
Scholarships/Testing			7,380
Total Committee on Preparation for Ministry		1.54	7,400
Committee on Church Development			
Committee Expenses	0.09	1.26	210
Small Church Residency			
Training & Support			3,500
New Worshipping Community WG		7,500.00	22,000
Partnership w/Congregations		1,000.00	2,000
Total Committee on Church Development	0.09	8,501.26	27,710
Missions Committee			
Mission Committee Expenses		25.77	100
Education and Training			200
Community Outreach Grants		20,332.78	37,190
CEDEPCA		13,537.50	27,075
Total Missions Committee		33,896.05	64,565
Committee on Discipleship			
Discipleship Committee Expenses		2.12	200
Christian Ed & Res Ctr Wrkgrp			500
Youth & Young Adult Wrkgrp		443.93	3,500
Outdoor Education Wrkgrp	69.96	518.76	8,000
Higher Education Expenses		24,050.00	55,400
Scholarships			1,000
Total Committee on Discipleship	69.96	25,014.81	68,600
Grants for Commissions			
Pastoral Leadership			10,000
Partnership			5,000
Justice & Mercy			4,135
Total Commission Grants	-	-	19,135
Synod Unified & Per Capita	919.00	6,655.00	12,685
GA Unified & Per Capita Giving	6,818.00	49,027.00	107,050
Total Presbytery Expenses	<u>39,348.71</u>	<u>360,185.23</u>	<u>853,360</u>
Total Net Income/(Expense)	<u>\$22,708.07</u>	<u>(\$19,903.06)</u>	

The Presbytery of the Peaks Cash Flow Analysis

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>July</u>	<u>Year to Date</u>	<u>Budget</u>
<i>2022</i>					
<i>Contributions</i>	97,488.96	100,736.43	32,319.21	198,225.39	45.98%
<i>Expenses</i>	166,371.59	154,402.93	39,348.71	320,774.52	37.59%
<i>Variance</i>	<u>(68,882.63)</u>	<u>(53,666.50)</u>	<u>(7,029.50)</u>	<u>(122,549.13)</u>	
<i>2021</i>					
<i>Contributions</i>	101,440.45	103,251.30	61,602.49	204,691.75	48.74%
<i>Expenses</i>	152,614.17	185,648.05	55,268.69	338,262.22	41.73%
<i>Variance</i>	<u>(51,173.72)</u>	<u>(82,396.75)</u>	<u>6,333.80</u>	<u>(133,570.47)</u>	
<i>2020</i>					
<i>Contributions</i>	94,026.63	49,940.15	34,878.35	143,966.78	28.83%
<i>Expenses</i>	155,716.17	140,398.57	43,135.60	296,114.74	36.90%
<i>Variance</i>	<u>(61,689.54)</u>	<u>(90,458.42)</u>	<u>(8,257.25)</u>	<u>(152,147.96)</u>	
<i>2019</i>					
<i>Contributions</i>	87,684.85	109,086.84	64,844.82	196,771.69	36.70%
<i>Expenses</i>	148,470.30	185,801.98	55,697.69	334,272.28	41.16%
<i>Variance</i>	<u>(60,785.45)</u>	<u>(76,715.14)</u>	<u>9,147.13</u>	<u>(137,500.59)</u>	

The Presbytery of the Peaks
Summary of Designated Accounts
7/31/2022

	<u>Book Value</u> <u>1/1/2022</u>	<u>Market Value</u> <u>1/1/2022</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Unrealized</u> <u>Gain/(Loss)</u>	<u>Market Value</u> <u>7/31/2022</u>	<u>Book Value</u> <u>7/31/2022</u>
<u>Constitutional, Trustee & Cabinet Fund</u>	5,338,363.36	7,508,131.90	47,907.80	156,017.41	(1,345,813.48)	6,054,208.81	5,230,253.75
<u>Pastoral Leadership/Partnership/Justice & Mercy</u>	1,810,566.37	3,892,487.91	74,571.36	0.00	(729,665.79)	3,237,393.48	1,885,137.73
<u>Total</u>	<u>7,148,929.74</u>	<u>11,400,619.81</u>	<u>122,479.16</u>	<u>156,017.41</u>	<u>(2,075,479.27)</u>	<u>9,291,602.29</u>	<u>7,115,391.49</u>
<u>Pass Through Funds</u>	<u>204,999.84</u>	<u>215,388.07</u>	<u>21,203.48</u>	<u>77,726.45</u>	<u>(604.16)</u>	<u>158,260.94</u>	<u>148,476.87</u>
Two Cents	62,593.91	62,593.91	19,346.55	38,662.12		43,278.34	43,278.34
Peacemaking	3,574.30	3,574.30	411.76			3,986.06	3,986.06
Morris Trust	1.62	1.62				1.62	1.62
Burke Mem Vacation Fund	49,332.17	57,535.54	1,355.20		2,018.56	60,909.30	50,687.37
Transfer Funds	89,497.84	91,682.70	89.97	39,064.33	(2,622.72)	50,085.62	50,523.48
<u>Presbytery Restricted</u>	<u>269,829.08</u>	<u>328,392.40</u>	<u>51,321.55</u>	<u>20,000.00</u>	<u>(51,599.27)</u>	<u>308,114.68</u>	<u>301,150.63</u>
Black Caucus	51,210.71	56,263.90	25,134.97	5,000.00	(10,441.19)	65,957.68	71,345.68
COM	10,242.14	11,252.78	71.63		(2,088.24)	9,236.17	10,313.77
Church Redevelopment Grant	158,222.81	210,722.30	26,114.95	15,000.00	(39,069.84)	182,767.41	169,337.76
Home Missions	5,684.84	5,684.84				5,684.84	5,684.84
Church Extension	41,918.58	41,918.58				41,918.58	41,918.58
Ministerial Student	2,550.00	2,550.00				2,550.00	2,550.00
<u>Donor Restricted</u>	<u>69,019.25</u>	<u>69,019.25</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>69,019.25</u>	<u>69,019.25</u>
Camp Scholarships	2,474.73	2,474.73				2,474.73	2,474.73
Camp Endowment	2,050.00	2,050.00				2,050.00	2,050.00
Candidates Scholarship	2,200.00	2,200.00				2,200.00	2,200.00
Home Mission	62,294.52	62,294.52				62,294.52	62,294.52
<u>Total Pass Through & Restricted</u>	<u>543,848.17</u>	<u>612,799.72</u>	<u>72,525.03</u>	<u>97,726.45</u>	<u>(52,203.43)</u>	<u>535,394.87</u>	<u>518,646.75</u>

REPORT OF THE COMMITTEE ON MISSIONS

INFORMATION:

Earth Care/ Creation Care is a growing ministry among our congregations in the Peaks!

Perhaps your congregation is ready to learn practical ways to become stewards of God's earth. Our presbytery website has a new web page on Earth Care Congregations. It is easy to find a wealth of materials to help your congregation take simple and profound steps forward. (On the presbytery website find the heading "Ministry/Mission" and click the tab "Earth Care Congregations" or type the link <https://www.peakspresbytery.org/earth-care-congregations/>)

A. Congregational Earth Care Mini-Grants: Our presbytery recently received a grant and has a limited amount of funds available to support congregations that are seeking to become, or are already engaged, in Creation Care or Earth Care Ministries. Mini-Grant applications will be accepted between mid -August through October 31. Look for the Mini-Grant application which will soon be posted on the presbytery website and advertised in Peaks Postings. We anticipate that grants from \$100 to \$200 will be available in 2022.

Priority will be given to proposals that:

- are from smaller, traditionally underrepresented congregations;
- Include partnerships with other churches or with local community organizations (like master gardeners);
- Are innovative and that will provide seed money to get a new earth care project launched, or support existing programs in a new, creative way;
- Support at least one of the PCUSA Earth Care Congregations' main focus areas (worship, education, outreach, facilities).

B. Earth Care Summit Planned for our congregations: Saturday, October 1, 11:00 AM – 2 PM. The focus will be on sharing Creation Care ideas that are working, and how they are creating fruitful ministry. All size congregations will benefit from sharing information and questions, sharing contacts, and learning how to become a PCUSA Earth Care Congregation. Meeting hubs are planned for Roanoke, Lynchburg, and Martinsville.

Our goals are 1) to provide congregations some resources and ideas to enhance or kickstart their work in Creation Care 2) to give participants a faith-based perspective on Creation Care ministry 3) to support the vital and challenging ministry of caring for God's world so that our churches can reach out to be a witness for their communities. More information is on the way. Save the date and spread the word to one or more representatives from your congregation.

CEDEPCA Mission Study/ Inter-Cultural Trip to Guatemala-- Monday, April 17, 2023 until Monday April 24 Experience our transforming mission partnership in Guatemala.
On this trip....

- Learn, discover, renew your faith that Christ is working in our world.
- Meet amazing people whose lives God has changed through CEDEPCA
- Participate in worship, reflection, and lively Bible Study
- Find renewal, energy, and inspiration for mission

- Enjoy Guatemala's natural beauty, Mayan heritage, and the splendid hospitality of Christian brothers and sisters in Guatemala.

The trip is planned for April 2023 – a beautiful time in Guatemala. This will be a listen and learn trip which touches the heart and nourishes the soul. Perhaps God is nudging you to engage with our mission partners in CEDEPCA. Perhaps God is nudging you toward renewal. Perhaps God is nudging you to consider the CEDEPCA Mission Study Trip in 2023. More information about costs and financial assistance will be available soon.

2022 Presbytery of the Peaks Two Cents-a-Meal Awards

Through the generosity of our congregations, \$16,450.00 has been awarded to community agencies, \$18,000.00 to regional, national and international agencies, and \$75.00 to designated offerings for a total of **\$34,525.00 in 2022.**

Local

Backpack Buddies of Clarksville	\$1,200.00
FACES / Farmville	2,000.00
Feed the Hungry / Danville	1,000.00
Grace Network / Martinsville	1,500.00
Greene Memorial UMC's Summer Pack a Snack	2,000.00
Lake Christian Ministries / Moneta	2,000.00
Lynchburg Daily Bread	2,500.00
Northside PC Community Supper / Blacksburg	2,000.00
Presbyterian Community Center / Roanoke	1,250.00
Salem / Roanoke County Food Pantry	1,000.00
Total Local Two Cents-a-Meal	\$16,450.00

Regional, National, International

Appomattox Prince Edward Rise Against Hunger	\$ 500.00
Cool Spring Leper Ministry / Uganda	1,000.00
Feeding America SWVA	6,000.00
Namulesa Evangel Rescuing Church / Uganda	1,000.00
Peacework (food aid / Ukraine)	6,000.00
Society of St. Andrew	1,500.00
South Sudan Mission Workgroup	2,000.00
Total Regional, National, International Two Cents	\$18,000.00

Designated Gifts

Heifer International	\$ 75.00
Total Designated	\$ 75.00

Deadlines for Two Cents-a-Meal grant applications are April 1 and October 1.

Applicants may apply one time each year. Contact Presbytery of the Peaks for more information: 1-888-557-3257 or office@peaks-presbytery.org

"You give them something to eat." Mark 6:37

Thank you, Presbytery of the Peaks, for your generous giving!

Please continue to prayerfully support Two Cents-a-Meal with your pennies. The final 2022 grants will be awarded in October. The application can be found on the Presbytery's website, under "Ministry and Mission."

REPORT OF THE COMMITTEE ON CHURCH DEVELOPMENT

INFORMATION:

- The Presbytery of the Peaks Church Development Committee met for a stated meeting at 10:00 a.m. Tuesday morning, May 24, 2022, by Zoom
- Church Redevelopment grants are due on August 15. Information and forms are available at peakspresbytery.org/grants

ACTIONS REPORTED:

1. Church Redevelopment Grants were approved for:
 - **Northside Presbyterian Church's** "Weekly Free Community Dinner" (\$2000 awarded)
 - **McAllister Memorial Presbyterian Church's** "McAllister Youth Theater." (\$5000 awarded)
2. Grant Liaison Follow-Up Reports Were Heard for Previously Awarded Grants

RECOMMENDATIONS:

None.

REPORT OF THE BLACK CAUCUS

INFORMATION:

1. Juneteenth Service participation with National Caucus
2. Members participated in General Assembly meetings via Zoom
3. Grace Presbyterian Church worked on a community garden and shared vegetables with the community - well received
4. Summer Newsletter will be available in August
5. Several churches working on grant applications

ACTIONS REPORTED:

1. Recognized Senior graduation and awarded scholarship to Destiny Marie Hodges from Grace Presbyterian Church
2. Faith Bible Study at Fifth Avenue Presbyterian Church has gone well
3. Meeting of members will take place in August

RECOMMENDATIONS:

1. Continue to pray for the Caucus and the churches

REPORT OF PRESBYTERIAN WOMEN

INFORMATION:

- The Peaks PW Coordinating Team has challenged each local congregation to participate in a “new book” mission project for children in preschool through third grade. PW groups in the congregations are encouraged to plan a “new book drive” and to donate the collection of new books to a charitable organization of their own choosing in the community in which their church is located. There is no time limit on completing this project.
- The Synod of the Mid-Atlantic Presbyterian Women Summer Gathering took place virtually June 10-11. The Gathering featured Carol Bechtel, author of the 2022-23 *Horizons* Bible Study, *Celebrating Sabbath – Accepting God’s Gift of Rest and Delight*; Kathy Reeves, 2021-2024 PW Churchwide Moderator; Jimmie Hawkins, Director of the PCUSA Office of Public Witness; and Cindy Corell, PCUSA Mission Co-Worker to Haiti, as presenters. More than a dozen women from The Peaks participated.

ACTIONS REPORTED:

1. Planning continues for the 34th Annual Gathering of Presbyterian Women in the Presbytery of the Peaks, scheduled for September 24, from 10:00 a.m. until 12:00 noon, at First Presbyterian Church in Lynchburg. The Gathering theme is “Shining in the World to Make a Difference.” More detailed information will be available soon!
2. As a way of keeping in touch with the women in the local churches, the Coordinating Team continues to publish mini newsletters every other month.
3. Members continue to work on the Peaks PW cookbook.
4. The Search Committee continues seeking women who are willing to serve in leadership positions.

RECOMMENDATIONS:

None.

UKIRK Campus Ministry at VA Tech

UKIRK is the Presbyterian Campus Ministry at VA Tech. UKIRK stands for “University Church” and is a connectional program of the PCUSA. Ours at VA Tech is a ministry of Peaks Presbytery. It is a home away from home for our students – a smaller group where they can find a sense of belonging on a large campus. We eat together, worship together, play together and serve others together. We are a faith community for one another. If you know of someone who is coming to VA Tech this fall, please send their contact information to Kathy Carpenter, Campus Minister at campusminister@pcusa-vt.org. Or, you can call me at 434-426-4599. Thank you for your help in building this ministry and reaching out to students.

REPORT OF THE SEXUAL MISCONDUCT POLICY COMMITTEE

The committee for Sexual Misconduct would like to issue the formal statement from the Presbyterian Church (U.S.A.) and to recommend that information from a support organization office listed will be able to provide assistance to you. It is important to ensure that your policy in your church is up to date and reviewed regularly so that everyone has been made aware of the importance of having a policy.

SEXUAL MISCONDUCT POLICY:

Policy Statement: It is the policy of the Presbyterian Church (U.S.A.) (hereinafter referred to as PC(USA)) that all church members, church officers, non-member employees, and volunteers of congregations, councils, and entities of the church are to maintain the integrity of the ministerial, employment, and professional relationship at all times. Persons who engage in sexual misconduct are in violation of the principles set forth in Scripture, and also of the ministerial, pastoral, employment, and professional relationship. It is never permissible or acceptable for a church member, officer, employee, or volunteer to engage in sexual misconduct.

Spotlight on organizations that can offer support for you and can offer specific workshops to support education in your church community is our emphasis. Today, we spotlight **SARA**.

SARA -

Crisis Advocates are available 24-hours a day to provide in-person crisis support and advocacy to survivors of sexual violence. Navigating the medical and legal systems during a crisis can feel overwhelming on your own. We can help be your guide throughout the process. SARA works with survivors and/or their families and friends regardless of whether or not there is police or legal involvement in the case.

If you would like to speak with this organization or to phone them, the information is listed below:

Administrative Office: Teresa C. Berry, LPC, LMFT - Executive Director: 3034 Brambleton Avenue, SW - Roanoke, VA 24015 - Office Telephone Number: 540-345-7273.

They are also involved in workshops if you are interested. Just let me know and I will work with you to have them come and conduct an informational workshop for you.

Submitted by,
Sexual Misconduct Committee
Presbytery of the Peaks
Helen Dean - 540-362-5169

REPORT OF THE SESSION RECORDS WORK GROUP

INFORMATION:

The Session Records Work Group continues to receive and review both past and current Session Minutes. Please see the following pages for the quarterly report showing the running record of Session Minutes submitted for review.

Past or current sets of Session Minutes may be submitted for review at any time. Please note, however, that 2021 Session Minutes are due for review during 2022. The Work Group reviews Session Minutes alphabetically by church name. The remaining schedule for the review of 2021 Session Minutes in 2022 is as follows:

- August 20 – Churches with names beginning with J-O
- November 17 – Churches with names beginning with P-W

While the Presbytery of the Peaks has been unable to meet in person, churches have been asked to EITHER mail hard copies of the Minutes (no binders, please), along with a completed “Session Records Review Form,” to Shelda Wills, Session Records Work Group Chair, Christiansburg Presbyterian Church, 107 West Main Street, Christiansburg, VA 24073, OR email digital copies of the Minutes, along with the completed “Session Records Review Form,” to swills@usit.net. Contact Shelda at 540-382-2802 with questions. Churches should NOT send Minutes to the Presbytery Office!

Materials to assist Clerks of Session in their duties are available on-line through the Presbytery website at www.peakspresbytery.org. Click on “Resources”; then click on “Forms & Documents”; then click on “Session Records” to view these materials. The “Session Records Review Form” for the current year is available there for download.

ACTIONS:

1. The Session Records Work Group continues to review Session Minutes.

RECOMMENDATIONS:

None.

**✓ = Session Minutes Received and Reviewed
(as of July 29, 2022)**

Name of Church	2016	2017	2018	2019	2020	2021		Name of Church	2016	2017	2018	2019	2020	2021
Altavista	✓	✓	✓	✓	✓	✓		Covenant	✓	✓	✓	✓	✓	✓
Amherst	✓	✓	✓	✓	✓	✓		Covington, First	✓	✓	✓	✓		✓
Appomattox CH	✓	✓						Cumberland	✓	✓	✓	✓	✓	✓
Appomattox PE			✓		✓	✓		Danube	✓	✓				
Arvon								Danville, First	✓	✓	✓	✓	✓	✓
Beale Memorial								Davis Memorial						
Bedford	✓	✓	✓	✓	✓	✓		Diamond Hill	✓	✓	✓	✓	✓	✓
Belmont	✓	✓						Douglas	✓	✓	✓	✓	✓	
Belspring	✓							Drakes Branch	✓	✓	✓			
Berry Hill	✓	✓	✓	✓	✓	✓		Fairlawn	✓	✓	✓	✓	✓	✓
Bethlehem		✓	✓					Falling Spring	✓	✓	✓			
Blacksburg	✓	✓	✓	✓	✓	✓		Farmville	✓	✓	✓	✓	✓	✓
Bluemont	✓	✓	✓	✓	✓			Fellowship						
Briery	✓	✓	✓	✓	✓	✓		Fifth Avenue	✓					
Brookneal	✓	✓	✓	✓				Fincastle		✓	✓			
Browns								Floyd	✓	✓	✓	✓		
Buchanan	✓	✓	✓					Forest	✓	✓	✓	✓	✓	✓
Buffalo								Forest Hills	✓	✓	✓	✓		
Campbell Memorial	✓	✓	✓		✓	✓		Fork Union						
Chatham	✓	✓	✓	✓				Gethsemane						
Christiansburg	✓	✓	✓	✓	✓	✓		Glasgow	✓	✓				
Clarksville		✓	✓	✓	✓	✓		Glen Wilton						
Clifton Forge	✓	✓	✓	✓	✓	✓		Grace	✓	✓				
College	✓	✓	✓	✓	✓	✓		Harmony						
Collinsville, First	✓	✓	✓					Hat Creek						
Colonial	✓	✓	✓					Hermon	✓	✓	✓	✓	✓	
Concord								High Bridge	✓	✓	✓			
Cool Spring								Holbrook Street	✓	✓	✓			
Coolwell								Jamestown						

Name of Church	2016	2017	2018	2019	2020	2021		Name of Church	2016	2017	2018	2019	2020	2021
Kayser Memorial	✓	✓		✓	✓	✓		Pearisburg	✓	✓	✓	✓	✓	
Kentuck	✓	✓	✓	✓	✓	✓		Phenix						
Low Moor	✓	✓	✓	✓	✓	✓		Pisgah						
Lynchburg, First	✓	✓	✓					Pulaski, First	✓		✓			
Madisonville	✓	✓	✓					Quaker Memorial	✓	✓	✓			
Mallow	✓	✓	✓	✓				Radford	✓	✓	✓	✓	✓	
Martinsville, First	✓	✓	✓	✓	✓			Raleigh Court	✓	✓	✓	✓	✓	✓
Mary Horner Walker	✓	✓	✓	✓				Roanoke	✓					
Massies Mill	✓	✓	✓	✓	✓			Roanoke, Second	✓					
Mayberry	✓	✓	✓	✓				Roanoke Valley	✓	✓	✓	✓	✓	✓
Maysville	✓	✓	✓	✓	✓			Rocky Mount	✓	✓	✓			
McAllister Memorial	✓	✓	✓	✓	✓			Rough Creek	✓	✓				
Meherrin	✓	✓	✓	✓	✓	✓		Rustburg	✓	✓	✓	✓	✓	
Memorial	✓	✓	✓					Saint Andrew	✓	✓	✓	✓	✓	
Mercy Seat								Salem	✓	✓	✓	✓	✓	
Mizpah	✓	✓	✓	✓	✓			Sinking Spring						
Montvale	✓	✓						South Boston, First	✓	✓	✓	✓	✓	✓
Mount Carmel	✓		✓	✓	✓	✓		Trinity, Arvonía						
Narrows, First								Trinity Ecumenical	✓	✓	✓			
New Concord	✓	✓	✓					Unity						
New Dublin	✓	✓	✓	✓	✓	✓		Village	✓	✓	✓	✓	✓	✓
New Store	✓	✓	✓					Villamont		✓	✓		✓	✓
Northminster	✓	✓	✓	✓	✓	✓		Virginia	✓	✓				
Northside	✓	✓	✓	✓	✓	✓		West End	✓	✓	✓	✓	✓	✓
Oak Level	✓	✓	✓	✓	✓	✓		Westminster						
Oak View	✓	✓	✓					Williamson Memorial	✓	✓	✓	✓	✓	
Old Brick	✓	✓	✓	✓	✓									
Old Concord	✓	✓	✓	✓										
Peace	✓	✓	✓											
Peaks	✓	✓	✓	✓	✓	✓		Totals	88	85	80	56	50	36

Grand Total of Minutes Reviewed from 2002-2021 = 1,924

Total includes: 115 (2002), 117 (2003), 117 (2004), 113 (2005), 122 (2006), 122 (2007), 117 (2008), 113 (2009), 107 (2010), 104 (2011), 102 (2012), 94 (2013), 91 (2014), 95 (2015).

Dismissed: Bethel, Bouldin Memorial, Dublin, Elon, Falling Spring (Alleghany County), First (Roanoke), Galatia, New Hope, Northminster (Madison Heights), Piedmont, Providence, Rivermont, Slate Mountain, Spring Garden (Danville area), Walker's. **Closed by Presbytery:** Clarktown, Covenant (Lynchburg), Laurel Grove. **Merged:** Green Ridge with Northminster, Shelton Memorial with Unity. **Dissolved:** Holmes Memorial, Matthews Memorial, Trinity (Ridgeway).

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Presbytery of the Peaks Presbyterian Church (USA)

Manual of Operations

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I. Who Are We and What Are We Called to Do?

A. Our Statement of Identity and Purpose

1. Values Underlying New Structure

- a) Establishment: The Presbytery of the Peaks is a corporate expression of the Presbyterian Church (U.S.A.), created by the 200th General Assembly, meeting in St. Louis, Missouri, in June 1988.
- b) Mission Statement: While faithful to the design mandates of the Book of Order for doing mission and governing the Church, the Presbytery of the Peaks exists and structures itself to fulfill its Mission in line with its Values of Commitment, Growth, Integrity, Intentionality, Partnership, and Trust (Adopted November 16, 2006).
- c) Responsibilities: The Presbytery of the Peaks is responsible for the mission and government of the Church throughout its geographical district in accordance with the mandates of the Book of Order (G-3.03).
- d) G3 BoO general references

B. Where Do We Operate? (Boundaries)

1. History of Presbytery's Geographical Boundaries

- a) The boundaries of the Presbytery of the Peaks are drawn to include all of the following counties in the Commonwealth of Virginia: Amherst, Appomattox, Bedford, Botetourt, Buckingham, Campbell, Craig, Cumberland, Franklin, Giles, Halifax, Henry, Montgomery, Patrick, Pittsylvania, Prince Edward, and Roanoke; and all of the following cities: Bedford, Covington, Danville, Lynchburg, Martinsville, Radford, Roanoke, Salem, and South Boston. Also included are the counties of Alleghany, except for the Forest Memorial Church; Charlotte, except for the Wylliesburg Church; Floyd, except for the Wild Goose Christian Community; Nelson except for the Rockfish Church; and Pulaski, except for the Anderson Memorial Church. Also included are the following churches: Bluemont in Carroll County; Fork Union in Fluvanna County; Falling Spring, Glasgow, and High Bridge in Rockbridge County; and Clarksville in Mecklenburg County.

b) Purpose of Neighborhoods and Communities

2. Neighborhood Boundaries

- a) Geographic Neighborhoods

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- (1) Piedmont
- (2) Hill Cities
- (3) Southside
- (4) Roanoke Valley
- (5) Highlands
- (6) New River Valley
- b) Churches - link to list

3. Missional Communities

- a) Affinity groups that may be formed dynamically
- b) Examples include the Black Caucus and Presbyterian Women

C. Structure Overview

1. POP Overall Structure

- a) Org chart
- b) Distinctions between Committees and Commissions
- c) All Committees and Commission shall make regular reports to Presbytery on their work.
- d) Unless special conditions dictate otherwise, all members of committees, commissions and subcommittees shall serve no more than 2 consecutive full three year terms. Members must take a one year break before serving again.

2. Commissions

- a) Church Partnership Commission (CPC)
 - (1) The central focus of the CPC is to encourage, facilitate, and fund collaborative partnerships among the varied leaders and ministries of our presbytery, including church staff, congregations, new worshipping communities, campus ministries, and other validated ministries. Making use of neighborhood connections, as well as the natural partnerships that result from congregational size, context, or common interests, the goal is to make vital ministry a norm across the presbytery, fulfilling our calling to be the Body of Christ in and for the world.

As a commission, the CPC will have the authority to act on behalf of presbytery in the following matters: receiving and approving grants; merging congregations or forming ecumenical partnerships; starting new worshipping communities and new churches within the bounds of the presbytery. All such actions shall be reported to the presbytery.

- b) Pastoral Leadership Commission (PLC)

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- (1) The scope of the PLC includes all the ministries that pertain to those who sense a call to the ministry of word and sacrament, ruling elders serving as commissioned pastors, congregations seeking pastoral or educational leadership, and the examination, integration and support of clergy and certified educators in the presbytery.

As a commission, the PLC shall have the authority to act on behalf of the presbytery in matters pertaining to candidacy, establishing calls, approving contracts, and commissioning or installing pastoral leaders, as well as validating ministries outside congregational ministry. All such actions shall be reported to the presbytery.

c) Justice and Mercy Commission (JMC)

- (1) The purpose of the JMC is to engage and equip the presbytery in its advocacy for justice and in ministries of compassion, such as combating racism, alleviating hunger, or advocating for vulnerable populations.

As a commission, the JMC will allocate presbytery mission funds and grants that challenge and enable ministry partners to do together in mission what they cannot do as effectively or faithfully when acting alone. All such actions shall be reported to the presbytery.

d) Commission on Administration (COA)

- (1) The Presbytery has been entrusted by God with financial, human, and material resources that are meant to support the ministry and mission of the presbytery. The Trustees will be the managing and legal steward of our paid staff, property, and all funds.
- (2) The Board of Trustees are granted commission authority to act on behalf of the presbytery for all matters pertaining to properties (both congregational and presbyterial), all financial matters and human resource matters.

3. Committees

a) Constitutional Ministries Committee (CMC)

- (1) The presbytery is responsible for fulfilling duties contained in the Book of Order and to matters that pertain to both the Synod and General Assembly. The CMC will maintain the committees and commissions required by the constitution, such as the Permanent Judicial Commission and Committee on Representation, and maintain required processes and procedures concerning sexual misconduct. It will receive communications from the higher councils of the church and lead the presbytery in appropriate responses.

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Mindful of the Presbytery's fundamental commitment to inclusion and representation in all the councils of the church, the CMC shall develop appropriate means of drawing leaders into the presbytery's ministries, and the higher councils of the PCUSA, nominating individuals to serve on commissions and committees, and as officers of the presbytery.

b) Coordinating Cabinet

- (1) The Coordinating Cabinet is responsible for leading the Presbytery to discern God's will in all its work. It shall coordinate the work of the committees and other structures of Presbytery, including presbytery meetings, this Manual of Operations, and other standing rules.

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II. How Do We Carry Out Our Identity and Purpose?

A. Presbytery

1. Reserved Actions of the Presbytery

- a) According to G-3.0109b, Commissions have only the powers specifically delegated to them when acting on behalf of the Presbytery.
- b) Powers reserved by the Presbytery and not delegated to any Commission include, but are not limited to:
 - (1) Examining candidates for ordination and pastors transferring from other presbyteries
 - (2) Final approval of the call or commission of pastoral leaders (including commissioned pastors) after examination by the presbytery
 - (3) Set minimum annual compensation for Teaching Elders and Certified Christian Educators
 - (4) Approve budget
 - (5) Changes in elected staff terms of call
 - (6) Location of Presbytery office

2. Meetings of Presbytery

- a) Quorum
- b) Notice
- c) Electronic/Hybrid Meetings policy

3. Officers of the Presbytery (BoO)

- a) Moderator
- b) Vice-Moderator
- c) Stated Clerk
- d) Treasurer, who shall also serve as the Treasurer of the corporation.
- e) Nominations for Commissions, Committee, Personnel

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B. Commissions

1. Church Partnership Commission (CPC)

- a) Powers Delegated by Presbytery
 - (1) Receiving and approving NWC, NCD and Church Partnership grants
 - (2) Merging congregations or forming ecumenical partnerships
 - (3) Starting new worshipping communities and new churches within the bounds of the presbytery
- b) Responsibilities
 - (1) Church Development
 - (a) Design programs and strategies to revitalize existing congregations, giving special attention to smaller churches, rural churches, and African-American churches. Arrange material, financial, and human resources in partnership with congregations needing assistance.
 - (b) Make joint recommendations with the Trustees on requests from congregations regarding real property (G-4.0206); and on required collateral agreements of Presbytery assets on behalf of congregations.
 - (2) Evangelism
 - (a) Research and share with the Presbytery models of outreach.
 - (b) Provide resources and award grants related to outreach.
 - (3) New Worshipping Communities
 - (a) Plan, coordinate, and encourage new church development, with emphasis on establishing a ministry to and with Hispanic and all other ethnic persons within the Presbytery.
 - (4) Church Neighborhoods/Missional Communities
 - (a) Encourage, as needed, geographical groupings of congregations, ministers, and educators to support the individual and common life and mission of their membership. Each shall determine its own programs and structure, and serve as a means for achieving Christ's goals.
 - (b) Encourage, as needed, non-geographical missional groupings of congregations, ministers, and educators to support the individual and common life and mission of their membership. Each shall determine its own programs and structure, and serve as a means for achieving Christ's goals.
 - (5) Christian Education/Resource Center
 - (a) Encourage collaboration of the Presbytery's Christian educators. Develop educational opportunities for congregations within the

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Presbytery. Provide access to presbytery-wide resources in the form of a resource center or other appropriate.

- (6) Higher Education
 - (a) Encourage collaboration amongst local campus ministry programs, as well as the national 'UKirk' campus ministry identity of General Assembly.
- (7) Outdoor Education
 - (a) Provide camping opportunities for people of all ages, including summer day camp for elementary-aged children.
- (8) Young Adults
 - (a) Develop programming and leadership skills for the young adults of the Presbytery.
- (9) Youth Council
 - (a) Develop programming and leadership skills for the youth of the Presbytery.
- c) Membership and Staff Liaison
 - (1) General Presbyter shall act as liaison to the CPC.
 - (2) 3 classes of 5
 - (3) Members of subcommittees (other than the chair) need not be members of the CPC. Membership is formed in consultation with the Nominating and Representation subcommittee of CMC.
- d) Leadership
 - (1) Chair shall be elected by the Presbytery
 - (2) Secretary (if any) may be elected by the CPC
 - (3) Subcommittee chairs (if any) may be elected by the CPC
- e) Meetings and Quorum
 - (1) Quorum shall be half the members on the CPC
 - (2) Meetings shall be at least every other month, and may take place electronically.
- f) Policies and Procedures
- g) Checklist of what to include (subcommittees, etc.)

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2. Pastoral Leadership Commission (PLC)

a) Scope of Responsibilities:

- (1) Supporting those who sense a call to the ministry of the word and sacrament
- (2) Supporting those serving in installed and temporary calls, validated ministries, who are members-at-large, and the honorably retired
- (3) Supporting ruling elders serving as commissioned pastors
- (4) Supporting congregations seeking pastoral or educational leadership
- (5) Ensuring that the sacraments are rightly administered and received
- (6) Evaluate and prepare pastoral leaders (including commissioned pastors) for examination by the presbytery, and make recommendation to the presbytery as to the advisability of the call or commission
- (7) Facilitate and coordinate training of congregational leaders

b) Powers Delegated by Presbytery

- (1) Support, guidance, and evaluation of a candidate's fitness and readiness for a call to ministry requiring ordination (G-2.0604)
- (2) Approving temporary supply and commissioning contracts and renewals of those contracts
- (3) Commissioning/installing/ordaining pastoral leaders
- (4) Validating ministries outside congregational ministry
- (5) Approve requests from congregations to waive rotation of Ruling Elders
- (6) Appoint moderators of session and/or congregational meetings when needed.
- (7) Approve candidates and inquirers for transfer of care between Presbyteries.
- (8) Nominate Teaching and Ruling Elders to serve as readers of the PC (U.S.A.) standard ordination examinations.
- (9) Examine and approve applicants to become inquirers
- (10) Examine and approve Commissioned Pastors as to their preparedness for seeking commissioning to a particular pastoral service.
- (11) Authorize Commissioned Pastors to moderate the session of the congregation to which he or she is commissioned, to administer the Sacraments, and to officiate at marriages where permitted by state law.
- (12) Assign mentors to Commissioned Pastors as required by the Book of Order (G-2.1004)
- (13) Dismiss Teaching Elders to other Presbyteries and reformed denominations

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- (14) Approve Teaching Elders to the status of “Honorably Retired”
- (15) Ruling Elders administering the Lord's Supper as needed
(W-3.0410, G-3.0301b)
- c) Responsibilities
 - (1) Care and nurture of Teaching Elders and Certified Christian Educators
 - (a) Shall fulfill all the responsibilities set forth in the Book of Order (G-3.0307) as Pastor, Counselor, and Advisor to the Teaching Elders and Congregations, being further guided by the most recent Advisory Handbook for Ministry Committees/Commissions.
 - (b) Shall provide care, support, and oversight for all ministers and Certified Christian Educators, with special attention to the newly ordained, couples and women, retired ministers and their families, and those laboring outside the bounds of Presbytery or in special ministries.
 - (c) Responsible for being with churches as they transition different calls
 - i) Congregational meetings when dissolving or extending a call
 - ii) Electing and training PNC
 - iii) Liaison should be involved with interviewing the candidate to make sure they're a good fit
 - (2) Care and nurture of Candidates and Inquirers
 - (a) Shall establish and guide covenant relationships with those seeking ordination as teaching elders and with their sessions and congregations under the Book of Order (G-2.06), being further guided by the most recent Advisory Handbook on Preparation for Ministry in the Presbyterian Church (USA).
 - (b) Provide liaison from the PLC to each inquirer and candidate
 - (3) Examinations
 - (a) Shall examine and recommend all candidates and ministers seeking membership in the Presbytery. All full time, part time, stated supply, and interim candidates shall be examined for congregational compatibility and theological fitness.
 - (b) Commissioned Pastors shall be examined for congregational compatibility and theological fitness.
 - (4) Care and Oversight of Commissioned Pastors
 - (a) Assign a mentor to each Commissioned Pastor
 - (b) Review the commission annually with the Commissioned Pastor and the session
 - (5) Pastor/Church Relations
 - (6) Calls and Pensions
 - (a) Reviewing and concurring with Terms of Call for installed pastors

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- i) Recommend exceptions to the Minimum Terms of Call to presbytery
 - (b) Approving temporary supply and commissioning contracts and renewals of those contracts
 - (c) Recommending Minimum Terms of Call for installed pastors and Certified Christian Educators
 - (d) Granting Honorably Retired status
 - (7) Care and nurture of Congregations
 - (a) Assign Church Liaisons
 - (b) Vacancies
 - (c) Periodic visits to congregations
 - (d) Recommend formation of Administrative Commissions (G-3.0109b(5))
 - (e) Provide education and resources to sessions for the development of financial stewardship.
 - (8) Leadership Development
 - (a) Ruling Elders
 - (b) Teaching Elders
 - (c) Commissioned Pastors
 - (d) Certified Christian Educators
 - (9) Validated Ministries
 - (a) Validating ministries
 - (10) Authorize Sacraments
 - (a) Conferences
 - (b) Chaplains
 - (c) Ruling Elders administering the Lord's Supper as needed (W-3.0410, G-3.0301b)
 - (d) New Worshipping Communities not associated with a Session
- d) Membership and Staff Liaison
 - (1) General Presbyter shall act as liaison to the PLC, with assistance from the Stated Clerk
 - (2) 3 classes of 5
 - (3) Members of subcommittees (other than the chair) need not be members of the PLC. Membership is formed in consultation with the Nominating and Representation subcommittee of CMC.
 - (4) Any subcommittee must have at least 5 members, 2 of which must be from the PLC.
- e) Leadership
 - (1) Chair shall be elected by the Presbytery
 - (2) Secretary (if any) may be elected by the PLC
 - (3) Subcommittee chairs (if any) may be elected by the PLC
- f) Meetings and Quorum

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- (1) Quorum shall be two-thirds the members on the PLC
- (2) Meetings shall be at least every other month, and may take place electronically.
- g) Procedures
- h) Checklist of what to include (subcommittees, etc.)
 - (1) Inquirer or Candidate liaison shall at least twice a year, contact the session liaison and check in about the inquiry or candidate process and the relationship of the Inquirer or Candidate and the church, and check in with the Inquirer or Candidate

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3. Justice and Mercy Commission (JMC)

- a) Scope of Responsibilities:
 - (1) Engage and equip the presbytery in its advocacy for justice and in ministries of compassion
 - (a) Combating racism
 - (b) Alleviating hunger
 - (c) Advocating for vulnerable populations
 - (2) Represent the presbytery in mission work/cooperatives with other presbyteries, Synod and the national church
 - (3) Represent the presbytery in mission work/cooperatives with other mission agencies outside of the PC(USA)
 - (4) Negotiate partnership agreements with mission partners for approval by Presbytery
 - (5) Recommend the Presbytery affiliate with ecumenical and denominational movements such as the Matthew 25 initiative
- b) Powers Delegated by Presbytery
 - (1) Allocation of presbytery mission funds/grants
 - (a) The Commission will receive an authorized allowance annually from the Presbytery's budget
 - (b) The Commission is granted the authority to disburse its annual budget as it sees fit to fulfill the work of the Commission
 - (2) File applications for mission-related grants from outside organizations on behalf of Presbytery
- c) Responsibilities
 - (1) Mission Outreach
 - (a) CEDEPCA mission group
 - (b) South Sudan Presbyterian Mission, etc.
 - (c) Others as needed
 - (2) Disaster Relief
 - (a) Coordinate with disaster response organizations, including Presbyterian Disaster Assistance (PDA)
 - (b) Provide direct disaster relief locally
 - (3) Mission Grants
 - (a) Procedures for grants are included below in 3.h.x
 - (4) Hunger Action Advocacy
 - (5) Congregational Mission Partners and Networks
 - (6) Peacemaking
 - (7) Social Justice Advocacy
 - (8) Environmental Stewardship and Creation Care Congregations
- d) Membership and Staff Liaison
 - (1) Justice, Mercy, and Mission Advocate shall act as liaison to the JMC

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- (2) 3 classes of 3
 - (3) Members of subcommittees (other than the chair) need not be members of the JMC. Membership is formed in consultation with the Nominating and Representation subcommittee of CMC.
- e) Leadership
 - (1) Chair shall be elected by the Presbytery
 - (2) Secretary (if any) may be elected by the JMC
 - (3) Subcommittee chairs (if any) may be elected by the JMC
- f) Meetings and Quorum
 - (1) Quorum shall be 2/3rds of members on the JMC
 - (2) Meetings shall be at least quarterly, and may take place electronically.
- g) Policies and Procedures
- h) Checklist of what to include

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4. Commission on Administration (COA) ¹

- a) Scope of Responsibilities
 - (1) Management and stewardship of presbytery paid staff
 - (2) Management and stewardship of presbytery property
 - (3) Management and stewardship of all presbytery funds
- b) Powers Delegated by Presbytery
 - (1) Human Resources Management (G-3.0106)
 - (a) Addition and elimination of non-elected personnel and positions
 - (b) Position descriptions, hours, compensation
 - (c) Supervising non-elected personnel, including hiring, reviewing performance, or discharging
 - (d) Performance evaluation of elected staff
 - (2) Property Resources Management (G-4.0206)
 - (a) Be empowered to acquire, receive, hold, encumber, invest, transfer and dispose of any and all funds and property committed to it, as authorized and instructed by action of the Presbytery in accordance with the Articles of Incorporation and Bylaws.
 - (b) Enter into lease agreements
 - (c) Be empowered to approve the sale, encumbrance or leasing of congregational property (such requests initiated by congregational vote).
 - (3) Financial Resources Management
 - (a) Supervision of all securities, legacies and other personal property conveyed to its control by the Presbytery, conferring upon it (except in cases where change of investment is prohibited by the instruments creating the gift) full power and authority to change securities and/or other assets by sale or exchange of part, or all, of such assets and reinvestment in other securities within limitations to securities prescribed by law for fiduciary investments, whenever it, in its sole discretion, deems such sale, exchange and reinvestment advisable to preserve and protect the assets.
- c) Responsibilities
 - (1) Incorporation
 - (a) Fulfill all the responsibilities set forth in the Book of Order (G-4.01).
 - (b) Be the corporate agent of the Presbytery of the Peaks, in accordance with the laws of the Commonwealth of Virginia, and annually maintain this corporate identity as prescribed by law.
 - (c) Shall abide by and maintain corporate bylaws.

¹ (includes former Board of Trustees and Committee on Administration responsibilities)

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- (d) Recommend any amendments to the corporate bylaws to Presbytery for approval.
- (2) Real Property Resources Management
 - (a) Decide on behalf of Presbytery matters arising from ~~the~~ member congregations, including:
 - i) Applications to encumber or sell real property,
 - ii) Applications for loans or grants, except as delegated, from the presbytery's capital and other designated funds,
 - iii) Lease arrangements between congregations and external groups for terms that exceed five years, involve worship space, or contain unusual provisions, and
 - iv) Reuse or disposal of property formerly held by a congregation that has been dissolved or declared extinct by presbytery.
 - (b) Recommend to Presbytery how newly acquired real assets shall be utilized.
 - (c) Make joint recommendations with the CPC on requests from congregations regarding real property (G-4.0206); and on required collateral agreements of Presbytery assets on behalf of congregations.
 - (d) The location or relocation of the Presbytery office shall be determined by the Commission on Administration.
 - (e) Procure, maintain, and review appropriate insurance for the Presbytery (includes property, liability, and umbrella policies).
- (3) Financial Resources Management
 - (a) Recommend to Presbytery how newly acquired financial assets shall be utilized.
 - (b) Regular periodic review of investments.
 - (c) Review annual income from investments.
 - (d) Approve and review bookkeeping, auditing, and financial procedures.
 - (e) Give a written account at the Presbytery's first stated meeting each year regarding the status, value, liabilities, liens and other encumbrances and disposition of all real and fiscal assets held on behalf of the presbytery in the previous year.
 - (f) Prepare an annual budget for Presbytery in consultation with all commissions and committees of Presbytery and program staff.
 - (g) Request sessions to covenant with Presbytery for financial support of the mission of the Presbyterian Church (U.S.A.).
 - (h) Manage the finances of Presbytery through
 - i) Supervision of the Treasurer and Accountant,
 - ii) Regular reports to Presbytery,
 - iii) An annual audit-with results of audit reported to Presbytery.

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- (i) Review financial resources to insure compliance with approved Investment Policy for the presbytery.
- (4) Personnel
 - (a) Provide support to all staff of Presbytery.
 - (b) Provide bonding for the Treasurer and other persons handling finances for the Presbytery and the Presbytery Corporation.
 - (c) Ensure performance evaluations for all staff are conducted.
 - (d) Recommend to Presbytery changes in terms of call (defined responsibilities and/or compensation) as warranted for elected staff.
 - (e) Make changes in defined responsibilities and /or compensation as warranted for non-elected staff.
 - (f) Maintain and comply with the Personnel Manual, (containing policies and job descriptions for all staff); review and maintain the Personnel Manual.
 - (g) Employ ministry specialists in consultation with the General Presbyter and the units of Presbytery.
 - (h) Provide for all Presbytery office operations and equipment.
- (5) Presbytery Staff
 - (a) Programmatic/Missional
 - i) General Presbyter
 - ii) New Staff TBD, as approved by Presbytery
 - iii) Program Director
 - iv) Justice and Mercy Advocate
 - (b) Administrative/Support
 - i) Stated Clerk
 - (1) Present the agenda from the Coordinating Cabinet at the beginning of each meeting of the Presbytery for adoption.
 - (2) Receive and assign mission and program communications from the councils of the Presbyterian Church (U.S.A.), the Stated Clerk of the General Assembly, and other church bodies.
 - ii) Accountant and Office Administrator
 - iii) Communication Director
 - iv) Administrative Assistant
- d) Membership and Staff Liaison
 - (1) General Presbyter shall act as liaison to the COA, with assistance from the Accountant & Office Administrator and the Stated Clerk.
 - (2) 3 classes of 5
 - (3) Corporate Board of Directors

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- (4) Members of subcommittees (other than the chair) need not be members of the COA. Membership is formed in consultation with the Nominating and Representation subcommittee of CMC.
 - (5) Any subcommittee must have at least 5 members, 2 of which must be from the COA.
- e) Leadership
 - (1) The Chair, who is also President of the corporation, shall be elected by the Presbytery after nomination by COA.
 - (2) The Vice President and Secretary shall be elected by the COA.
 - (3) Subcommittee chairs may be elected by the COA.
- f) Meetings and Quorum
 - (1) Quorum shall be a majority of the number of trustees fixed by Article 1, Section 2 of the Bylaws.
 - (2) Meetings shall be at least quarterly and others as needed, and may take place electronically.
- g) Policies and Procedures
 - (1) Articles of Incorporation and Bylaws
 - (2) Personnel Policies
 - (3) Investment Policy

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C. Committees

1. Constitutional Ministries Committee (CMC)

- a) Scope of Responsibilities
 - (1) Bills and Overtures
 - (a) Provide guidance to the Presbytery related to overtures to and from the General Assembly and the Synod.
 - (2) Sexual Misconduct and Child and Youth Protection
 - (a) Fulfill all the responsibilities set forth in the Presbytery of the Peak's statement "Policy and Procedures on Sexual Misconduct" and "Child and Youth Protection."
 - (3) Permanent Judicial Commission (PJC)
 - (a) The Permanent Judicial Commission shall fulfill all the responsibilities and have all powers as set forth in and in accordance with the Book of Order (D-5.0000).
 - (b) The PJC chair shall be represented on the CMC, but the PJC is not under the authority of the CMC, but is a commission of the Presbytery.
 - (c) The PJC shall be elected by the Nomination and Representation subcommittee of the CMC, and will have 3 classes of 3 people each.
 - (4) Investigating and Prosecuting Committees
 - (a) Investigating Committees (IC) and Prosecuting Committees (PC) shall fulfill all the responsibilities set forth in and in accordance with the Book of Order (D-5.0000).
 - (b) When an inquiry by an investigating committee into an alleged offense of a non-sexual nature is mandated, the Presbytery Moderator, the Stated Clerk, and the Chair of the Committee on Ministry shall appoint three to five persons to serve in that capacity in accordance with the Book of Order (D-10.0200).
 - (c) When an inquiry by an investigating committee into an alleged offense of a sexual nature or involving a child or youth is mandated, the Investigating Committee shall be selected from the IC Pool in accordance with the Presbytery of the Peaks Sexual Misconduct Policy.
 - (d) Investigating and Prosecuting Committees are represented on, not under the authority of the CMC.
 - (5) Administrative Review of Sessions
 - (a) To fulfill responsibilities set forth in G-3.0108(a), conduct annual session records review and any special administrative review, as needed.

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- (6) Representation and Nomination
 - (a) To fulfill all the responsibilities for participation and representation set forth in the Book of Order (G-3.0103), reporting at least annually to the Presbytery and ensure that all offices, commissioners to higher councils, committees, commissions, and boards of the presbytery are fully staffed in accordance with this Manual
- (7) Ecclesial Partnerships
 - (a) Oversee Presbytery's relationships with higher councils of the church, other presbyteries, and other organizations.
- b) Membership and Staff Liaison
 - (1) The Stated Clerk shall act as liaison to the CMC
 - (2) 3 classes of 3
 - (3) Members of subcommittees (other than the chair) need not be members of the CMC. Membership is formed in consultation with the Nominating and Representation subcommittee of CMC.
- c) Leadership
 - (1) Chair shall be elected by the Presbytery
 - (2) Secretary (if any) may be elected by the CMC
 - (3) Subcommittee chairs (if any) may be elected by the CMC (other than the PJC)
- d) Meetings and Quorum
 - (1) Quorum shall be 50% of members on the CMC
 - (2) Meetings shall be at least quarterly, and may take place electronically.
- e) Policies and Procedures
 - (1) Checklist of what to include
 - (2) Nominations and Representation
 - (a) Presbytery Officers
 - (b) Committee/Commission Members, including Administrative Commissions
 - (c) Assist subcommittee chairs in finding members at their request
 - (d) Commissioners to Synod
 - (e) Commissioners to General Assembly
 - (f) Other nominations as needed (exam readers, etc.)
 - (g) Representation
 - (h) Paid personnel
 - (3) Advise presbytery regarding the implementation of principles of unity and diversity
 - (4) Advocate for diversity of leadership
 - (5) Consult with presbytery on the employment of personnel, with respect to unity and diversity
 - (6) Child Protection Policy

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(7) Sexual Misconduct Policy

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2. Coordinating Cabinet

- a) Responsibilities
 - (1) Coordination of committees and other structures of presbytery
 - (2) Plan, coordinate, and evaluate presbytery meetings
 - (3) Maintenance and regular review of the Manual of Operations
 - (4) Maintenance and regular review of other standing rules
 - (5) Foster connections with sessions, committees, staff, and other governing bodies
 - (6) Plan and implement worship opportunities for the Presbytery.
 - (7) Provide a system of communications to interpret and advocate the work of the Presbyterian Church (U.S.A.), the Synod of the Mid-Atlantic, the Presbytery, and the Sessions.
- b) Membership and Staff Liaison
 - (1) Moderator and Vice Moderator of Presbytery
 - (2) Previous year's Moderator of Presbytery
 - (3) Moderator of the Black Caucus and the Moderator of the Presbyterian Women
 - (4) Chairs of the Commissions and Committees above, 5 total
 - (5) 3 Members at Large selected from the Presbytery, serving 3 year terms, for a maximum of 2 consecutive terms
 - (6) 1 Youth Representative
 - (7) Staff support is provided by the General Presbyter and the Stated Clerk
- c) Leadership
 - (1) Chair is the previous year's Moderator of Presbytery
 - (a) If the chair is unable to serve, then the Committee on Nominations and Representations will nominate a new Chair to the Presbytery
- d) Meetings and Quorum
 - (1) Quorum shall be 50% of members on the Coordinating Cabinet
 - (2) Meetings shall be at least bi-monthly, and may take place electronically.
- e) Policies and Procedures
 - (1) Checklist of what to include
 - (2) Packet details
 - (a) Communication of Packet
 - (3) # of Presbytery meetings a year?
 - (4) Standing Rules?
 - (5) More?

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III. Other Structures

A. Presbyterian Women in the Presbytery of the Peaks

1. Purpose
2. Membership and Structure
3. Responsibilities
4. Meetings/Gatherings
5. Bylaws

B. Black Caucus

1. Purpose
2. Membership and Structure
3. Bylaws

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IV. Presbytery Operating Policies & Procedures

A. Administration of Funds

B. Standing Rules of Meetings of Presbytery

C. Balancing Ruling and Teaching Elders Policy

D. Personnel Policies

E. Structure for Discipline

1. Sexual Misconduct Policy
2. Children & Youth Protection Policy
3. Investigative Committee(s)
4. Permanent Judicial Commission

F. Relationships within and beyond the Presbytery

G. Minimum Terms of Call Policy

H. Policy on Electronic and Hybrid Meetings

I. Separation Policy

J. Grants

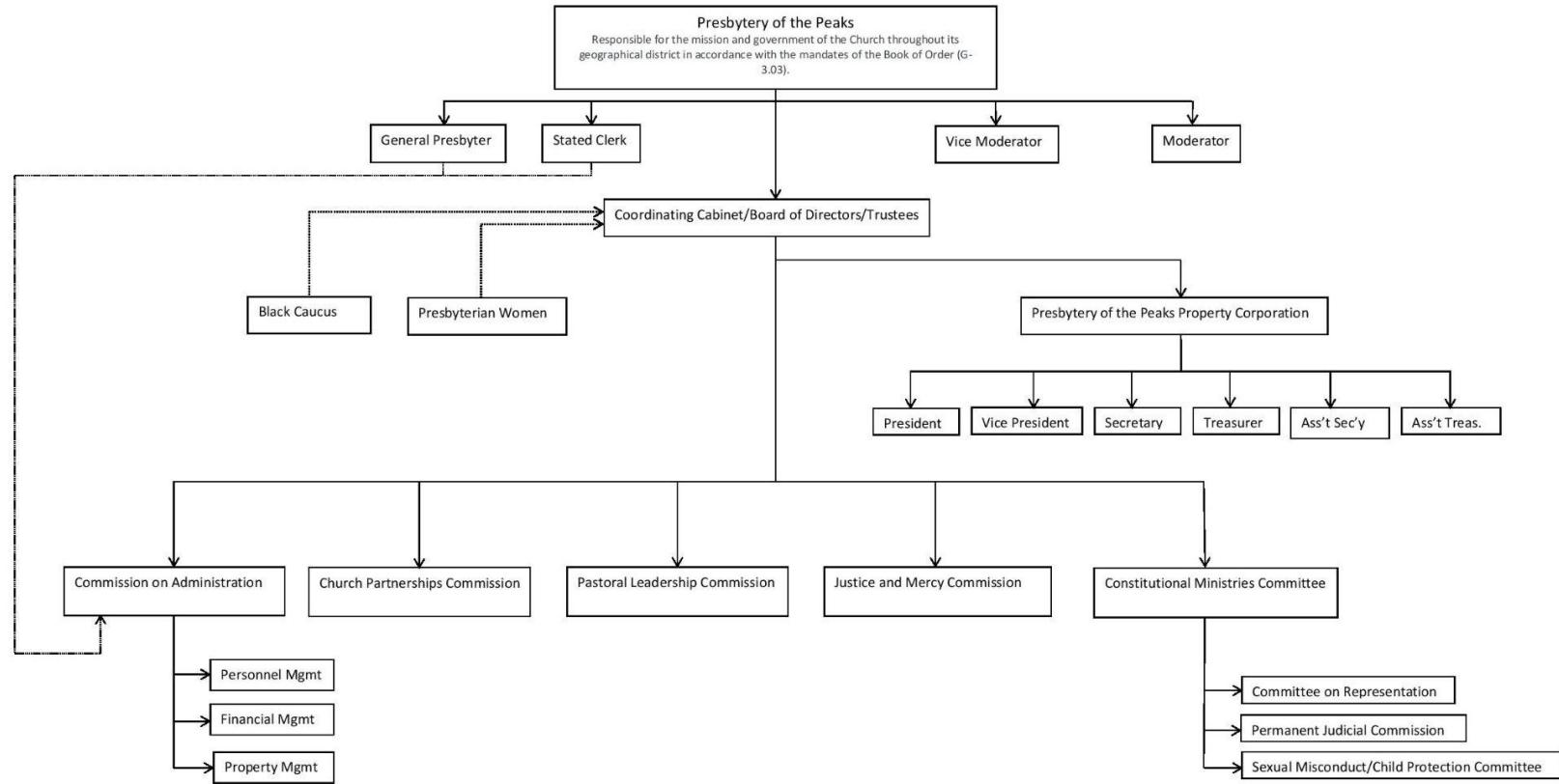
1. List individual grant policies

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V. Amending this Manual

A. xxx

1. Book of Order citation updates are excluded from this policy
2. ?



Coordinating Cabinet/Board of Directors/Trustees

Coordination of committees and other structures of presbytery; plan, coordinate and evaluate presbytery meetings; maintenance and regular review of Manual of Operations; maintenance and regular review of other standing rules; foster connections with sessions, committees, staff and other governing bodies; plan and implement worship opportunities for the presbytery; provide a system of communications to interpret and advocate the work of PC(USA), Synod of the Mid-Atlantic, the Presbytery of the Peaks, and the Sessions.

Church Partnership Commission

Church development; evangelism; new worshiping communities; church neighborhoods/missional communities; Christian education/resource center; higher education; outdoor education, young adults; youth council.

Pastoral Leadership Commission

Support those who sense a call to the ministry; support those serving in installed and temporary calls, validated ministries, members-at-large, and honorably retired; support ruling elders serving as commissioned pastors; support congregations seeking pastoral or educational leadership; ensure that the sacraments are rightly administered and received; evaluate and prepare pastoral leaders (including commissioned pastors) for examination by the presbytery, and make recommendation to the presbytery as to the advisability of the call or commission.

Justice and Mercy Commission

Engage and equip the presbytery in its advocacy for justice and in ministries of compassion; represent the presbytery in mission work/cooperatives with other presbyteries, Synod and the national church; represent the presbytery in mission work/cooperatives with other mission agencies outside of the PC(USA); negotiate partnership agreements with mission partners for approval by presbytery; recommend the presbytery affiliate with ecumenical and denominational movements such as the Matthew 25 initiative.

Commission on Administration

Management and stewardship of presbytery paid staff; management and stewardship of presbytery property; management and stewardship of all presbytery funds.

Constitutional Ministries Committee

Provide guidance to the presbytery related to overtures to and from the General Assembly and the Synod; along with the Stated Clerk, maintain and update the Presbytery of the Peak's "Policy and Procedures on Sexual Misconduct" and "Child and Youth Protection Policy;" as well as provide ongoing boundary and sexual misconduct prevention training for the presbytery; along with the Stated Clerk, ensure there is a pool of members [see D-5.0100] for the Permanent Judicial Commission as set forth and in accordance with the Book of Order (D-5.0000) and for the Investigating Committees and Prosecuting Committees set forth in and in accordance with the Book of Order (D-10.0000); administrative review of Sessions (G-3.0108(a)); fulfill the responsibilities for participation and representation (G-3.0103); oversee presbytery relationships with higher councils of the church, other presbyteries, and other organizations.

Black Caucus

Interpret and promote its work among all congregations; inform African-American churches of the resources, issues and policies of the PC(USA); maintain cooperation with the national and regional Black caucuses of Presbyterians; advise presbytery in determining priorities for African-American churches and ministers, strategies for church development, and ways of supporting historically African colleges and universities; advise and assist in providing persons to serve in the structures of presbytery, in cooperation with the Committee on Representation.

Presbyterian Women

Nurture faith through prayer and Bible study; support the mission of the church worldwide; work for justice and peace; build an inclusive, caring community of women that strengthens the PC(USA) and witnesses to the promise of God's kingdom.

Presbytery of the Peaks Property Corporation

The legal entity for management of the business and affairs of the Corporation, with the power to do or cause to do all things within the power of the Corporation as required by its Bylaws.