

Newcomer's Guide

Presbytery of the Peaks

For first-time commissioners to presbytery

Welcome! This guide covers what to expect at your first presbytery meeting and how to take part. A short orientation video is on the Training page at peakspresbytery.org/training.

Before the Meeting

- **Check in:** Registration opens 30 minutes before the meeting is called to order. Sign in at the registration table.
- **Read the packet:** The Presbytery Packet is sent out ahead of the meeting. Bring it, printed or on a device.
- **Consent Agenda:** Routine items are approved in one vote at the start. If you want an item discussed, ask for it to be removed when the Consent Agenda is presented.
- **Lunch:** When lunch is offered, tickets are purchased at registration.

How a Stated Meeting Usually Runs

Part	What Happens
Opening	Call to Order by the Moderator; adoption of the docket and Consent Agenda
Worship	Worship together
Reports	Reports and recommendations from commissions and committees
Examinations	Examinations of candidates for ordination or of ministers transferring in, when docketed
Closing	New business (usually at the end), announcements, and adjournment with prayer

Who Votes

- **Vote:** Minister members of presbytery and ruling elder commissioners
- **Voice, no vote:** Alternate ruling elder commissioners and corresponding members, when granted the floor
- **Advisory vote:** Young Adult Advisory Delegates
- **Quorum:** 25 ministers and 25 ruling elder commissioners

What is 'BEE the Presbytery'?

This is our mission statement: 'Presbytery is the tie that binds our diverse contexts to share God's love by: Supporting, connecting, guiding, equipping, and resourcing congregations.'

Three priorities guide our work:

- **Beloved Community:** Fostering relationships and partnerships
- **Equipping the Saints:** Education, training, and resources
- **Expanding the Kingdom:** Mission opportunities and stewardship

Robert's Rules Cheat Sheet

A Quick Reference Guide

These rules are intended to reduce tension, protect the rights and voice of the minority opinion, and keep us doing things "decently and in order" (1 Cor. 14:40, ESV).

When You May Interrupt

What to Say	When to Use It
"Point of Privilege"	You can't hear what's going on or you're so uncomfortable (temperature, noise, etc.) that you can't stay in the meeting
"Point of Order"	You think something was wrong with what just happened. State your objection and the chair will decide if you're right.
"Point of Information"	You want to request information from the speaker. This is NOT an opportunity to give information, only to request it.

Common Motions Quick Reference

Motion	Second Required?	Debatable?	Vote Required
Call the Question <i>(Move Previous Question)</i>	Yes	No	2/3 majority <i>(to end discussion)</i>
Amend Motion	Yes	Yes	Simple majority
Substitute Motion	Yes	Yes	Simple majority
Division of the House	No	No	N/A - Requests recount

General Guidelines

- Always address your comments to the Moderator or presenter, never to other commenters
- Generally, don't interrupt another speaker; wait until you're recognized by the Moderator (except for the interruptions listed above)
- **Call the Question:** This ends discussion. The next vote is on whether to continue discussion (not on the main motion). An affirmative vote ends discussion and moves to vote on the main motion.
- **Amendments:** Use to slightly modify language (add, delete, or replace text). Requires a second and will be discussed and voted on.
- **Substitute Motions:** Use to substantially modify a motion, changing the intent or most of the language. Provide a copy to the Stated Clerk in writing.

Presbytery of the Peaks Specific Conventions

- When you want to speak, come to the microphone and state your name, status (clergy or elder), and church
- For main or substitute motions, get them in writing first and hand them to the Stated Clerk