



# Presbytery of Coastal Carolina

*"Cultivating Generosity"*

807 West King Street • Elizabethtown, NC 28337-9587

VOICE: 910-862-8300 • FAX: 910-862-3524

[www.presbycc.org](http://www.presbycc.org)



September 24, 2015

Greetings: Teaching Elders, Commissioned Ruling Elders, Clerks of Sessions, Members of Presbytery Mission Cabinet & Others

The 106th Stated Meeting of Presbytery will held **October 10, 2015** at **Wallace-Rose Hill High School**, 602 High School Road, Teachey, North Carolina 28464. Directions are included in the Advance Packet.

The attached Advance Packet includes the meeting agenda, detailed reports concerning the various items of business to be conducted at this meeting, and several items of information. **By going to the Presbytery's website ([www.presbycc.org](http://www.presbycc.org))**, you will find *Guidelines for a First Time Elder Commissioner*. *To be excused from the meeting send an email to [jankrause@presbycc.org](mailto:jankrause@presbycc.org) or call the Presbytery office at 910-862-8300.*

Please note that your computer will enable you **NOT** to have to print the whole Presbytery packet attached here. **You may choose to print just the pages you need/want for the meeting at [www.presbycc.org/](http://www.presbycc.org/)**

I urge you to study the agenda in advance, and **please plan to stay for the entire meeting**, until all items of business have been completed. We have a very full agenda this time; please plan accordingly.

## CONCERNING REGISTRATION:

At each registration table there will be notebooks for you to print your name. There will be three registration groupings: **(1) Pastors, (2) CRE's & others eligible to vote and (3) Church elder commissioners who will register under their church name.** Voting commissioners and minister members will be given a blue neck wallet. **The blue neck wallets are to be returned in collection bins at the conclusion of the meeting.** (Be aware that all "First Presbyterian" churches will be listed under "F", not under the city name.) There will also be a **fourth line for Church Educators and visitors**. Visitors will receive regular name tags.

Lunches will be available for persons making advance reservations. Cost is \$12, payable at the door. No money will be accepted prior to event. Reservations are due by Thursday, October 1, 2015 and can be made online at [www.presbycc.org](http://www.presbycc.org)

Childcare can be provided at Wallace Presbyterian Church with **advance notice**. Contact Presbytery Office with the request to include ages of children (910-862-8300, ext. 202 or [jankrause@presbycc.org](mailto:jankrause@presbycc.org)) no later than **12:00 noon Friday, October 2, 2015**. Be sure to bring a snack and a lunch for children.

In the unlikely event of severe weather, we will announce any postponement of the meeting on Presbytery's web site ([www.presbycc.org](http://www.presbycc.org)), in the voice mail message which answers incoming telephone calls (910-862-8300), and/or via Presbytery's email networks. If there is any question, check the web site or call the office number.

Moderator Sue Lowery will call the meeting to order promptly at 9:30 AM.

William T. Reinhold  
General Presbyter & Stated Clerk

## **Directions to Wallace-Rose Hill High School**

602 High School Road, Teachey, North Carolina 28464

(If you need help with directions, call Rev. Philip Gladden at 910-284-6563.)

### **From the Wilmington Area**

Take I-40 West to Exit #384. Turn left onto Hwy. 11.

Go approximately .2 miles and turn right on High School Road (you will see a sign pointing toward Teachey).

Go approximately 2 miles and turn right on Raleigh Street in front of high school.

### **From the West**

Take I-40 East to Exit #384. Turn right onto Hwy. 11.

Go approximately 1/10 mile and turn right on High School Road (you will see a sign pointing toward Teachey).

Go approximately 2 miles and turn right on Raleigh Street in front of high school.

### **From Lumberton/Elizabethtown Area**

Follow Hwy. 41 East through Elizabethtown and White Lake toward Wallace.

At Harrells, continue on Hwy. 41 and follow 14 miles to Wallace.

Go through business district and turn left on Hwy. 117.

Travel approximately 2 miles (past Bill Carone Cars) and turn right onto High School Road (Wallace-Rose Hill High School sports championships billboard will be at corner).

Turn left onto Raleigh Street in front of school.

### **From North (Rose Hill and Warsaw)**

Take Hwy. 117 South toward Wallace.

Approximately 4-5 miles south of Rose Hill, turn left on High School Road. Turn left on Raleigh Street in front of school.

### **From South (Burgaw)**

Take Hwy. 117 North through Wallace.

Approximately 2 miles north of Wallace, turn right on High School Road (Wallace-Rose Hill High School sports championships billboard will be at corner).

Turn left on Raleigh Street in front of school.

**Proposed Agenda**  
**Presbytery of Coastal Carolina**  
**One Hundred and Fifth Stated Meeting**  
**Saturday, October 10, 2015**  
**Wallace–Rose Hill High School**  
**602 High School Road, Teachey, North Carolina 28464**  
**Ruling Elder Sue Lowery, Presbytery Moderator**  
**Rev. Dr. Hazel Wilson, Vice-Moderator**

***Our Vision Is***  
***Congregations Joyfully Committed to Christ as Lord***  
***Called and Commissioned by God***  
***Connected and Empowered by the Holy Spirit***  
***For Worship and Service***

8:45 AM	Registration Begins	
9:30 AM	Call to Order and Opening Prayer	Ruling Elder Sue Lowery, Moderator
9:35 AM	Declaration of Quorum	Rev. Bill Reinhold, Stated Clerk
9:37 AM	Welcome	Rev. Phil Gladden
9:40 AM	Appointments of Standing Committees	Ruling Elder Sue Lowery, Moderator
9:45 AM	Morning Worship	Rev. Steve Hein, Preacher
	<i>Offering is for Scotland County Family Counseling Center, CRE Charles Wentz, Director</i>	
10:30 AM	Adoption of Agenda [3-4]	Rev. Ben Burrows
10:35 AM	Stated Clerk's Report [5-9]	Rev. Bill Reinhold, Stated Clerk
	A. Recognition of first-time elders and visitors, seating of corresponding members	
	B. Reception of new Business ( <i>must be in writing</i> ) <sup>1</sup>	
	C. Correspondence Received	
10:45 AM	Committee on Strategic Planning and Organizational Review) [10-42]	Rev. Ernie Johnson
11:15 PM	Mission Cabinet [43]	Rev. Rev. Ben Burrows
	A. Finance and Property [44-52]	
	B. Election of Members of Presbytery Nominations Committee [43]	
	C. Revision of Separation Policy [53-61]	
11:45 AM	Committee on Congregational Revitalization and Transformation [62]	Rev. Evan Harrison
12:00 PM	Committee on Stewardship Development [63]	Rev. Chris Denny
12:10 PM	Committee on Nominations and Volunteer Development [64]	CRE Richard Wurtzel
12:15 PM	Report from Synod of the Mid-Atlantic	Rev. Laura Lupton
12:20 PM	Mexico Partnership (Committee on Mission and Outreach) [65-66]	Rev. John Kerr
12:30 PM	Directions for Lunch, Announcements, and Grace	Rev. Nick Nielsen
12:30 PM	<b>Lunch</b>	
1:30 PM	Opening Prayer after Lunch	Rev. Hazel Wilson, Vice-Moderator

<sup>1</sup> All introduction of New Business must be in *writing* and placed in the hands of the Stated Clerk at the *outset of the meeting*.

1:30 PM	Committee on Preparation for Ministry (CPM) [67]	Rev. Phil Gladden
1:45 PM	Committee on Ministry (COM) [68-83]	Ruling Elder Jay Bender
2:15 PM	Other Committee Reports – Highlights	Rev. Hazel Wilson, Vice-Moderator
	1. African American Ministries [84]	
	2. Christian Education [85-89]	
	3. Latino-Hispanic Ministries [90]	
	4. Monroe Camp and Retreat Center [91-95]	
	5. New Church Development [96]	
	6. Presbyterian Women [97]	
	7. Representation Report [98-99]	
2:20 PM	Sessional Records/Bills and Overtures Committee	Chair Judy Davis
2:25 PM	New Business/Standing Committee Reports	Rev. Bill Reinhold
2:30 PM	Closing Prayer & Adjournment	Rev. Hazel Wilson, Vice-Moderator

### ***Please***

*Tuck the cord back into your neck wallet and place in the containers by the doors as you leave.*

*Gather up any papers left over and place them in recycling boxes by the doors as you leave.*

### ***Thank you!***

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Presbytery of Coastal Carolina  
**Stated Clerk's Report to Presbytery**  
October 10, 2015

**Correspondence**

1. Holly Grove – seeking dissolution of congregation
2. Bethel-Raeford – request discernment process for dismissal to another Reformed body
3. Wayside – request discernment process for dismissal to another Reformed body
4. Cypress – request discernment process for dismissal to another Reformed body
5. Chadbourn – request discernment process for dismissal to another Reformed body

**Representation Committee**

The report of the Committee on Representation is included in the Presbytery packet.

**Minutes of 2014**

The Synod has approved (with minor comments) our 2014 Minutes.

**Ecumenical Relations – None**

**Boundary Training and Background Checks (SafeGatherings) and Ethics Policy**

A list of those teaching elders in pastoral relationships who have completed the **SafeGatherings** process and who have signed for reception of the **Ethics Policy** are attached. [6-9]

**Updates**

1. Oak Island – dismissal approved by Presbytery in June. Tentative date for dismissal is October 1, 2015.
2. Flat Branch – negotiating team (Jay Bender, Maurice Hobbs, Annelle Waldron, and Bill Goodnight) meet with representatives of session and have reached an agreement on terms of dismissal. A congregational gathering is being scheduled.
3. Bensalem – pastoral team concluded that congregation is united in desire to be dismissed. Negotiating team has been set up (Jay Bender, Maurice Hobbs, Dawn Stoker, and Paul Shields). Waiting for financial documents and appraisal of property.
4. Bowden's – The AC that was appointed in June, 2015, (Nick Nielson, Brian Doles, Rachel Kennedy, and Wilma Taylor) has reached an agreement with the session and is proceeding with the details for the dissolution of the church and the transfer of its property to another congregation.
5. Pineland – pastoral team appointed (Steve Fitzgerald, Cynthia Williams, Gary Danford, and Bill Marshburn)
6. Harmony – pastoral team appointed (Chris Denny, Becky Raynor, Carol Steen, need one additional teaching elder)
7. Holly Grove – working to put an AC together (Cassandra Thomas, need three more)
8. Bethel – pastoral team appointed (David Hudson, Gene Miller, Emily Womble, and Hermon Autry)
9. Wayside – pastoral team appointed (Bebe Briggs, Rick Martindale, Kathryn Dudley, and George Wilson)
10. Cypress – pastoral team appointed (Ron Stoker, Elizabeth Forester, Sam Martin, need one more member)
11. Chadbourn – (Paul Layton, Roger Horne, need two more members)

**Future Presbytery Meetings – Invitations Received**

1. March, 2016 – Shallotte
2. March, 2017 – First Morehead City

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Adams	Collin	Pollocksville	P	P
Allen	Karen	Brownson Memorial	P	P
Augustus	David	St. Andrews-Covenant	P	
Autry	Herman		P	
Bain	Shirley	Erwin	P	
Baker	Michael	Philippi	P	
Barringer	Archie	Hope Mills	P	
Bartlett	Jim	Mount Horeb and White Plains		
Beach	Kathy	First (Wilmington)		
Belle	James	Haymount		
Bellomy	Hank	Beulaville	P	P
Benfield	Floyd	Church of the Covenant		
Bennett	Johnie		P	
Berry	Bruce	Faison		
Borcherding	Gary	First (Spring Lake)	P	P
Boyce III	Eduardo	Eureka		
Boyd	Richard	Croatan	P	
Briggs	Bebe	Rex	P	
Brown	Tom	Southview	P	
Bryan	John	Iona	P	P
Burrows	Ben	Cape Carteret	P	
Carlisle	Chris	Windermere	P	
Carmical	Marian	Lakeview		
Carter, Jr.	Neal	Laurinburg	P	P
Carver	Mark	Flat Branch	P	
Causey	John	Shallotte	P	P
Coffey Jr.	David	Cameron Hill	P	
Cooper	Nancy		P	
Currie	Thomas	Horseshoe	P	P
Cushing	Doug	Bridge	P	P
Davis	Will	Burgaw	P	P
Dendy	Robert	First (Maxton)		
Denny	Chris	Elizabethtown	P	P
Doles	Brian	Mount Zion	P	
Dudley	David	Pocket	P	
Dudley	Kathryn	Union	P	
Evans	Ralph	Hopewell		
Ewing	James	Community	P	
Farmer	Delton	College Heights	P	P
Fauntleroy	Whitney	Chestnut St.	P	
Ferrante	Nick	Topsail	P	P
Fitzgerald	Steven	Trinity (Havelock)	P	P
Forester	Elizabeth	Jackson Springs	P	P
Fry	Bob	Winter Park	P	P
Gamble Jr.	Claude	Woodburn	P	
Garrett	Michael	First Fayetteville	P	

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Gladden	Nancy	Presbytery of Coastal Carolina	P	P
Gladden	Phil	Wallace	P	P
Goins	Fred	Ingram Branch		P
Goodman	John		P	
Goodnight Jr.	Bill	Lillington		
Grammer	Chip		P	
Guess	Deck	Laurel Hill	P	P
Hallead	Glen	St. Andrews	P	P
Hammersley	Jason	Ebenezer		
Hage	John	Brownson Memorial	P	
Harley	Emile	Winter Park	P	P
Harrison	Evan	Sunnyside	P	P
Havlicek	Tim	First (Morehead City)	P	P
Hayes	Bill	Edgewood	P	P
Haywood	Robert	New Hope		
Hedin	Barbara		P	P
Hein	Steve	St. Andrews-Covenant	P	
Henderson	Matt	First (Morehead City)	P	
Henry	Sally	Sardis	P	
Hix	Duane	First (Dunn)	P	P
Hodges	Amy	Staff at Presbytery		
Hodges	Richard	Pleasant View (Laurinburg)	P	
Holloway	David	Beth Car and Big Rockfish	P	P
Holmes	Ronald	Manly		P
Horne	Roger	Cape Fear (Lillington)		
Houston	Mark	Hallsville		
Houston	Doug	Mount Pisgah	P	
Hudson	David	Antioch (Red Springs) & Lumber Bridge	P	P
Hudson	Susan	St. Pauls	P	P
Hughes	Ronald	First (Fairmont)		
Jahnes	Annelle	Southport	P	
Johns	Jim	Carolina Beach	P	P
Johnson	Brett	Village		
Johnson	Ernie	Highland	P	
Johnson	Bob	Wayside	P	
Jordan	Doug	Vaughn Memorial		
Kahnt	Rebecca	Trinity (Laurinburg)	P	P
Kerr	Leslie	McClure Memorial	P	P
Lapp	Robb	St. Andrews-Covenant		
Lax	Bruce	Biscoe	P	P
Layton	Paul	Black River		
Lee, Jr.	Charles	First (Wilmington)	P	P
Lennon	Ruby	Westminster (Laurinburg)		P
Link	Steuart	Presbytery of Coastal Carolina	P	P
Love	Charles	Harper Southerland	P	
Lupton	Laura	Presbytery of Coastal Carolina	P	P

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Martindale	Richard	First (Carthage)	P	
McCall	Lyndsay	Camp Monroe		
McDonald	Ishmael	Palestine		
McDonald	David	Westminster (Wilmington)	P	P
McDowell	C.F.	Chadbourn	P	
McDuffie	Rick	Westminster (Fayetteville)		
McGee	Wendell	Morningside and Vass		
McGehee	Michael	Raeford	P	P
McLean	Rufus	Shiloh		
Mendenhall	Ray	Grove Kenansville	P	
Mercer	Jeff	Faith	P	
Miller	Gene	Midway	P	
Miller	Keith	Euphronia		
Mims	Ray	Bethesda	P	
Monroe	Charles	Ashpole and Rowland	P	
Moran	James	Graves Memorial		
Moreno	Eduardo	Iglesia Evangelica Fuente de Agua Viv	P	
Neuhs	Jon	Elise		
Nielsen	Nick	Calypso	P	P
Page	Clarence	Bethany (Lumberton) and Panthersfo	P	
Parato	LaVera	Antioch (Jacksonville)	P	P
Parish	Earnest	Dothan	P	
Pate	Herb	Harmony		
Patterson	Debra			P
Patton	Brown	White Hill	P	P
Pflug	John	Windemere candidate	P	P
Phillips	Robbie	Wildwood	P	P
Pickett	Johnny	Pleasant View (Albertson)	P	
Pitchford	Bert	Ephesus		
Price	Robert	Parkton	P	P
Priddy	David	Leaflet and Raven Rock	P	
Rabun	Pate	Little Chapel on the Boardwalk	P	P
Randall Jr.	Rogers	Reilly Road		
Randall, Jr.	James	MacPherson	P	P
Raynor	Becky	Acme	P	
Reinhold	Bill	Presbytery of Coastal Carolina	P	P
Rodda	Richard	Broadway		
Ruth	David	First (Lumberton)	P	
SalmonCampbell	Joan	College Heights		
Santizo	Jacob	Rios de Agua Viva		
Scott	Randa	Caswell	P	P
Siebbeles	Philip	Rockfish		
Simmons	Roger	Community	P	
Smiley	Charles	Chinquapin	P	
Smith	Jim	Montpelier	P	P
Smith	Andrew	Clarkton		



Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Spence	Thomas	Summerville	P	
Stealing	Kenneth		P	
Stevens	Archie	Priest Hill	P	P
Stoker	Dawn	Barbecue		P
Stoker	Ron	First (Sanford)		
Stone	Harold		P	
Stone	Rod	Community	P	
Taylor	John	Jonesboro	P	P
Thompson	Beverly	Red Springs	P	P
Thompson	George	Red Springs	P	P
Thompson III	Ernie	First (Wilmington)	P	
Waldron	Annelle	Peace	P	P
Walker, Jr.	Arnold	Elizabethtown Second	P	
Walton	George	Olivia		
Ward	Joe	Warsaw	P	
Washburn	Joseph	Culdee	P	P
Watson	Jonathan	Cape Fear (Wilmington)		P
Wayne	Jim	Smith		P
Weaver	Michael	Grove Dunn	P	P
Wells	Susan	Stanford	P	P
Whitehouse	Bob	McDonalds Chapel	P	P
Whitehurst	Howard	Centre	P	
Wilhide	James	Bethel (Raeford)		
Wilkinson	Whitney	Cameron		
Williams	Tyler	Salem (Sanford)	P	P
Wilson	Hazel	Mount Pelier		
Wilson-Hooker	Mamie	Blandonia		
Wurtzel	Richard	Maple Hill		
Wyle Jr.	Ewart Herbert	Highland		
Yearick	Ken	Grace	P	
Young	Herb	Bluff	P	
Young	Bill	Sneads Ferry		

Presbytery of Coastal Carolina  
**Strategic Planning and Organizational Review**  
**Report to Presbytery**  
October 10, 2015

**Action Items:** (Items 1-3 are for first reading.)

1. Establish the Committee on Ministry as the **Commission on Ministry**<sup>1</sup> with authority to examine and receive teaching elders and candidates into the Presbytery, to examine and commission Ruling Elders to Commissioned Service in congregations, and to establish and dissolve pastoral relationships.
2. Shift **critical functions** of the Presbytery to the three Missional Communities including:
  - a. Leadership Formation
  - b. Congregational Transformation/Vitality
  - c. Shared Mission
  - d. Review of Sessional Records
3. **Restructure** the Mission Cabinet<sup>2</sup>
  - a. Focus on Vision of the Presbytery and Coordination of the work of the three Missional Communities
  - b. Discharge the Necessary Administrative and Fiduciary Responsibilities
  - c. Make sure that the concerns of special groups are not overlooked (African American, Latino-Hispanic, Presbyterian Men, Presbyterian Women, Youth)
  - d. Assure the Proper Functioning of Presbytery-Wide Units:
    - Nomination and Representation
    - Planning and Review
    - Communications
4. **Called Meeting of Presbytery** on December 5, 2015, to act on second reading of proposed Manual and adopt a revised budget for 2016.

**Background and Introduction:**

Over the past two years SPOR has been gathering information from congregations, committees of the Presbytery and commissioners to Presbytery meetings to discover how we might equip members as disciples and apostles of Jesus Christ and the Gospel, strengthen the connections among congregations and pastors within the Presbytery, enhance our focus on nurturing vital congregations, and sharing in mission across the Presbytery and around the world.

From an extensive Listening, Learning, Dreaming—Together process in the spring of 2016 and follow up discussions at subsequent Presbytery meetings, we identified three core learnings:

1. Our large geographical area creates unnecessary distance between us
2. We yearn for deeper connections among nearby congregations
3. We desire to find creative ways to do mission together

Based on these findings and the positive experience we have had with our new three community-based Committees on Ministry structure, SPOR tested interest in expanding this concept to other parts of the Presbytery's life together at the June, 2015, meeting at Culdee.

<sup>1</sup> See proposed Commission Powers of Commission on Ministry on pages 5-6 below.

<sup>2</sup> See proposed make up of Mission Cabinet on page 4 below.

Two-thirds of respondents approved of commissioning the Committee on Ministry (either as a full body or in the communities) to examine and receive/ordain ministers or candidates into the Presbytery. A similar number endorsed the holding of two meetings of the full Presbytery with either one or two meetings of Community Gatherings empowered to act on behalf of the Presbytery on certain issues in their Missional Community.

With this encouragement, SPOR has turned its attention to what such a configuration would look like and what changes would be required in our Manual of Administrative Operations to enable a new structure and process. Taking a page from our new *Book of Order* the emerging Manual will allow a great deal of flexibility to each of the (proposed) three Missional Communities.

One of the things to note is that four critical aspects of our life together<sup>3</sup> as a Presbytery are highlighted for special attention by the three Missional Communities:

1. shared mission
2. formation of leaders
3. congregational transformation/vitality
4. review of sessional records.

The emerging plan no longer has Presbytery-wide committees on Mission and Outreach, Christian Education, Congregational Revitalization and Transformation, and Sessional Records. Neither does it mandate such committees at the Missional Community level, but rather trusts that those who gather in Missional Communities are ideally situated to shape both the structure and content of ministry in these areas.

With this in mind, the emerging Manual has been reorganized. We have not only added new sections on Missional Communities and their gatherings, leadership, and mission, but we have placed this section very early in the Manual in an effort to highlight our response to the three learnings from the Listening, Learning, Dreaming—Together process: large geography, desire for deeper connections, and avenues for shared mission.

Several of the other familiar committees of the Presbytery have been restructured as functions of the Mission Cabinet. These include: Finance and Property, Personnel, Mexico Partnership, Hunger Programs, Peacemaking, and Communications.

The following remain as committees of the Presbytery: Ministry, Preparation for Ministry, Nominations, Representation, Bills and Overtures, Strategic Planning and Organizational Review, African American Ministries, Latino-Hispanic Ministries, Stewardship, Response Coordinating Team and Permanent Judicial Commission. A table outlining the proposed changes in the committee structure of the Presbytery is found below.

<sup>3</sup> See page 4 below for the Vision Statement that is guiding these changes.

## Comparison of Committee Structure

Current Structure	Proposed Structure
Mission Cabinet	Mission Cabinet
Executive Committee	Executive Committee (Board of Directors)
Finance and Property	<i>Standing Committee of Mission Cabinet</i>
Personnel	<i>Standing Committee of Mission Cabinet</i>
History	<i>Function of Mission Cabinet</i>
Response Coordinating Team	Response Coordinating Team
African American Ministries	African American Ministries
Christian Education	<b>Function of Missional Communities</b>
Church Revitalization and Transformation	<b>Function of Missional Communities</b>
Communications	<i>Function of Mission Cabinet</i>
Hunger Action Workgroup	<i>Function of Mission Cabinet</i>
Latino-Hispanic Ministries	Latino-Hispanic Ministries
<u>Committee</u> on Ministry	<b><u>Commission</u></b> on Ministry
Committee on Preparation for Ministry	Committee on Preparation for Ministry
Mexico Partnership	<i>Function of Mission Cabinet</i>
Mission and Outreach	<b>Function of Missional Communities</b>
New Church Development	<i>Function of Mission Cabinet</i>
Nominations and Volunteer Development	Nominations and Volunteer Development
Peacemaking Workgroup	<i>Function of Mission Cabinet</i>
Permanent Judicial Commission	Permanent Judicial Commission
Representation	Representation
Sessional Records & Bills and Overtures	<b>Function of Missional Communities</b>  Bills and Overtures
Strategic Planning and Review	Strategic Planning and Review
Stewardship Development	Stewardship Development

# Our Vision

## A Provocative Proposal of the Reality We Seek to Live Into As Coastal Carolina Presbyterians

Empowered by our large size and rich diversity we help one another to share Christ's ministry and mission in a changing world.

1. As an entire Presbytery, we bear witness to our historic Reformed faith and learn from one another how to be God's sent-out church in our own day.
2. Gathered in Three Covenant Communities, we strengthen our relationships by finding ways to partner with nearby congregations, joining in God's mission in our communities, and learning from one another how to be Christ's Spirit-filled apostles to the whole world.
3. When we gather in worship, in prayer, and in study, we awaken our own spiritual imagination and stir one another to greater congregational vitality.
4. In times of fellowship, in occasions of learning, in ministries of compassion, and in joint worship of God, our various congregations become increasingly open to the movement of the Spirit in our lives.
5. As each of us brings our gifts and skills to the table, we effectively develop the leaders that our presbytery and our congregations need.

### Composition of the Presbytery Mission Cabinet

The **Presbytery Mission Cabinet** shall be elected by the Presbytery and the three Missional Communities with membership to be made up as described below. Terms of service for the representatives of the three Missional Communities shall be 3 years, except that members may be elected to shorter terms in order to establish classes or to fill unexpired terms.

The following persons serve as *voting members* of the Mission Cabinet:

- 1-2. Chair and Vice-Chair of Mission Cabinet – elected by Presbytery
- 3-11. Three representatives from each Missional Community (9 people)
- 12-13. Moderator and Vice-Moderator of Presbytery

The following persons serve as *ex officio* members of the Mission Cabinet with voice but without vote:

1. General Presbyter/Stated Clerk
2. Presbytery Treasurer
- 3-5. The Three Mission Coordinators

The Board of Directors of the Presbytery shall form the **Executive Committee** of the Mission Cabinet. (See Section 1.02 of the Manual of Administrative Operations.) The Executive Committee shall have the authority to act in emergency situations within the authority of the Mission Cabinet when such action cannot wait for the next meeting of the full Mission Cabinet. Any such action taken shall be reported to the next meeting of the Presbytery Mission Cabinet.

## **4.00 Commission on Ministry**

### **4.10 Membership**

Membership of the Commission on Ministry shall consist of equal numbers of teaching elders (ministers) and ruling elders (*Book of Order*, G-3.0307). There shall be forty-six (46) voting members, with fifteen members from each of the three Missional Communities as equally divided between ruling elders and teaching elders as is possible and a teaching or ruling elder as Chairperson of the Commission on Ministry who is not a member of any of the three community Commissions on Ministry. The General Presbyter/Stated Clerk and the three Mission Coordinators serve as advisory members without vote. (See Section 5.31 of *Manual*.)

### **4.11 Mission**

To serve as pastor and counselor to teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators of the presbytery; to facilitate the relations between the presbytery and its congregations, teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient and to provide for the training, examination and commissioning of ruling elders to particular pastoral service. (G-3.0307; 2.0903; 2.10)

### **4.12 Responsibilities**

The **responsibilities** of the Commission on Ministry and its three Community Commissions are spelled out in the *Commission on Ministry Handbook* and include:

1. To develop, review and revise annual goals, objectives, and action plans, to keep full minutes of meetings and actions and to report to the Presbytery on any actions taken on its behalf;
2. to facilitate Church-Pastor relations;
3. to work with the Missional Communities to develop strategies for the mission of the church in its area;
4. to work through the Missional Community Commissions on Ministry with churches in the Missional Communities their leadership groups to address specific needs as they apply to the work of the Committee on Ministry;
5. to carry out the constitutionally-assigned functions of examining, receiving, counseling, and dismissing ministers;
6. to carry out a preliminary examination of candidates for ordination who shall ordinarily preach a sermon before the Presbytery or one of its Missional Community Gatherings as part of the floor examination for ordination;
7. to arrange for the introduction of new teaching elders (ministers) to the Presbytery including sharing of their statements of faith and biographical sketches;
8. to coordinate the training and examination of ruling elders who sense a call to particular pastoral ministry as Commissioned Ruling Elders and provide for their oversight and continuing education;
9. to minister to the ministers and their families;
10. to counsel with the Pastor Nominating Committees, and to advise the Sessions of vacant churches with regard to pastoral services;
11. to carry out applicable provisions of the sexual misconduct, ethics, and boundary training and certification policies;
12. to examine non-PC(USA) ministers being considered for pastoral leadership by congregations in the Presbytery and to provide training and support to any of those permitted to serve congregations of the Presbytery;
13. to work with the Missional Community Mission Coordinators in providing care for churches and their pastors, in counseling churches with regard to pastoral services, and in addressing conflicts and issues that may arise including the appointment of Committees of Inquiry or Administrative Commissions;

14. to appoint Pastoral Teams to work congregations discerning their relationship with the PC(USA) as outlined in the Presbytery's Separation Policy.

#### **4.13 Commission Power**

The Commission on Ministry and its Community Commissions shall have authority to act for the Presbytery on the following limited matters as detailed in the *Book of Order* and the *Commission on Ministry Handbook*:

1. Grant permission for minister members (Teaching Elders) to engage in work outside the geographic bounds and/or jurisdiction of this Presbytery (G-2.0502 and G-2.0503), and to grant permission to minister members of other presbyteries to engage in work within the bounds and/or jurisdiction of this presbytery.
2. Commission Ruling Elders to pastoral service in a congregation – G-2.1002
3. Validate the ministry of Teaching Elders who are not serving in a pastoral relationship in a particular church and review that ministry on an annual basis – G-2.0503
4. Grant Honorable Retired status to teaching elders – 2.0503c.
5. Approve pastoral relationships in:
  - a. Installed pastoral relationships – G-2.0504a
  - b. Temporary pastoral relationships – G-2.0504b
  - c. Approve terms of call – G-3.0109b(3)
6. Receive the transfer of ministers of other denominations:
  - a. As full members of the Presbytery – G-2.0505
  - b. As temporary members of the Presbytery – G-2.0506
7. Release Teaching Elders from ministry at their request – G-2.0507
8. Appoint moderators for sessions without an installed pastor – G-3.0104
9. Name Administrative Commissions to ordain and/or install Teaching Elders to pastoral relationships – G-3.0109b(2); G-3.0109b(3)
10. Examine and receive into membership Teaching Elders seeking admission to presbytery – G-3.0109b(3)
11. Counsel with sessions concerning reported difficulties – G-3.0303d(1) – (3)

#### **4.14 Authority Reserved to Full Presbytery**

Any other responsibilities found in the *Book of Order* are reserved to the Presbytery and/or its Missional Communities. In particular, the Commission on Ministry **shall not** take action concerning the following matters as detailed in the *Book of Order*, **but may** make a recommendation to the full Presbytery for **its action**.

1. Removal of the name of a Teaching Elder from the role of the Presbytery for failure to be engaged in a validated ministry or to fulfill the criteria for membership-at-large (G-2.0508) or for persisting in work disapproved by the presbytery (G-2.0509).
2. Establish minimum compensation for Teaching Elders, Certified Christian Educators and Certified Associate Christian Educators – G-3.0103c

#### **4.15 Authority Reserved to Presbytery and/or Missional Communities**

Any other responsibilities found in the *Book of Order* are reserved to the Presbytery and/or its Missional Communities. In particular, the Commission on Ministry **shall not** take action concerning the following matters as detailed in the *Book of Order*, **but may** make a recommendation to the full Presbytery or its Missional Communities for **its action**.

1. Assumption of original jurisdiction of a session – G-3.0303e
2. Exceptions to the prohibition on calling of an Associate Pastor as the next Installed Pastor of a congregation or the calling of a Teaching Elder engaged in a temporary pastoral relationship as the next Installed Pastor of a congregation – G-2.0504c.
3. Examination of candidates for ordination as teaching elders.

# Our Vision

## A Provocative Proposal of the Reality We Seek to Live Into As Coastal Carolina Presbyterians

Empowered by our large size and rich diversity we help one another to share Christ's ministry and mission in a changing world.

1. As an entire Presbytery, we bear witness to our historic Reformed faith and learn from one another how to be God's sent-out church in our own day.
2. Gathered in Three Covenant Communities, we strengthen our relationships by finding ways to partner with nearby congregations, joining in God's mission in our communities, and learning from one another how to be Christ's Spirit-filled apostles to the whole world.
3. When we gather in worship, in prayer, and in study, we awaken our own spiritual imagination and stir one another to greater congregational vitality.
4. In times of fellowship, in occasions of learning, in ministries of compassion, and in joint worship of God, our various congregations become increasingly open to the movement of the Spirit in our lives.
5. As each of us brings our gifts and skills to the table, we effectively develop the leaders that our presbytery and our congregations need.

Presbytery of Coastal Carolina

Presbyterian Church (U.S.A.)

## Manual of Administrative Operations

(With Appendices)

The Presbytery of Coastal Carolina is a middle council of the Presbyterian Church (U.S.A.), part of the Synod of the Mid-Atlantic, and, as such, acknowledges the *Book of Confessions* and seeks always to order its affairs in accordance with the *Book of Order* of the Presbyterian Church (U.S.A.). The Presbytery adopts this *Manual of Administrative Operations*, with appendices, to establish the organization of the Presbytery for its life and mission and the operating procedures and interrelationships of the various administrative units of the Presbytery. All committees or other work groups authorized by the Presbytery shall conduct their work in accord with the *Book of Order* as well as this *Manual*.

A copy of this *Manual of Administrative Operations*, with *Appendices*, shall be made available on the Presbytery's website.



## 14 **1.00 Governing Principles**

### 15 **1.01 Presbytery**

16 The name of the Presbytery shall be the **Presbytery of Coastal Carolina**. The Presbytery is a corporate  
17 expression of the church, consisting of all of the churches and teaching elders within its bounds. (*Book of*  
18 *Order*, G-3.0301)

### 19 **1.02 Incorporation**

20 The Presbytery is incorporated as a non-profit corporation under the laws of the State of North Carolina  
21 and with corporate name “**The Presbytery of Coastal Carolina, Inc.**” and for purposes defined in the  
22 *Book of Order*, F-1.0304. The **Board of Directors** of the corporation shall consist of the Chair of the  
23 Mission Cabinet, one representative of each Missional Community (selected by the Mission Cabinet), the  
24 General Presbyter/Stated Clerk of Presbytery and Treasurer of the Presbytery. The Chair of the Cabinet  
25 shall serve as Chair of the Board of Directors; the General Presbyter/Stated Clerk shall serve as the  
26 Secretary of the Board of Directors; the Treasurer of the Presbytery shall serve as the Treasurer of the  
27 Board of Directors. The Board of Directors constitutes the Executive Committee of the Mission Cabinet.  
28 (See Section 6.02 below.)

### 29 **1.03 Jurisdiction**

30 The Presbytery shall exercise ecclesiastical jurisdiction over the churches and teaching elders in the  
31 southeastern portion of North Carolina assigned to the Presbytery by actions of the Synod and General  
32 Assembly. This geographical district includes the following counties:

33 All Bladen, Brunswick, Carteret, Columbus, Cumberland, Duplin, Harnett, Hoke, Jones, Lee, Moore,  
34 New Hanover, Onslow, Pender, Robeson, Sampson, and Scotland Presbyterian Churches; and also  
35 including Pink Hill Presbyterian Church in Lenoir County, Trinity and Croatan Presbyterian Churches in  
36 Craven County, Rios de Agua Viva Presbyterian Church in Wayne County, and Biscoe Presbyterian  
37 Church in Montgomery County.

### 38 **1.04 Membership**

39 Presbytery is a corporate expression of the church in the geographical area of its jurisdiction, consisting of  
40 all the churches and teaching elders. Meetings of the presbytery shall be composed of ruling elders  
41 commissioned by the Sessions, according to the provisions of the *Book of Order*, G-3.0301, and the  
42 member teaching elders. A ruling elder elected to serve as Stated Clerk, as Moderator or Vice Moderator  
43 of Presbytery, as Chair and Vice Chair of the Presbytery Mission Cabinet, as Chair of Committees of the  
44 Presbytery, as Chair of one of the Sub-Committees of the Mission Cabinet, or as Moderator of  
45 Presbyterian Women or Presbyterian Men of the Presbytery shall be enrolled as a member of the  
46 Presbytery for the term of office, whether or not commissioned by his or her Session. Ruling elders  
47 currently appointed to serve churches as Commissioned Ruling Elders in particular pastoral service or in  
48 other validated ministries shall be enrolled as members of the Presbytery for the period of such service.

49 In order to maintain parity between the number of teaching elders and ruling elders as members of the  
50 Presbytery congregations with membership over 500 members shall be represented as follows:

- 51 ○ 501 – 1,000 by 2 ruling elders
- 52 ○ 1,001 – 1,500 by 3 ruling elders
- 53 ○ 1,501 – 2,000 by 4 ruling elders

- 54       ○ 2,001 – 3,000 by 5 ruling elders
- 55       ○ From 3,001 members there shall be an additional ruling elder representative for each 1,000
- 56       additional active members or major fraction thereof.

## 57   **1.05   Responsibilities**

58   The Presbytery is responsible for mission and government of the church throughout the geographical  
59   jurisdiction. The listing of specific responsibilities for Presbytery given in the *Book of Order*, G-3.0301  
60   shall always be determinative for the work of this Presbytery, and no programs, projects, or activities  
61   which conflict with the *Book of Order* shall be undertaken.

## 62   **1.06   Sacrament Authorized**

63   The Sacrament of the Lord's Supper may be celebrated when authorized by Presbytery at events spon-  
64   sored by entities of the Presbytery. When a request to celebrate the Lord's Supper in such an event is  
65   made between meetings of Presbytery, a committee consisting of the Chair and the Vice Chair of the  
66   Presbytery Mission Cabinet and the General Presbyter/Stated Clerk is authorized to approve celebration  
67   of the Sacrament, with such approval to be reported to the next stated meeting of Presbytery.

## 68   **1.07   Missional Communities**

69   In order to facilitate the building of closer relationships among members of the Presbytery, to nurture  
70   opportunities for shared mission locally, and to support the vitality of each member congregation the  
71   Presbytery is organized into three Missional Communities as follows:

### 72       **East Missional Community**

73       Brunswick, Carteret, Craven (Croatan and Trinity/Havelock Churches), Duplin, Jones, Lenoir  
74       (Pink Hill Church), New Hanover, Onslow, Pender Counties and Wayne (Rios de Agua Viva  
75       Church) Counties.

### 76       **Central Missional Community**

77       Bladen, Columbus, Cumberland, Robeson, and Sampson Counties

### 78       **West Missional Community**

79       Harnett, Hoke, Lee, Moore, and Scotland Counties, Montgomery (Biscoe Church), and  
80       Robeson (Lumber Bridge Church) Counties.

## 81   **1.08   Synod of the Mid-Atlantic**

82   The Presbytery of Coastal Carolina is located within the bounds of the Synod of the Mid-Atlantic. The  
83   synod is a middle council responsible for the mission of the church within its geographic boundaries  
84   (*Book of Order*, G-3.0401). Each presbytery shall participate in the synod's responsibility and service  
85   through elected commissioners (*Book of Order*, G-3.0401). The manner in which commissioners from  
86   the Presbytery of Coastal Carolina are elected is outlined in an appendix of this manual.

87     **1.09   General Assembly**

88     The General Assembly is the highest council of this church and is representative of the synods,  
89     presbyteries, sessions and congregations of the Presbyterian Church (U.S.A.) (*Book of Order*, G-  
90     3.0500). The manner in which commissioners from the Presbytery of Coastal Carolina are elected is  
91     outlined in an appendix of this manual.

92     **2.00   Missional Communities (East, Central, and West)**

93     **2.01   Purpose**

94     In order to facilitate the building of closer relationships among members of the Presbytery, to nurture  
95     opportunities for shared mission locally, and to support the vitality of each member congregation the  
96     Presbytery is organized into three Missional Communities as outlined in 1.07 above.

97     **2.02   Authority**

98     The Presbytery of Coastal Carolina hereby **commissions** each of the three geographic (West, Central,  
99     and East) Missional Communities to act on the following items:

- 100         a.     Election its own leaders according to its own procedures;
- 101         b.     Formation of its own committees respecting our commitment to diversity;
- 102         c.     Election of three representatives to the Presbytery's Mission Cabinet;
- 103         d.     Adoption of budgets and allocation of resources necessary to carry out its mission in  
104                 consultation with the Presbytery Mission Cabinet;
- 105         e.     Welcoming of ministers (teaching elders) to ministry in its congregations after action by  
106                 its Community Commission on Ministry;
- 107         f.     Examination of candidates for ordination upon recommendation of the Commission on  
108                 Ministry for that Community;
- 109         g.     Action to approve the sale or encumbrance of property by its congregations (G-4.0206)  
110                 in consultation with the Presbytery's Finance and Property Committee;
- 111         h.     Authorization of the celebration of the Lord's Supper at events hosted by units of the  
112                 Missional Community;
- 113         i.     Review of sessional records for congregations within its bounds;
- 114         j.     Other powers may be added by the full Presbytery from time to time.

115     **2.03   Membership**

116     While gatherings of each of the three Missional Communities should be designed to appeal to a wide  
117     cross-section of members of the Community, those who are entitled to vote on any of the actions  
118     properly before the Community shall be those from the particular Missional Community who are  
119     eligible to serve as commissioners to the full Presbytery meeting. (See Section 1.04 above.)

- 120         a.     Teaching elders who serve congregations within the particular Missional Community  
121                 shall be members of that Community. Members at Large or Honorably Retired Ministers  
122                 will ordinarily be members of the Community in which they reside. Those who live  
123                 outside the bounds of the Presbytery may choose to be members of one of the three  
124                 particular Missional Community. No teaching elder shall be a member of more than one  
125                 Missional Community.

126           b.       Ruling elders from congregations in the Missional Community who fulfill the qualif-  
127                    ications for voting membership of the Presbytery (Section 1.04 above) shall also be  
128                    voting members of the Missional Community when gathered for the transaction of  
129                    business.

130           c.       An official roster of each Missional Community will be kept by the Stated Clerk.

#### 131   **2.04   Frequency of Gatherings**

132   The Missional Communities will meet at least once per year and more often if desired. Not every  
133   gathering held within the Missional Community needs to have business to transact. Gatherings may be  
134   organized for a variety of reasons and take a variety of forms.

#### 135   **2.05   Agenda**

136   The agenda for gatherings of the Missional Community (whether for business, fellowship, mission,  
137   education or other reason) shall be prepared by the Moderator of the Missional Community and the  
138   Mission Coordinator in consultation with the Community's Steering Team.

139   Missional Communities are encouraged to include one or more of the elements of the Presbytery Vision at  
140   each of the gatherings.

#### 141   **2.06   Business at Community Gatherings**

142   Any reports or recommendations pertaining to business to come before the Community Gathering shall  
143   be made available online not less than ten days before the scheduled meeting. Printed copies shall be  
144   made available on request.

145   If the Moderator of the Missional Community and the Mission Coordinator agree that additional new  
146   business needs to come before a Community Gathering they can ask the Missional Community to set  
147   aside the Standing Rules and receive the business in accordance with Sections 7.05 and 13.00 below.  
148   Written copies of the recommendations or action shall be made available to all voting members.

#### 149   **2.07   Quorum**

150   The quorum for transacting business at a Gathering of a Missional Community shall be 20 persons  
151   including at least 10 teaching elders and 10 ruling elders representing at least 7 different congregations.

#### 152   **2.08   Other Rules of Order**

153   The same rules of order as apply to meetings of the full Presbytery shall apply when transacting  
154   business at a gathering of one of the Missional Communities. (See Sections 7.03 and 7.04 below.)

#### 155   **2.09   Officers of Missional Communities**

##### 156           a.       Moderator and Vice Moderator

157                   Each Missional Community shall elect a moderator and vice moderator following the  
158                   principles for the election of the moderator and vice moderator of the Presbytery  
159                   (Section 4.01 through 4.04 and 4.06).

b. Clerk

The Stated Clerk of the Presbytery shall ordinarily serve as the Clerk of the Community Gathering. If the Stated Clerk is not available to serve, the Missional Community shall elect a Deputy Clerk to serve as parliamentarian and to take the minutes.

**2.10 Mission**

The mission of the three Missional Communities is to assist the congregations of the Presbytery to live into the mission of the Presbytery as expressed in its Vision:

# Our Vision

## A Provocative Proposal of the Reality We Seek to Live Into

### As Coastal Carolina Presbyterians

Empowered by our large size and rich diversity we help one another to share Christ's ministry and mission in a changing world.

1. As an entire Presbytery, we bear witness to our historic Reformed faith and learn from one another how to be God's sent-out church in our own day.
2. Gathered in Three Covenant Communities, we strengthen our relationships by finding ways to partner with nearby congregations, joining in God's mission in our communities, and learning from one another how to be Christ's Spirit-filled apostles to the whole world.
3. When we gather in worship, in prayer, and in study, we awaken our own spiritual imagination and stir one another to greater congregational vitality.
4. In times of fellowship, in occasions of learning, in ministries of compassion, and in joint worship of God, our various congregations become increasingly open to the movement of the Spirit in our lives.
5. As each of us brings our gifts and skills to the table, we effectively develop the leaders that our presbytery and our congregations need.

**2.11 Missional Community Steering Committee**

Each of the three Missional Communities shall elect a Steering Committee representative of its community to coordinate its work. The number of members and their selection shall be determined by the Community.

**2.12 Responsibilities**

The three Missional Communities shall discern their own mission priorities. In doing so they shall be guided by the vision expressed above and keep in mind responsibilities in **four critical areas**:

- a. Shared Mission
- b. Leadership Development

- 194 c. Congregational Transformation/Vitality
- 195 d. Sessional Records Review

### 196 **3.00 Administrative Organization of Presbytery**

197 The Presbytery shall organize administrative units for carrying out the mission program and the governing  
198 functions of Presbytery. All such units shall be established only by the Presbytery or according to  
199 procedures established by Presbytery. All such units shall conduct their affairs in accordance with the  
200 *Manual of Administrative Operations*, and shall be accountable to the Presbytery, reporting regularly and  
201 fully to Presbytery.

202 Administrative units of Presbytery shall include: the Presbytery Mission Cabinet; Missional  
203 Communities; Missional Community Committees; Presbytery Committees; and Temporary/*ad hoc*  
204 Committees or Task Groups/Forces.

### 205 **4.00 Officers of Presbytery**

#### 206 **4.01 Elected by Presbytery**

207 Officers of the Presbytery shall be elected by the Presbytery, after due process of nomination including  
208 opportunity for nominations from the floor, for terms and duties as specified for each office. The  
209 Moderator and the Vice Moderator shall be member teaching elders or ruling elders eligible for  
210 membership in Presbytery; if a ruling elder, he or she shall be enrolled as a member of the Presbytery for  
211 the duration of the term as Moderator or Vice Moderator. The General Presbyter/Stated Clerk shall be a  
212 person eligible for membership in the Presbytery.

#### 213 **4.02 Moderator and Vice Moderator**

214 The term of the Moderator shall be one calendar year. The Moderator shall first be elected to the office  
215 of the Vice Moderator for one year and shall serve as a member of the Presbytery Mission Cabinet  
216 during that year and during the year of service as Moderator. The year following the term of office, the  
217 Moderator shall serve as a member of the Presbytery Mission Cabinet. Presbytery shall be faithful to  
218 the principles of inclusion (G-3.0103, F-1.0403), in electing persons to serve as Moderator and Vice  
219 Moderator. Ordinarily these offices shall be filled alternately by a ruling elder and a teaching elder.

#### 220 **4.03 Moderator**

221 The Moderator shall have the authority to preserve order and to ensure the efficient conduct of business  
222 of the presbytery, in accordance with the *Book of Order*, this *Manual*, and *Robert's Rules of Order*.

223 It is expected that during the term of service, the Moderator will seek to be a visible presence of the  
224 presbytery among its member churches, visiting congregations to worship and to interpret the ministry  
225 and mission of the presbytery.

226 Annually at the fall stated meeting of presbytery, the Moderator, in consultation with the Executive  
227 Committee, shall recommend for presbytery's consideration and election persons to serve in the new  
228 class and any vacancies on the presbytery's Committee on Nomination and Volunteer Development,  
229 including the name of a person to Chair that committee, keeping in mind the presbytery's commitment  
230 to inclusiveness and representation. Nominations may be made from the floor.

231 If the Vice Moderator is unable to serve the following year as Moderator, the Committee on Nomin-  
232 ations and Volunteer Development shall nominate a teaching elder or a ruling elder eligible for the  
233 office of Moderator in accordance with the principles described in Section 4.02 above. A person is not  
234 eligible to serve a second successive term as Moderator.

#### 235 **4.04 Vice Moderator**

236 Presbytery shall elect a Vice Moderator to serve for one year in that office. The Vice Moderator shall  
237 preside over meetings of Presbytery in the absence of the Moderator, or when requested by the Moder-  
238 ator. The Vice Moderator serves as a member of the Presbytery Mission Cabinet.

239 Ordinarily a new Vice Moderator shall be elected and installed at the last stated meeting of a calendar  
240 year, to serve during the following year, while the current Vice Moderator shall ordinarily be installed  
241 as Moderator for the following year.

#### 242 **4.05 Stated Clerk**

243 The Stated Clerk of Presbytery shall also serve as General Presbyter and head of staff of the program and  
244 support staff of Presbytery. Details concerning nomination, election, and the term of office are given in  
245 Section 8.03 in this *Manual*. Duties are detailed in the Position Description in the Appendix.

#### 246 **4.06 Compensation**

247 The Moderator and Vice Moderator shall serve without compensation. The General Presbyter/Stated  
248 Clerk shall be compensated, the amount established annually in the budget process.

### 249 **5.00 Committees**

#### 250 **5.10 Committees of the Full Presbytery**

251 For the development and supervision of the mission of the Presbytery the following Committees shall be  
252 established according to the General Provisions found below:

- 253 1. Commission on Ministry (COM)
- 254 2. Committee on Preparation for Ministry (CPM)
- 255 3. Nominations Committee
- 256 4. Bills and Overtures Committee (B&O)
- 257 5. Committee on Strategic Planning and Organizational Review (SPOR)
- 258 6. Committee for African-American Ministries
- 259 7. Committee for Latino-Hispanic Ministries
- 260 8. Committee on Stewardship Development
- 261 9. Response Coordinating Team
- 262 10. Permanent Judicial Commission (PJC)
- 263 11. Self Development of People Committee (SDOP)

264 The mission and responsibilities of each committee are spelled out in an appendix to this Manual.

265     **5.20     Committees of the Missional Communities**

266     Missional Communities are authorized to set up committees as needed to develop its mission according  
267     to the established General Provisions found below (section 5.30)

268     **5.30     General Considerations**

269     **5.31     Membership Formula**

270     Membership of the Committees of Presbytery, insofar as possible, shall include a balance of teaching  
271     elders and laypersons; females and males; and shall give full expression to the rich diversity of the  
272     Presbytery’s membership as advocated in G-3.0103 and in Principle V of the “Principles of  
273     Agreement.” This membership standard shall apply to committees and temporary/*ad hoc* committees of  
274     the Presbytery with the exception of those specifically mandated by the *Book of Order* or the *Manual of*  
275     *Administrative Operations* to have a different membership.

276     **5.32     Representation**

277             a.     **Committees of the Full Presbytery:**

278                 Unless otherwise provided in specific cases, each committee of Presbytery, insofar as possible,  
279                 shall have elected members from all three geographical communities of Presbytery as outlined  
280                 in section 1.07 above with ordinarily no more than one person from one particular church,  
281                 except for committee representatives on the Mission Cabinet.

282             b.     **Committees of the Missional Communities:**

283                 When a Missional Community creates a committee to advance its mission, it shall honor our  
284                 commitments to diversity of membership.

285     **5.33     Terms and Classes**

286     All committees of Presbytery, except as otherwise required by the *Book of Order*, shall have three classes  
287     of approximately equal size. Terms of service shall be three years, except that members may be elected to  
288     shorter terms to establish classes or to fill unexpired terms. The Committee on Nominations shall  
289     nominate persons to serve on committees. No person shall serve consecutive terms, full or partial, totaling  
290     more than six years on the same committee or sub-committee or on the Presbytery Mission Cabinet,  
291     except where the *Book of Order* requires otherwise.

292     **5.34     Quorum**

293     Unless otherwise stated in the *Book of Order* the quorum for any committee of the Presbytery shall be  
294     one-third (1/3) of its elected membership but not less than 3 persons. Reasonable notice shall always be  
295     given to all elected members of the committee.

296     **5.35     Limited Membership**

297     Unless otherwise provided by this *Manual of Administrative Operations*, no person shall serve  
298     concurrently on more than one committee of Presbytery, with the exception of *ad hoc* committees or  
299     committee representatives to the Presbytery Mission Cabinet.



300     **5.36    Failure to Serve**

301     Members who miss two consecutive meetings of a committee without an excuse approved by the com-  
302     mittee will be contacted by the Chair as to their willingness or ability to continue serving. In the event that  
303     a committee member needs to be replaced, the Chair will inform the Committee on Nominations. If a  
304     member of the Committee on Nominations is removed, the Moderator of Presbytery shall be informed.

305     **5.37    Reports**

306             a.   **Committees of Full Presbytery:**

307             Committees of the Full Presbytery shall report fully and regularly to Presbytery on the work  
308             done in fulfillment of assigned responsibilities. Each shall report at least annually according to  
309             a schedule established by the Presbytery Mission Cabinet or more frequently when matters  
310             need to be presented for information or action of Presbytery. Reports shall be presented first to  
311             the Presbytery Cabinet before being presented to Presbytery. Ordinarily, written reports to  
312             Presbytery should not be read to the meetings of the Presbytery.

313             b.   **Committees of Missional Communities:**

314             Committees of the Missional Communities shall report fully to their Missional Community on  
315             the work done in fulfillment of assigned responsibilities. Reports shall ordinarily be presented  
316             first to the Steering Team of their Missional Community before being presented to the  
317             Missional Community.

318     **5.38    Expenses**

319     Each committee of Presbytery shall project its own expenses and any associated revenue for consideration  
320     in the preparation of Presbytery's budget, and each chairperson shall monitor expenses and revenues so as  
321     to remain within budgeted allocations approved by Presbytery. Net expenditures by any committee  
322     beyond budgeted amounts shall be reported by the Finance and Property Committee to the Presbytery  
323     Mission Cabinet and to Presbytery at their next respective meetings and action taken if deemed necessary.

324     Expenses of Committees of the Missional Community will be included in the Community's budget and  
325     administered through the Presbytery's finance department.

326     **5.39    Minutes and Records**

327     Each committee of the Presbytery or its Missional Communities shall keep a full and accurate record of  
328     its work and proceedings, which shall be maintained as records and property of the Presbytery. **A copy of**  
329     **records and reports shall be sent to the administrative office of Presbytery after each meeting of the**  
330     **committee.** Records shall be available for consultation by committees, churches and ministers of  
331     presbytery as may be needed for the work of Presbytery or for other legitimate concerns.

332     **5.40    Annual Program Goals, Objectives and Action Plans**

333     Each committee of Presbytery and its Missional Communities shall project goals, objectives and action  
334     plans for each year's program based on its assigned responsibilities and in light of priorities adopted by  
335     Presbytery or its Missional Community. As each unit sets its program goals, these goals shall be shared  
336     with the Presbytery Mission Cabinet and with the Committee on Strategic Planning and Organizational  
337     Review. Each year the committees shall evaluate their work, specifically in terms of the accomplishment  
338     of adopted goals. This evaluation shall be used in projecting goals and work program for the coming year.

339 Members of the Presbytery staff will provide annual training/orientation for new committee members and  
340 chairs.

#### 341 **5.41 Committee Officers**

342 a. Each committee of the Presbytery shall have a Chair elected by the Presbytery upon  
343 nomination by the Committee on Nominations and Volunteer Development. The committee  
344 shall elect from its membership persons to serve as Vice Chair and Clerk of the committee.  
345 The term of office for these officers shall be one year; committee officers may be re-elected,  
346 but no person shall serve more than three years in the same office.

347 b. Missional Communities shall establish their own process for selecting the Chair of any  
348 committee(s) they create.

#### 349 **5.42 Sub-committees**

350 To establish effective sub-committees with clearly-defined tasks, the committees of the Presbytery or of  
351 its Missional Communities have authority to form sub-committees that may be assigned specific portions  
352 of the responsibilities of the full committee. Members of sub-committees shall include some members of  
353 the full committee plus other persons who may be co-opted on the basis of interest, training, or  
354 experience.

355 The full committee shall name one of its elected members to chair each sub-committee. Co-opted  
356 members of sub-committees shall serve a term of one year, which may be renewed. No one shall serve as  
357 a co-opted member on more than one sub-committee concurrently.

358 Sub-committees shall function with the powers delegated to them by the full committee. They shall report  
359 fully on their work to the full committee. Reports and other communications to the Presbytery, including  
360 participation in the budget process, from any sub-committee shall be through the full committee. Minutes  
361 and other records of sub-committee work shall be filed promptly with the full committee and with the  
362 administrative office of Presbytery.

#### 363 **5.50 Limited Term Temporary/Ad Hoc Committees or Task Groups**

##### 364 **5.51 Established By Presbytery Mission Cabinet**

365 Presbytery may establish, as needed from time to time, temporary committees or task groups. The  
366 proposal for such a temporary group may arise from the Presbytery Cabinet, from one of the committees  
367 of Presbytery, or from one of the Missional Communities, but because of budget considerations such  
368 temporary groups need to be approved by the Mission Cabinet.

369 Membership of any limited task group shall be defined in the motion or resolution which authorizes the  
370 task group. Nominations of persons to be elected to the task group shall be made in accord with the  
371 provisions of this *Manual*, Section 5.31 above.

##### 372 **5.52 Specific Responsibilities**

373 Each committee or task group approved by the Mission Cabinet shall be created with specific  
374 responsibilities which clearly limits the authority of the committee or task group and define its area of  
375 responsibility in relation to the responsibilities of other committees.

376 **5.53 Accountability Established**

377 Each time a committee or task group is established by the Mission Cabinet, it shall be clearly defined to  
378 whom the committee or task group is to report. Schedule for reporting should normally be established  
379 from the beginning; at least, a schedule for interim reports shall be clearly defined.

380 **5.54 Expense and Program Funds Budgeted**

381 No committee or task group shall be established without having committee expenses and/or program  
382 funds provided through regular funding procedures, either through the budget of Presbytery or through  
383 special allocation. Projected costs and authorizations of funds to cover those costs shall be one of the  
384 necessary concerns for the establishment of any temporary committee.

385 **5.55 Specific Term Determined**

386 Each committee or task group established by Presbytery shall have the term of existence of the committee  
387 or task group defined at the time the group is created. All committees or task groups shall be established  
388 for limited periods of work; if the need for the work extends beyond that anticipated limit, then  
389 consideration shall be given to assignment of responsibilities to an existing committee or the  
390 establishment of a new committee.

391 **6.00 Presbytery Mission Cabinet**

392 **6.01 Mission**

393 To nurture the development of our Vision, to foster a deeper relatedness, to coordinate the work of the  
394 three Missional Communities, and to oversee the implementation of all aspects of the mission and  
395 ministry of the Presbytery of Coastal Carolina.

396 **6.02 Membership**

397 The **Presbytery Mission Cabinet** shall be elected by the Presbytery and the three Missional  
398 Communities with membership to be made up as described below. Terms of service shall be 3 years,  
399 except that members may be elected to shorter terms in order to establish classes or to fill unexpired  
400 terms.

401 The following persons serve as *voting members* of the Mission Cabinet:

- 402 1-2. Chair and Vice-Chair of Mission Cabinet – elected by Presbytery  
403 3-11. Three representatives from each Missional Community (9 people)  
404 12-13. Moderator and Vice-Moderator of Presbytery – elected by Presbytery

405 The following persons serve as *ex officio* members of the Mission Cabinet with voice but without vote:

- 406 1. General Presbyter/Stated Clerk  
407 2. Presbytery Treasurer  
408 3-5. Mission Coordinators

409 The Board of Directors of the Presbytery shall form the **Executive Committee** of the Mission Cabinet.  
410 (See Section 1.02 above.) The Executive Committee shall have the authority to act in emergency  
411 situations within the authority of the Mission Cabinet when such action cannot wait for the next  
412 meeting of the full Mission Cabinet. Any such action taken shall be reported to the next meeting of the  
413 Presbytery Mission Cabinet.

414 **6.03 Responsibilities of the Presbytery Mission Cabinet**

415 The Presbytery Mission Cabinet is the guardian and advocate of the Vision of the Presbytery. The  
416 Mission Cabinet serves as a venue where the Missional Communities can explore and develop shared  
417 programs. It provides the fiduciary oversight of the Presbytery's finances, personnel, and structure  
418 necessary for the Presbytery to achieve its mission. The Mission Cabinet establishes its own goals and  
419 objectives, urges the Presbytery's committees and working groups and the three Missional Communities  
420 to do the same, and prepares evaluation reviews and annual reports to the Presbytery. In carrying out its  
421 mission the Cabinet has these responsibilities:

- 422 a. to establish and maintain working relationships and open lines of communication with  
423 the leadership of the three Missional Communities,
- 424 b. to coordinate the mission and program of the Presbytery,
- 425 c. to oversee the finances of the Presbytery and its three Missional Communities including  
426 the preparation and oversight of the budget of the Presbytery,
- 427 d. to promote the mission of the Presbytery and its three Missional Communities to its  
428 member congregations and to assist our congregations in stewardship development,
- 429 e. to oversee the development of new worshipping communities across the Presbytery and,  
430 with the Commission on Ministry, plan for their eventual chartering as congregations,
- 431 f. to receive reports from the Committee on Representation,
- 432 g. to make sure that the concerns of special groups are welcomed (African American,  
433 Latino-Hispanic, Presbyterian Women, Presbyterian Men, Youth),
- 434 h. to develop strategies for informing members of the churches of the work and  
435 opportunities of the Presbytery,
- 436 i. to recommend personnel policies to Presbytery for all Presbytery employees which shall  
437 include implementation of the inclusiveness required by the *Book of Order* G-3.0103  
438 and affirmed in Principle Six of the Principles of Agreement for the formation of new  
439 Presbyteries in North Carolina,
- 440 j. to develop and review descriptions for all staff positions; and to review annually the  
441 compensation and benefits of staff members, recommending changes when needed,
- 442 k. to exercise oversight of maintenance and use of the physical facilities and equipment of  
443 the Presbytery, except as this responsibility may be assigned to other committees; to  
444 conduct an annual review of all real property of the presbytery; and to maintain a current  
445 inventory of all presbytery furnishings and equipment,
- 446 l. to provide for regular collection and distribution of historical information on  
447 Presbyterian work, churches and people in this section of North Carolina.
- 448 m. to consider all proposals to the *Manual of Administrative Operations* of the Presbytery  
449 and make recommendations for approval or disapproval to Presbytery.

- n. to consider requests from churches for permission to sell, mortgage or encumber their real property or lease their property, and to make recommendations to Presbytery in accordance with G-4.0206 of the *Book of Order*. The Executive Committee of the Mission Cabinet is empowered to act on Presbytery's behalf to give or to withhold permission under G-4.0206, if in the judgment of the Chair of the Presbytery Mission Cabinet, the Chair of the Finance and Property Committee of the Mission Cabinet, and the General Presbyter, it will prove to be an undue hardship on the church requesting such permission to wait for Presbytery's action at its next stated meeting, with all such actions to be reported to Presbytery at the next stated meeting. (See Attached "Chapter VIII Exemptions".),
- o. to conduct an annual review of all committees and a celebration of the events and achievements of the three Missional Communities and the Committees of Presbytery from the past year.

#### **6.04 Standing Committees of the Presbytery Mission Cabinet**

The Chair of the Presbytery Mission Cabinet shall nominate chairs and members of standing committees of the Mission Cabinet for the approval of the Mission Cabinet. Chairs and members of Committees of the Mission Cabinet may be appointed from among any of the voting and non-voting members of the Presbytery Mission Cabinet as well as from any non-Cabinet members of churches or teaching elders in the Presbytery of Coastal Carolina. The Presbytery Mission Cabinet shall determine the size and duties of all committees of the Mission Cabinet and shall specify the length of terms of service. All members of Mission Cabinet Committees shall have voting rights in their committees. Mission Cabinet Committees shall elect their own Vice Chair and Secretary. Members of Presbytery staff may be appointed as non-voting members of Mission Cabinet Committees by the Cabinet, upon recommendation of the General Presbyter.

**Standing Committees** of the Mission Cabinet include:

- a. Executive Committee – acts on behalf of Cabinet in urgent matters, is made up of the Board of Directors of the Presbytery Corporation
- b. Personnel Committee – supports and evaluates staff
- c. Finance and Property Committee – builds budget and manages finances and property

**Other Workgroups** – the Mission Cabinet may create standing committees or work groups to fulfill its responsibilities in the following areas:

- a. Communications as a resource to committees and communities and maintains the website, e-news and other media,
- b. Hunger Action to allocate funds gathered by the Presbytery to address hunger issues,
- c. Mexico Partnership to coordinate our partnership with the Presbytery of the Gulf of Mexico in Tabasco, Mexico,
- d. New Church Development to guide the Presbytery in the development of new worshipping communities and chartering of new congregations,
- e. Peacemaking to keep before the Presbytery our calling to be peacemakers and to offer strategies to assist congregations, Missional Communities and the whole Presbytery in supporting peacemaking efforts,
- f. Other temporary or ad hoc committees as needed. (Examples: disaster preparation and response, history, etc.)

493     **6.05     Relationship of Presbytery Mission Cabinet to Committees of Presbytery**

494     While the Presbytery Mission Cabinet has responsibility for coordination of the mission and program of  
495     Presbytery, the Committees of Presbytery have specific responsibilities entrusted to them by Presbytery  
496     and are accountable to Presbytery for their stewardship. All committees of Presbytery report to Presbytery,  
497     but all reports shall be presented to the Presbytery Mission Cabinet before being presented to the  
498     Presbytery. The purpose of the Cabinet's review is for coordination and review of each report in  
499     relationship with all other committees and their work. The Cabinet may, if it deems it necessary, make a  
500     recommendation to Presbytery regarding any committee's report.

501     **6.06     Relationship of Presbytery Mission Cabinet to the Three Missional Communities**

502     Each Missional Community (either alone or in cooperation with another Missional Community) is free  
503     to develop its own programs, events, etc. Missional Communities may request resources from the  
504     Mission Cabinet as needed and available to support its mission. The Three Missional Communities  
505     shall report regularly to the Mission Cabinet and the whole Presbytery on its plans, activities, and  
506     results. All funds used or collected by the three Missional Communities shall be deposited with and  
507     requested from the Finance Office of the Presbytery and shall be under the control of the Finance  
508     Committee of the Presbytery and its Treasurer in accordance with the fiscal rules of this Manual.

509     **6.07     Officers of Presbytery Mission Cabinet**

510     The Chair and Vice-Chair of the Presbytery Mission Cabinet shall be nominated to the Presbytery by the  
511     Committee on Nominations, and shall be elected for a term of one year. These officers may be re-elected,  
512     but no person shall serve more than three years in the same office.

513     The Administrative Assistant to the Stated Clerk shall serve as *Recording Clerk* for the Presbytery  
514     Mission Cabinet.

515     **6.08     Reports**

516     Presbytery's Mission Cabinet shall report to each stated meeting of Presbytery as needed. Any actions  
517     taken by the Mission Cabinet on behalf of the Presbytery between stated meetings of the Presbytery shall  
518     be reported to Presbytery at its next stated meeting, along with recommendations to Presbytery for action.

519     **6.09     Expenses**

520     The Presbytery Mission Cabinet shall project its own expenses for consideration in the preparation of  
521     Presbytery's budget and shall monitor its expenditures so as to remain within budgeted amounts.

522     **6.10     Minutes and Records**

523     The Presbytery Mission Cabinet shall keep full and accurate records of its work and proceedings. These  
524     records shall be kept in the office of Presbytery, and shall be available for consultation by committees,  
525     churches and teaching elders of the presbytery as may be needed for the work of Presbytery or other  
526     proper concern.

527 **7.00 Meetings of Presbytery**

528 **7.01 Frequency**

529 The Presbytery shall hold stated meetings at least twice each year, at times and places determined by the  
530 Presbytery on recommendation from the Presbytery Mission Cabinet. Ordinarily the dates of stated  
531 meetings shall be established for the full year to enable better scheduling of activities by units of the  
532 Presbytery. The first stated meeting of each year will include the celebration of the Lord's Supper as a part  
533 of worship.

534 Special meetings of the Presbytery shall be called as needed, with notice of such meetings being sent not  
535 less than two weeks in advance to each teaching elder and to the session of every church in the presbytery.  
536 The notice shall state the purpose of the meeting, and no business other than that stated in the notice shall  
537 be transacted at that meeting.

538 **7.02 Agenda**

539 The agenda for each stated meeting of the presbytery shall be prepared by the Stated Clerk in consultation  
540 with the Presbytery Mission Cabinet and recommended to the presbytery for consideration and adoption.  
541 ~~Each agenda shall intentionally reflect some element of at least one of the five commitments in the~~  
542 ~~presbytery's Vision.~~

543 The agenda for each stated meeting shall give priority to corporate worship and to the constitutional  
544 business of Presbytery. Worship at stated meetings shall ordinarily be planned by Community Mission  
545 Coordinators in consultation with the host church(s) and the Presbytery Mission Cabinet. Presentations by  
546 institutional representatives or by ecumenical agencies may be scheduled as time allows.

547 The agenda of business for a special called meeting shall be the consideration of the matter or matters  
548 specified in the purpose for which the meeting is called.

549 **7.03 Reports and Recommendations**

550 Reports and recommendations to be considered at a meeting of Presbytery shall be made available online  
551 not less than ten days before the meeting. Printed copies shall ordinarily be made available on request.

552 **7.04 Supplemental Reports**

553 Matters that arise after the Presbytery Mission Cabinet has approved the agenda for the upcoming meeting  
554 of the Presbytery, but which need to be considered by the Presbytery, shall be distributed in writing at the  
555 time of registration at the meeting. If such supplemental matters require a modification in the agenda,  
556 those responsible for the material in the supplemental report shall contact the Stated Clerk before the  
557 meeting to request the agenda change. If at all possible, supplemental reports should be reviewed by  
558 Presbytery Mission Cabinet prior to being submitted to Presbytery either by a called meeting of  
559 Presbytery Mission Cabinet or by electronic distribution.

560 **7.05 Resolutions and Overtures**

561 Resolutions (other than the resolution of thanks for a particular meeting) or overtures to Synod or General  
562 Assembly shall be in the hands of the General Presbyter/Stated Clerk of Presbytery **at least thirty days**  
563 before the stated meeting at which the resolution or overture is to be considered. The General  
564 Presbyter/Stated Clerk shall immediately place the resolution or overture in the hands of the Bills and  
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565 Overtures Committee for study and recommendation to Presbytery, including recommendation of a  
566 process for consideration and debate if necessary. Any resolution or overture received by the General  
567 Presbyter/Stated Clerk **less than thirty days** before a stated meeting shall be referred to the Bill and  
568 Overtures Committee for study and recommendation to a later stated meeting, normally the second stated  
569 meeting following receipt by the General Presbyter/Stated Clerk.

570 If the General Presbyter/Stated Clerk and Moderator conclude that it is advisable for a stated meeting to  
571 consider a resolution or overture that was not delivered to the General Presbyter/Stated Clerk at least  
572 thirty days before, the matter shall be presented to the stated meeting in writing, with copies available for  
573 all members of the presbytery, with explanation of why normal procedure should be set aside. The  
574 Presbytery may vote by **two-thirds majority** of those present and voting to suspend the rules and to place  
575 the resolution in the hands of the standing committee on Bills & Overtures (or other group named by the  
576 Presbytery to consider) for study and recommendation later in the meeting.

#### 577 **7.06 Rules of Order**

578 All meetings, stated and special, of the Presbytery, as well as meetings of administrative units of the  
579 Presbytery, shall be conducted in accordance with the most recent edition of *Robert's Rules of Order*,  
580 except in cases in which the Constitution of the Presbyterian Church (U.S.A.) provides otherwise. These  
581 rules of parliamentary procedure are always to be followed to ensure fairness of treatment and clarity of  
582 procedure, and are never to be used to take unfair tactical advantage in the midst of debate.

583 **Quorum:** A quorum for **stated meetings** of the Presbytery shall be 70 persons, including 20 teaching  
584 elders, and 20 ruling elders commissioned by at least 20 sessions. The quorum for **special meetings** shall  
585 be 50 persons, including 20 teaching elders, and 20 ruling elders commissioned by at least 20 sessions.

#### 586 **7.07 New Business**

587 Items of new business shall be brought to the General Presbyter/Stated Clerk prior to the adoption of the  
588 agenda by the body and shall be introduced at the time specified on the agenda. No additional items shall  
589 be received for consideration subsequent to the adoption of the agenda. Some items of new business may  
590 be referred to the Presbytery Mission Cabinet or other units of Presbytery for consideration and report to a  
591 later stated meeting.

#### 592 **7.08 Floor Privilege for Committee Members**

593 Members of the Presbytery Mission Cabinet, members of all Committees, and Commissioners shall have  
594 the privilege of the floor when matters being considered relate to the work of the Mission Cabinet or  
595 Committees of which they are members.

#### 596 **7.09 Moderatorial Appointments**

597 *For the efficient conduct of meetings of the presbytery, the Moderator shall make appointments as*  
598 *follows:*

599 **Committee on Resolutions of Thanks**, to prepare for consideration and adoption an  
600 appropriate expression of thanks to those responsible for arrangements, leadership, and other  
601 facets of the meeting;

602 **Committee on Attendance**, to review the registration of teaching elders and ruling elder



603 commissioners, and to report to Presbytery on attendance, with recommendations on excused  
604 absences as appropriate;

605 **Committee on Bills & Overtures** (consisting of members present of the Bills and Overtures  
606 Committee) to consider any matter referred to the committee by the plenary, and to report later  
607 in the meeting with recommendation for Presbytery action; (see Section 2.05 in this manual). If  
608 fewer than three members of the Bills and Overtures Committee are present, the Moderator,  
609 with the consent of the Presbytery, shall appoint an additional (or additional) members to the  
610 Bills and Overtures Committee.

611 **Temporary Clerks**, to assist in counting votes as needed, and to distribute materials if  
612 necessary;

613 **Others** as may be necessary.

## 614 **7.10 Approval of Minutes**

615 Minutes of each meeting of the presbytery shall be prepared by the Recording Clerk and the General  
616 Presbyter/Stated Clerk and presented to the Presbytery Mission Cabinet for review and approval.

## 617 **8.00 Staff of Presbytery**

618 *To facilitate the mission of the Presbytery and the support of the churches of the Presbytery, exempt*  
619 *program staff and non-exempt support staff shall be employed.*

### 620 **8.01 Exempt Program Staff**

### 621 **8.02 Search Process**

622 All search committees shall observe the provisions of the *Book of Order*, F-1.0403 “Unity in Diversity,”  
623 and the church-wide plan of equal employment opportunity affirmed in **Principle Six** of the **Principles of**  
624 **Agreement** for the formation of new Presbyteries in North Carolina. (See Appendix #1.)

### 625 **8.03 General Presbyter/Stated Clerk**

626 A teaching elder or ruling elder shall be elected by the Presbytery to serve as General Presbyter/Stated  
627 Clerk for a term of three years, which may be renewed. This person shall serve as the Stated Clerk of  
628 Presbytery, as chief executive officer of Presbytery, as Secretary of the Corporation, and as supervisor of  
629 exempt program staff and non-exempt support staff. The GP/SC shall be accountable to the Presbytery  
630 through the Presbytery Mission Cabinet, for timely and proper performance of the duties of the Stated  
631 Clerk, for implementation of decisions and matters of strategy, mission, program, and resources. The  
632 GP/SC shall be an exempt program staff position.

633 More detailed duties and relationships are found in the position description approved by Presbytery and  
634 included as an appendix to this *Manual*.

635 When a vacancy occurs in the office of the GP/SC, the Presbytery shall elect a search committee  
636 representative of the entire Presbytery. Members of this Search Committee shall be nominated by the  
637 Committee on Nominations and Volunteer Development in consultation with the Presbytery Mission  
638 Cabinet. The search committee shall be faithful to the principles of inclusion of the *Book of Order* (G-

639 3.0103, F-1.0403), and **Principle Six** of the **Principles of Agreement** for the formation of new Presby-  
640 teries in North Carolina. When the search committee is ready to report, it shall notify the interim GP/SC  
641 who shall include this report in the business of the next meeting of Presbytery.

642 When an incumbent GP/SC approaches the end of a term, it shall be the responsibility of the Presbytery  
643 Mission Cabinet to make a recommendation concerning renewal of call, making use of the performance  
644 evaluations required in paragraph 4.05 in this manual.

#### 645 **8.04 Other Exempt Program Staff**

646 Other exempt program staff positions may be authorized and persons employed by the Presbytery.  
647 Positions shall be authorized by Presbytery before persons are considered for nomination. All persons to  
648 fill exempt program staff positions shall be elected by Presbytery upon recommendation of the GP/SC  
649 after a proper process for search and nomination. Presbytery shall always proceed in full accord with the  
650 principles of participation and representation found in the *Book of Order*, G-3.0103 and affirmed in  
651 **Principle Six** of the **Principles of Agreement** for the formation of new Presbyteries in North Carolina to  
652 “*honor the principle of inclusiveness in employment.*”

653 Exempt program staff positions may be full-time, part-time, or shared-time; they shall be clearly defined  
654 in relationship with other staff positions, and also in relationship with other duties in the case of a joint  
655 call. All exempt program staff shall be accountable through the GP/SC and the Presbytery Mission  
656 Cabinet to the Presbytery.

657 Each exempt program staff person shall have a position description, approved by the Presbytery and  
658 included as an appendix to this *Manual*.

#### 659 **8.05 Terms of Service**

660 Employment is voluntarily entered into by an exempt program staff person and Presbytery, and either  
661 party can end the relationship at any time, with or without notice. The exempt program staff person is  
662 not hired or obligated for a fixed period of time, but serves at will. Neither the exempt program staff  
663 person nor the Presbytery has any authority to state otherwise.

664 An exception is that Presbytery may retain the services of a General Presbyter/Stated Clerk for a  
665 defined period of three years.

666 Though employment needs can and do change, the individual and the Presbytery will not end the  
667 employment for any unlawful reason.

#### 668 **8.06 Non-Exempt Support Staff**

669 Non-exempt support staff of Presbytery provides staff services for the GP/SC and for the Presbytery  
670 Mission Cabinet and Committees of Presbytery. All non-exempt support staff positions shall be approved  
671 by the Presbytery Mission Cabinet upon recommendation of the GP/SC, and shall include accountability,  
672 and salary level, with position descriptions attached as appendices to the *Manual*.

673 Non-exempt support staff positions may be full-time or part-time. Persons may be employed by the  
674 Presbytery Mission Cabinet upon the recommendation of the GP/SC. A proper process for search and  
675 selection shall be followed, in accord with the principles of participation and representation found in the  
676 *Book of Order*, G-3.0103 and affirmed in **Principle Six** of the **Principles of Agreement** for the formation

677 of new Presbyteries in North Carolina.

#### 678 **8.07 Temporary Non-Exempt Support Staff**

679 Temporary non-exempt support staff workers may be employed when necessary for periods of heavy  
680 workload or prolonged absence of regular employees. Decisions on temporary non-exempt support staff  
681 shall be made by the GP/SC in consultation with the Executive Committee of the Presbytery Mission  
682 Cabinet and the Chair of the Finance and Property Committee of the Cabinet. Temporary non-exempt  
683 support staff shall not be engaged for more than ninety days at a time. Funds to cover these temporary  
684 non-exempt support staff must be in the budget.

#### 685 **8.08 Position Descriptions**

686 There shall be a position description for each exempt program staff position and each non-exempt support  
687 staff position of the Presbytery. These descriptions shall include duties of the position, qualifications  
688 required, lines of accountability, and salary range. They shall be approved by the Presbytery and included  
689 as appendices to this *Manual*. The Personnel Committee of the Presbytery Mission Cabinet shall assist the  
690 GP/SC in the development and revision of those position descriptions.

#### 691 **8.09 Supervision & Accountability**

692 The GP/SC shall be the chief executive officer and supervisor of exempt program staff and non-exempt  
693 support staff of Presbytery. Some positions may be immediately supervised by another staff member, as  
694 determined by the GP/SC.

695 While all exempt program staff have specific responsibilities with different units of Presbytery, they shall  
696 be accountable to the Presbytery through the GP/SC. Non-exempt support staff members will be  
697 accountable through the GP/SC and the Presbytery Mission Cabinet.

#### 698 **8.10 Annual Performance Evaluations**

699 All staff members shall receive confidential written performance evaluations annually. Evaluation of non-  
700 exempt staff shall be done by the immediate supervisor in consultation with the GP/SC. Evaluation of  
701 exempt staff shall be done by the GP/SC and be reported to Presbytery Mission Cabinet through the  
702 Personnel Committee. Evaluation of the GP/SC shall be done by the Personnel Committee of the Presby-  
703 tery Mission Cabinet, with input from committee chairs, and reported to the Presbytery Mission Cabinet  
704 in executive session.

#### 705 **8.11 New Exempt Program Staff Positions**

706 New exempt program staff positions may be created by the Presbytery using the following procedure:

- 707 a. A proposal for a new position may arise from any administrative unit in Presbytery and  
708 must be presented to the Presbytery Mission Cabinet with description of responsibilities  
709 and rationale for the proposal.
- 710 b. The Presbytery Mission Cabinet will appoint a work group for initial evaluation and report  
711 to the next meeting of the Cabinet. The work group will include the Chairs or representa-  
712 tives of Personnel Committee, the Committee on Strategic Planning and Organizational  
713 Review, the Finance & Property Committee of Cabinet, the General Presbyter/Stated  
714 Clerk, and any other committee with related interests.

- 715           c.     The Presbytery Mission Cabinet will consider the report of the work group, and will  
716                   present the proposal for a new exempt program staff position to a stated meeting of  
717                   Presbytery, along with the Presbytery Mission Cabinet's recommendation regarding it, for  
718                   a first hearing.
- 719           d.     If Presbytery recommends further study of the proposal, it will be referred to one of the  
720                   following:  
721                   •   Personnel Committee of the Presbytery Mission Cabinet;  
722                   •   Committee on Strategic Planning and Organizational Review;  
723                   •   Finance & Property Committee of the Presbytery Mission Cabinet;  
724                   •   Other Committees with an interest determined by the Presbytery Mission Cabinet.
- 725           f.     The proposal for a new exempt program staff position will be considered by the next  
726                   stated meeting of Presbytery, along with reports of committees regarding the proposal.  
727                   Presbytery will vote to approve or to disapprove the new position.

## 728   **9.00   Subsidiary Properties**

### 729   **9.01   Oversight and Care**

730   The Finance and Property Committee of the Presbytery Cabinet shall maintain oversight and overall care  
731   of the various subsidiary properties of Presbytery.

732   Current contact will be maintained with individual management boards or committees where such groups  
733   exist, leaving Finance and Property with direct management responsibility for properties where no such  
734   local group exists. A report shall be given to the Presbytery Cabinet at least annually concerning the  
735   management and stewardship of these properties.

### 736   **9.02   List of Properties**

737   These properties for which Presbytery has responsibility are listed in an appendix to this *Manual*.

## 738   **10.00   Permanent Judicial Commission**

### 739   **10.01   Membership**

740   Membership of the Permanent Judicial Commission shall be seven members, teaching elders and ruling  
741   elders in as nearly equal numbers as possible, for six-year terms in three classes, in accord with the  
742   requirements of *Book of Order*, D-5.0000.

### 743   **10.02   Responsibilities**

744   The Permanent Judicial Commission shall have responsibilities detailed in the *Rules of Discipline* of the  
745   *Book of Order* and shall conduct its business in strict accord with the requirements of the *Rules of*  
746   *Discipline*.

### 747   **10.03   Initiation of Preliminary Procedures in Judicial Process**

- 748           a.     When the Stated Clerk receives notification that the Presbytery is a respondent in a  
749                   remedial case, as soon as possible the Stated Clerk shall notify the Moderator of

750                   Presbytery, who promptly shall appoint a committee of counsel of three persons provided  
751                   for in Section D-6.0300 of the *Book of Order*. These actions shall be reported to  
752                   Presbytery at its next stated meeting.

753                   b.       When the Stated Clerk receives an accusation filed according to section D-10.0100 of the  
754                   *Book of Order*, as soon as possible the Stated Clerk shall notify the Moderator of  
755                   Presbytery, who promptly shall appoint an investigating committee of three to five persons  
756                   as provided in Section D-10.0201 of the *Book of Order*. These actions shall be reported to  
757                   Presbytery at its next meeting.

758                   c.       When the Stated Clerk receives a request for an inquiry for vindication under Section  
759                   D-9.0000 of the *Book of Order*, the Committee on Ministry shall function as Presbytery's  
760                   "appropriate committee" to ascertain whether it is proper to grant the request (D-9.0101a).

## 761    **11.00 Special Organizations**

### 762    **11.01 Relation to Presbytery**

763    Presbytery shall receive as information the annual reports and minutes of Special Organizations within the  
764    bounds of the Presbytery, including annual financial reports. Presbytery also may receive from these  
765    organizations for consideration in the regular budget process requests for financial support. Such requests  
766    must be made in advance of any anticipated expenditures; and this provision for consideration of requests  
767    shall not be interpreted to mean that a request will be granted in full or in part.

768    In receiving reports of the activities and finances of Special Organizations, Presbytery shall not have the  
769    intention of exercising control over these organizations which are related to but not formally units of the  
770    Presbytery. In order to make clear the relationship and to promote effective collaboration, Presbytery shall  
771    identify areas of responsibility and parts of the administrative organization of the Presbytery through  
772    which communications with each Special Organization are to be channeled.

### 773    **11.02 Recognized Organizations**

774    Special Organizations recognized in the bounds of the Presbytery are:

- 775                   a.       Presbyterian Women
- 776                   b.       Presbyterian Men
- 777                   c.       Black Caucus
- 778                   e.       Latino-Hispanic Caucus
- 779                   d.       Youth Council

780    Each of these organizations has the right to send a representative to meetings of the Mission Cabinet to  
781    speak to issues that relate to their mission at these meetings. Expenses related to their presence at  
782    meetings of the Mission Cabinet shall be born by the recognized organization or within its budget from  
783    the Presbytery.

784 **12.00 Financial Policies and Procedures**

785 **12.01 Financial Terminology**

786 All money received by the Presbytery shall be classified in one of the following categories:

787 a. **Mission Support**

788 1. **Shared Mission Fund** are monies given to the Presbytery without any special  
789 designation, to be used to support the program and mission of Presbytery, Synod,  
790 and General Assembly, according to the annual budget of Presbytery.

791 2. **Designated/Validated Fund** are monies given to Presbytery with special  
792 designation, and when accepted by the Presbytery, must be used for the purposes  
793 that the donor has indicated.

794 b. **Special Offerings**

795 Special offerings are seasonal offerings received in the churches for a cause approved by a higher  
796 governing body but not included in the budget of Presbytery. Such offerings are directed to the  
797 specified recipients. All Special Offerings shall be remitted to the designated recipient by the  
798 Treasurer of Presbytery within 60 days of receipt.

799 c. **Per Capita Apportionments**

800 Per Capita apportionments refer to the assessment per member set by General Assembly and  
801 Synod to finance their administrative costs. Such apportionments are paid by and reflected in  
802 Presbytery's annual budget.

803 **12.02 Distribution of Benevolences**

804 The annual budget adopted by the Presbytery shall determine the actual distribution percentages in any  
805 particular year.

806 **12.03 Balanced Budget**

807 Each of the Three Missional Communities shall submit their budget requests to the Presbytery Mission  
808 Cabinet by the end of June each year. The Presbytery Mission Cabinet shall ordinarily submit the next  
809 year's annual budget to the Presbytery at its fall meeting for adoption.

810 In developing the proposed budget to be presented to Presbytery, the Finance and Property Committee of  
811 the Cabinet shall develop a narrative budget to explain what the Missional Communities, the Presbytery  
812 Mission Cabinet and the committees plan to accomplish with funds allocated to them. The budget shall  
813 contain a brief budget message outlining the major goals and objectives of the proposed budget. The  
814 proposed budget shall show the total funds allocated to the Cabinet and committees. The Treasurer shall  
815 submit a financial report to each stated meeting of Presbytery for information. Presbytery shall operate  
816 with a balanced annual budget based on realistic estimates of revenues and support.

817 **12.04 Expenditures Limited by Budget**

818 All committees and the Presbytery Mission Cabinet shall adhere to the expenditure limits of the adopted  
819 budget. Line item expenditures, and transfer of funds between line items within the budget, shall be  
820 authorized by the chairs of committees or the Cabinet (or by persons designated by the Chairs and  
821 identified in writing to the Treasurer). The Finance and Property Committee of the Cabinet shall bring to  
822 the attention of the Presbytery the failure of any committee to adhere to this policy.

823 **12.05 Presbytery Budget**

824 The Presbytery shall operate with a unified annual budget rather than separate budgets for administration  
825 and mission.

826 **12.06 No Carry-over**

827 No committee shall carry over budgeted funds from one year to the next unless specifically authorized by  
828 the Presbytery upon recommendation by the Finance and Property Committee of the Presbytery Mission  
829 Cabinet.

830 **12.07 All Funds in Presbytery Accounts**

831 No validated ministry or committee of the Presbytery shall hold program funds or establish a separate  
832 bank account for its work. All funds collected by any validated ministry or committee of Presbytery must  
833 be remitted to the Presbytery office on a monthly basis.

834 **12.08 Benevolences to be Forwarded Monthly**

835 The Treasurer of Presbytery shall remit to the proper entities in a timely manner, and in the correct  
836 amount, all designated/validated funds and special offerings received.

837 **12.09 Year-end Unused Balances**

838 If total receipts for the fiscal year have been less than 100% of the annual budget, the unexpended monies  
839 shall be used to fulfill budgeted commitments to Synod and General Assembly. If monies are available  
840 after these commitments have been met, they shall remain in the General Benevolence Fund.

841 **12.10 Investment of Funds**

842 All monies from all funds of Presbytery shall be invested and managed properly by the Treasurer under  
843 the supervision of the Finance and Property Committee of the Presbytery Mission Cabinet to ensure a safe  
844 return. They should be invested in reputable financial institutions and in accordance with the socially  
845 responsible guidelines of the PCUSA.

846 **12.12 Operating Reserve (General Benevolence Fund)**

847 Presbytery shall work toward establishing and maintaining a General Benevolence Fund operating reserve  
848 equal to at least twenty percent (20%) of the current year's budget.

849 **12.13 Annual Financial Review**

850 Consistent with the *Book of Order*, G-3.0113, the Presbytery shall purchase annually an external financial  
851 review or audit from a Certified Public Accountant selected by the Finance and Property Committee of

852 the Presbytery Mission Cabinet. The results of this financial review or audit shall be reported to the  
853 Presbytery and shall be made available for review by any church of the Presbytery or by any governing  
854 body of the Presbyterian Church (USA) that shall request it.

#### 855 **12.14 Bonded Employees**

856 Bonding shall be provided for all persons handling funds and other assets of the Presbytery in an amount  
857 determined by the Finance and Property Committee of the Presbytery Mission Cabinet. In addition, all  
858 checks written on Presbytery accounts shall require two (2) authorized signatures to be valid.

#### 859 **12.15 Priority of Salary Commitments**

860 Salaries and salary-related expenses to which Presbytery has committed itself shall be paid as a first  
861 priority.

#### 862 **12.16 Emergency Expenditures**

863 Between meetings of Presbytery, the Presbytery Mission Cabinet shall have authority to approve  
864 extraordinary expenditures outside the adopted budget when, in their best judgment, such expenditures  
865 are necessary and cannot wait for the next meeting of Presbytery, provided that such expenditures do not  
866 exceed twenty thousand dollars (\$20,000.00). All such expenditures shall be reported to the next meeting  
867 of Presbytery with a full explanation of the circumstances that required them. The \$20,000.00 limit is the  
868 cumulative total of one or more projects. These additional funds should come from uncommitted  
869 designated fund accounts that require Presbytery approval to be spent.

#### 870 **12.17 Loan or Grant Funds**

871 The Finance and Property Committee of the Presbytery Mission Cabinet shall administer and oversee all  
872 loans and grant funds held by the Presbytery, taking care to ensure that all such funds are used according  
873 to the purposes for which they were established.

#### 874 **12.18 Financial Statements of Related Institutions**

875 Any institution of Presbytery, Synod, or General Assembly, or any other agency not directly under the  
876 supervision of the Presbytery, that requests funding from Presbytery shall be required to submit to the  
877 Finance and Property Committee of the Presbytery Mission Cabinet a certified financial statement by the  
878 officers of the institution, or a copy of the previous year's audit, as a part of the application for support.  
879 Without such audit or financial statement, no application may be considered.

#### 880 **12.19 Financial Implications of Proposals**

881 Any proposal to be presented to the Presbytery and having financial implications must be accompanied by  
882 a rationale for the proposal, a projected budget, and a report from the Finance and Property Committee of  
883 the Presbytery Mission Cabinet indicating the source of funding, before it may be considered.

#### 884 **12.20 Restricted Funds**

885 Designations and/or restrictions that apply to funds and investments of the Presbytery shall be honored  
886 and upheld, to ensure that said funds and their earnings will be used as intended, in perpetuity. The Asset  
887 Management Manual of the Presbytery provides the requirements for implementation of this policy.



888 **12.21 Church Statements**

889 The Treasurer shall provide to each church a annual statement of its giving to Mission Support, Special  
890 Offerings, Validated/Designated Causes, and Per Capita Apportionments.

891 **12.22 Budget Status Reports for Committees**

892 The Treasurer shall provide on a monthly basis to each committee Chair a report of the budget and  
893 expenditures-to-date for the work of that committee.

894 **12.23 Mission Support from Aid-receiving Churches**

895 All churches requesting and receiving program support or salary support from Presbytery are required to  
896 support the general mission budget of Presbytery, including those churches for which Presbytery  
897 guaranteed a loan.

898 **12.24 Travel Reimbursement**

899 The travel reimbursement rate for persons serving on committees and task forces of Presbytery shall be  
900 determined annually by the Presbytery on recommendation from the Finance and Property Committee of  
901 the Presbytery Mission Cabinet. Ordinarily the reimbursement rate for a particular year shall be  
902 established at the final stated meeting of the preceding year.

903 **12.25 Internal Accounting Procedures**

904 The Treasurer is the chief financial officer of the Presbytery and shall be responsible for receiving,  
905 depositing, disbursing, reporting and accounting for all monies given to or held by the Presbytery. In  
906 fulfillment of these duties, the financial officer may delegate particular duties to an accountant or to  
907 another staff member as a part of that person's assigned responsibilities. Nevertheless, the financial officer  
908 shall be held accountable for ensuring that the work is done properly and shall have necessary authority to  
909 carry out this assignment. All persons working with financial or other fiduciary responsibilities shall be  
910 fully bonded by position. Vouchers, statements, receipts, or duplicate copies of remittance forms must be  
911 presented and approved for all checks written.

912 **12.26 Reporting Salaries and Benefits**

913 The salaries, allowances, and benefits of all persons called or employed by the Presbytery and  
914 compensated from Presbytery funds shall be reported to the Presbytery for approval upon issuance of a  
915 call or an offer of employment. Any changes in terms of call or employment shall be reported for  
916 Presbytery approval. The Finance and Property Committee of the Presbytery Mission Cabinet shall  
917 provide annually to Presbytery a summary of the salaries, allowances, and benefits of all staff persons as  
918 part of the proposed budget.

919 **12.27 Requests for Campaigns**

920 All requests by Presbyterian-related institutions or agencies for special campaigns, capital or otherwise,  
921 shall be submitted to the Finance and Property Committee of the Presbytery Mission Cabinet for review  
922 and recommendation, through the Presbytery Mission Cabinet, for approval by Presbytery. All requests  
923 should be received at least six (6) months prior to the beginning of the campaign.

924 **13.00 Suspension of the Manual of Administrative Operations**

925 A provision of this *Manual of Administrative Operations* may be suspended temporarily, with the  
926 exception of the provision for amendment of the *Manual*, by vote of a two-thirds majority of those present  
927 and voting at a meeting of the Presbytery, with the understanding that no suspension of the *Manual* may  
928 contravene the *Book of Order*. Such suspension shall remain in effect through the remainder of the  
929 meeting at which it is voted, unless the same meeting votes by two-thirds majority of those present and  
930 voting to reinstate the suspended provision. In any event, the suspension does not carry over to the next  
931 meeting of Presbytery.

932 **14.00 Amendment of the Manual of Administrative Operations**

933 Amendment of the *Manual of Administrative Operations* may be proposed by ruling elder or teaching  
934 elder members of a meeting of Presbytery, by sessions, committees, Presbyterian Women and  
935 Presbyterian Men of the Presbytery, the Black Caucus, the Youth Council, and the Stated Clerk/Executive  
936 Presbyter. All proposed amendments to the *Manual* shall be referred to the Presbytery Mission Cabinet  
937 for study and recommendations to Presbytery. Amendments can be made to the *Manual* in either of two  
938 ways: 1) Recommended amendments to the *Manual* shall be submitted in writing to a stated meeting of  
939 Presbytery for a first reading and then be brought to the next stated meeting of Presbytery for a second  
940 reading. At the second reading, proposed changes to the proposed amendment may be acted on by  
941 Presbytery through normal parliamentary procedure; or 2) Recommended amendments to the *Manual*  
942 shall be submitted in writing to each session and teaching elder member of the Presbytery at least six (6)  
943 weeks before a stated meeting of the Presbytery which can then discuss and vote on the proposed  
944 amendment. At that meeting, proposed changes to the proposed amendment may be acted on by  
945 Presbytery through normal parliamentary procedure.

946 **15.00 Appendices to the Manual**

947 **15.01 Approved by Presbytery**

948 Documents are appended to the *Manual* only by vote of Presbytery. These appendices are important parts  
949 of the *Manual* and carry the same authority as guides for the corporate life of the Presbytery. Items to be  
950 approved as appendices will include position descriptions, personnel policies, asset management program,  
951 and administrative manuals of committees of Presbytery. Presbytery may vote to append other documents  
952 as well.

953 **15.02 Amendment of Appendices**

954 Amendments to any of the Appendices of the *Manual* may be considered and voted on at any stated  
955 meeting of Presbytery. A proposed amendment to an appendix shall be referred to the Presbytery Mission  
956 Cabinet for study and report and shall be distributed in writing at least ten days before the meeting at  
957 which it will be considered, along with the recommendations. Amendments of the appendices shall  
958 require a two-thirds majority vote of those present at the time of the vote in order to be effected.

959 **16.00 Editing Authorization Addition**

960 Presbytery authorizes and empowers the General Presbyter/Stated Clerk, the Chair of the Presbytery  
961 Mission Cabinet, and the Recording Clerk to make editing changes to the Manual of Administrative  
962 Operations as needed to give internal consistency of content, language and format to the Manual. No  
963 changes of substance will be made without the approval of Presbytery given through the normal  
964 amendment process.

Presbytery of Coastal Carolina

**Mission Cabinet**

Report to Presbytery

10-10-15

**Action Items:**

**1. Finance and Property Actions** – found in their report on pages 44-52.

**2. Election of Members to the Presbytery Nominating Committee – Class of 2018**

The Outgoing Moderator of Presbytery, Ms. Sue Lowery, places into nomination the following teaching elders as members of the **Presbytery's Nominations Committee**. (This will bring into balance the number of teaching and ruling elders/members of congregations.)

- Pat Fletcher – Member at Large
- Cynthia Strickland – Member at Large
- Ron Stoker – Pastor, First Sanford
- Brian Doles – Pastor, Mount Zion, Rose Hill

**3. Revision of Separation Policy**

**That the Revised Separation Policy be adopted in place of the version adopted at the June 11, 2015 meeting of the Presbytery.**

[This requires a 2/3 majority of those present and voting since 1) it is an amendment to an Appendix of the *Manual of Administrative Operations*, and 2) it limits the right of Presbytery commissioners to amend a motion (the terms of any separation proposal).]

**Information Items:**

1. The Minutes of the May 14, 2015 Cabinet meeting, July 1, 2015 Called Cabinet meeting and the June 11, 2015 Presbytery Meeting were approved by the Presbytery Mission Cabinet in accordance with the *Manual of Administrative Operations*.
2. The Presbytery Mission Cabinet endorsed the creation of a Commission on Ministry and the granting of certain limited powers to the Full and Community Commissions of Ministry as outlined in the Strategic Planning and Organizational Review (SPOR) report on pages 14-15.
3. The Presbytery Mission Cabinet endorsed the revision of our *Manual of Administrative Operations* to create three Missional Communities and charge them with these critical, core functions: Christian Formation, Congregational Vitality, Shared Mission, and Sessional Records Review as outlined in the Strategic Planning and Organizational Review (SPOR) report on pages 16-42.
4. The Presbytery Mission Cabinet endorsed the calling of a special meeting of the Presbytery on Saturday, December 5, 2015, to consider (as a second reading) 1) the revised 2016 Presbytery Budget and 2) the Revised *Manual of Administrative Operations* as proposed by the Strategic Planning and Organizational Review Committee (SPOR).

**The Finance and Property Committee of Presbytery Mission Cabinet**  
**Report to Presbytery: Action and Informational Items**  
**October 10, 2015**

**Financial Information:**

**1. YTD Revenue Summary: August 31 , 2015**

As August 31, 2015 the Presbytery expenses exceeded revenue by \$76,023.

**Per Capita and Shared Mission Report of Revenue:**

	<b>Budgeted</b>	<b>Actual</b>	<b>Difference</b>	<b>% Received</b>
<b>Per Capita</b>	210,726	125,674	- 85,052	60/67%
<b>Sh. Mission</b>	905,000	501,790	-403,210	55/67%

**Revenue and Expenses Summary:**

<b>Total Revenue</b>	<b>629,651</b>
<b>Expenses</b>	<b>705,674</b>
<b>Net Income/(Loss)</b>	<b>- 76,023</b>

Due to declining revenue from churches and the restructuring of Presbytery to more community based activities, the Finance and Property Committee has had to amend the 2016 budget to reflect these anticipated changes. Eleven churches have stated that they wish to enter the discernment process to leave the PCUSA, several churches have lowered their support, while quite a few have chosen not to remit any funds at all.

In addition, the Morgan Foundation did not approve the \$25,000 grant we had requested for the Youth Ministry position.

The Finance and Property Committee decided that based on the current situation, the budget would have to be reduced by at least \$100,000, and some designated funds will need to be used for related expenses. The 2015 budget will not be amended, but we asked previously that committees hold their spending to issues relevant to the operation of presbytery and its programs already planned, or that they feel are essential, and this still holds true. We currently have over a \$76,000 deficit, part of which will not be made up this year and will have to come from our reserves. Therefore, we ask that committees think very carefully before approving new expenditures at this time. This is a very painful process, not only for the Presbytery but also for many of the churches, but it is necessary in light of the anticipated financial situation at this time.

Attached is the 2016 amended budget being submitted for a first reading which reflects the proposed administrative manual changes and re-organization of Presbytery.

**2. Action Items: Finance and Property requests approval of the following:**

- a. Request approval for Panthersford PC to sell a parcel of property for an easement.
- b. Request approval to remit to GA and Synod only the amount of Per Capita Presbytery receives in 2015 and possibly 2016.
- c. Request that committees not spend anything but those funds absolutely necessary to do the essential business of Presbytery due to the large deficit expected this year, and reserves be used to cover the deficit in 2015.
- d. Request dispensing with the Operations Manual requirement for two readings of the amended budget due to time and re-organization constraints, if a called December Presbytery meeting is not approved.
- e. Requests approval of the amended 2016 budget as submitted in the amount of \$1,056,681 today if no December Presbytery meeting is approved, but if a meeting is approved for December, this will be a first reading, with action at the December 2015 meeting.
- f. Request approval of continuing travel reimbursement at 30 cents per mile for Presbytery volunteers. The IRS business rate is 57.5 cents per mile and the charity/volunteer rate is 14 cents per mile.

3. **Other Informational Items:**

- a. Investment Report: Balance as of Sept. 15, 2015, was \$1,858,746 and on December 31, 2014 was \$1,916,851. This is a decrease of \$58,105 due to the drop of the stock market.
- b. Southport PC is conducting a capital campaign to build a ministries building and met with F/P to discuss the financing and detail/size of the project. Information only at this time.
- c. The Presbytery received an unqualified financial audit for the year 2014 from the CPA firm, Thompson, Price, Scott, & Adams.

		Approved 2015	Proposed Amended 2016	Approved 2016
	<b>Revenue-Budgeted Mission Support and Per Capita:</b>			
	Shared Mission Support--Supports Programs of Presbytery & GA Missions			
	Per Capita--100% of apportionment to GA and Synod for their Governance budgets-this figure is estimated for 2016	905,000	770,000	905,000
	Cambellton-Friendship Funds/Reserve Funds--Transformation Projects (Thompson)/Events/Travel	208,223	206,681	208,681
	Transfer from Designated Hispanic Ministry Fund to help offset Moreno travel to Hispanic Missions-As Validated	25,000	18,000	25,000
	Assistance from Fuente de Agua Viva Church for support of Eduardo Moreno as their Teaching Elder	2,000	3,000	2,000
	Two Cents a Meal Administrative (5%) Assistance--helps offset adm costs of offering	0	6,000	0
	Monroe Support from Misc. Designated Funds-declining basis	3,000	3,000	3,000
	Opportunity Fund-For Regional Activities (\$8,000 ea.), Mexican Partnership(\$2,000), Special Unfunded Project as requested, Emergency Grants	0	20,000	0
	Total Projected Revenue	1,143,223	1,056,681	1,141,681
	<b>Expenses-Budgeted:</b>			
	GA Support:			
	GA Shared Mission Support--remitted to GA and includes General Mission support received	12,000	11,000	15,000
	Per Capita: Presbytery is constitutionally mandated to pay this from reserves or mission funds if churches fail to remit their fair share			
	GA Per Capita Apportionment --100% or amount collected	188,253	186,985	186,985
	Synod Per Capita Apportionment--100% or amount collected	19,970	19,696	19,696
	Presbytery Mission Cabinet and Staff:			
	Presbytery Staff--Salaries, Benefits, Prof. Exp.	689,423	655,200	700,423
	Presbytery Cabinet--Office Supp, Bldg Maint & Equip.(new AC), Audit, Ins.increase, Utilities increase, Comm of Cabinet expenses, NC Council/Churches,	75,677	82,500	76,677
	[Presbytery, Cabinet, & Regional Meetings support as needed, and expenses for other committees if required]			
	Sub-committees of Cabinet:			
	Sub-committee for African-American Ministries--Committee expenses and activities	2,000	1,800	2,000
	Sub-committee for Christian Education-Resource Center and E3 if continued	16,000	3,500	18,000
	Sub-committee for Church Revitalization & Transformation-Campbellton Friendship Fund- Thompson/Events/Travel	21,000	18,000	21,000
	Sub-committee for Communications	1,800	500	1,800
	Sub-committee for Hunger-Administers Cents-a-bility offering-travel		250	
	Sub-committee for Latino/Hispanic Ministries-committee expenses and activities	1,800	1,600	1,800
	Sub-committee for New Church Development--Adm/travel exp-oversee New Church Development Fund	3,600	1,000	3,600
	Sub-committee for Peacemaking/Administrators Peacemaking offering-travel, Admin. Expenses		250	
	Youth Ministries-Youth Activities/Events		6,000	
	Committee on Ministry--Provides oversight of churches and ministers, church visitations	10,000	10,000	10,000
	Committee for Mission and Outreach--Includes support for organizations/missions	43,000	0	36,000
	Committee on Nominations & Volunteer Develop.--recruits committee members and works with Comm on Representation	2,400	2,000	2,400
	Committee on Preparation for Ministry-Oversight of Inquirers and Candidates, annual consultation	8,000	3,500	8,000
	Committee on Representation-Travel/adm exp --ensures proper representation on committees	600	400	600
	Committee on Session Rec./Overtures/HGBD-Oversight of church records, overtures, amendments	600	600	600
	Committee on Stewardship-publicize and emphasize stewardship within Presbytery	1,000	800	1,000
	Committee on Strategic Planning & Organiz. Review-Reviews/evaluates programming within Presbytery	1,000	1,000	1,000
	Permanent Judicial Committee-- Travel/adm exp.	100	100	100
	Monroe Camp and Conf Cir-from Misc designated Funds	45,000	20,000	35,000
	Opportunity Fund-For Regional Activities (\$8,000 ea.), Mexican Partnership(\$2,000), Special Unfunded Projects as requested, Emergency Grants	0	30,000	0
	Total Budgeted Expenses	1,143,223	1,056,681	1,141,681
			0	
	Designated Funds Accounts Available: Approved only 2015 and 2016 amounts		2016	2016
1	From General Benevolence Reserve Account-Established Opportunity Fund in 2013 and replenished as approved annually: (These are supplemental funds available to committees for special projects or needs as requested and approved by the individual committees, Finance & Property, and Council. Guidelines are established in the Asset Management Manual.)	2015	2016	15,000
2	The Bridge-New Church Development- approved for 2015 or 2016 as needed by Presbytery		84,000	

10

10

The Presbytery of Coastal Carolina, Inc.  
Budget Revenue and Expenses  
2010-2014 Actual  
2015-2016 Approved

		2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Approved	2016 Approved
<b>Revenue-Budgeted Mission Support and Per Capita:</b>								
Shared Mission Support--Supports Programs of Presbytery & GA Missions		1,063,678	988,386	928,528	902,937	870,960	905,000	905,000
Per Capita--100% of apportionment to GA and Synod for their Governance budgets--this figure is estimated for '15 & '16		205,248	191,944	188,423	195,034	198,724	208,223	206,681
Morgan Foundation Grant to support Assoc for Youth Ministry Salary--I approved by the foundation	*	25,000	20,000	20,000	25,000	25,000	25,000	25,000
Interest, Two Cents a Meal Adm Fee (5%), Hispanic Min Funds to offset Moreno travel coverage	*	880	3,759	7,480	0	0	2,000	2,000
Two Cents a Meal Administrative (5%) Assistance--helps offset adm costs of offering		0	0	23,499	18,449	4,232	3,000	3,000
Healthcare Tax Credit Reserves		0	22,045	23,499	18,449	23,506		
<b>Total Projected Revenue</b>		<b>1,294,806</b>	<b>1,226,134</b>	<b>1,167,940</b>	<b>1,145,166</b>	<b>1,122,422</b>	<b>1,143,223</b>	<b>1,141,681</b>
<b>Expenses-Budgeted:</b>								
<b>GA Support:</b>								
GA Shared Mission Support--will be added to all Directed Mission support received and that total sent to GA		24,000	18,400	18,400	10,000	10,000	12,000	15,000
GA Per Capita apportionment (estimated for 2015/16)--100% as required and billed by GA		180,755	187,116	187,112	190,842	193,471	188,253	186,985
Synod Per Capita Apportionment (estimated for 2015/16)--100% asked of Presbytery		21,308	20,871	22,578	19,445	20,670	19,970	19,696
<b>Presbytery Council and Staff:</b>								
Presbytery Cabinet--Office Supp, Bldg Maint & Equip, Audit, Ins., Utilities, Presbytery and Cabinet Meetings Exp.		101,128	69,030	83,895	74,717	73,995	75,677	76,677
Presbytery Staff--Salaries, Benefits, Prof. Exp. (Offsetting Grants in revenue of 27,000 from Morgan Fnd. & Hispanic Min. Fund)	*	713,810	650,612	621,171	673,041	665,630	689,423	700,423
Committee for African-American Activities--Committee expenses and activities		0	1,182	1,623	1,477	2,000	2,000	2,000
Committee for Christian Educ & Stewardship Dev.-Leadership School, Officer & Educ. Training, Youth Ministry, Resource Ctr		18,141	7,064	8,407	11,868	10,702	16,000	18,000
Committee for Church Revitalization & Transformation--Assisting Churches utilizing using Educational Tools & Grants		26,370	28,351	10,859	18,225	4,094	21,000	21,000
Committee for Communications--Improve communication via technology ie Bronto, Website		3,865	1,834	2,362	212	59	1,800	1,800
Committee for Latino/Hispanic Activities--committee expenses and activities		0	774	996	860	659	1,800	1,800
Committee on Ministry--Provides oversight of churches and ministers, church visitations		11,302	7,110	7,850	8,494	14,500	10,000	10,000
Committee for Mission and Outreach--Previously has supported Mex. Pnership, Hunger Cmte, Peacemaking Cmte,		73,196	56,633	60,421	47,436	38,861	43,000	36,000
Counseling Center, Johnson C Smith Seminary and College, Barber Scotia, PSCC-Charlotte								
United Christian Campus Ministries, Ral Corr Ctr for Women, Bladen Parish Nurse, Barium Springs,								
<b>NC Council of Churches</b>								
Committee for New Church Development--Adm/travel exp relating to developing new churches-they have an additional designated fund		1,260	410	2,128	3,765	1,516	3,600	3,600
Committee on Nominations & Volunteer Develop--recruits committee members and works with Comm on Representation		2,303	1,394	2,664	1,911	2,191	2,400	2,400
Committee for Outdoor Ministries--Monroe Camp and Conf Ctr		26,813	119,577	119,577	57,000	57,000	45,000	35,000
Committee on Preparation for Ministry--Oversight of Inquirers and Candidates, annual consultation, scholarships		7,177	8,601	2,114	4,178	1,952	8,000	8,000
Committee on Representation--Travel/adm exp--ensures proper representation on committees		241	70	30	129	60	600	600
Committee on Session Rec./Overtures/HGBD-Oversight of church records, overtures, amendments		621	210	384	488	5	600	600
Committee on Stewardship Development					0	50	1,000	1,000
Committee on Strategic Planning & Organiz. Review-Reviews/evaluates programming within Presbytery		976	375	751	979	1,207	1,000	1,000
Permanent Judicial Committee--Travel/adm exp.		0	0	0	0	190	100	100
Self-Development of People--Travel/adm exp./grants		0	0	0	0	0	0	0
<b>Total Budgeted Expenses</b>		<b>1,213,266</b>	<b>1,179,615</b>	<b>1,153,322</b>	<b>1,125,067</b>	<b>1,098,812</b>	<b>1,143,223</b>	<b>1,141,681</b>
								0
<b>Designated Funds Accounts Available:</b>								
1 From General Benevolence Reserve Account--Established Opportunity Fund in 2013 and replenished as approved annually: (These are supplemental reserve funds available to committees for special projects or needs as requested and approved by the individual committees, Finance & Property, and Council. Guidelines will be established in the Asset Management Manual.)					15,000	15,000	15,000	15,000
2 From General Benevolence Reserve Account to Monroe Camp and Retreat Center			30,000	20,000	33,000	12,500		
3 From General Benevolence Reserve Acct for Support of New Church Development Minister as proposed					47,500	37,500	37,000	
4 From New Church Development Designated Fund for New Church Development Project and Hispanic Ministries Grants					77,500	37,500	93,000	



# Presbytery of Coastal Carolina 2015 Church Giving Report

2013		100% to GA & Synod	Per Capita			Shared	Shared Mission
Church		Per Capita	Year-to-Date			Mission	Year-to-Date
Memb.	Church Name	Requested	Received			Pledge	Received
19	Acme	171	171			1,900	1,425
12	Amy's Chapel	108	0				0
68	Antioch-Jacksonville	612	408				2,947
70	Antioch-Red Springs	630	630				0
70	Ashpole	630	630			1,925	0
193	Barbecue	1,737	869				0
152	Bensalem	1,368	700				2,600
37	Beth Car	333	315				1,000
77	Bethany-Lumberton	693	0			600	0
54	Bethany-Wilmington	486	500				1,500
40	Bethel-Beulaville	360	186				900
55	Bethel-Raeford	495	0				0
363	Bethesda	3,267	1,418				8,706
179	Beulaville	1,611	1,208			13,775	10,331
31	Big Rockfish	279	0			1,000	0
132	Biscoe	1,188	891				1,666
18	Black River	162	162			1,000	1,000
123	Blandonia	1,107	1,107			6,393	0
97	Bluff	873	582				4,667
31	Bowdens Community	279	0				0
38	Broadway	342	342			2,800	2,800
1,157	Brownson Memorial	10,413	5,000				42,776
105	Buffalo	945	630			0	0
24	Bunnlevel	216	207			2,000	2,000
140	Burgaw	1,260	945			6,000	4,500
92	Calypso	828	417			5,000	3,336
112	Cameron	1,008	0				0
40	Cameron Hill	360	0				0
148	Cape Carteret	1,332	743			5,500	3,667
55	Cape Fear - Lillington	495	248			5,000	2,500
177	Cape Fear - Wilmington	1,593	0				0
274	Carolina Beach	2,466	1,200				11,200
73	Caswell	657	604				1,500
24	Central	216	0				0
87	Centre	783	0				0
36	Chadbourn	324	0				0
67	Chestnut Street	603	603			4,355	4,355
11	Chinquapin	99	0			100	0
50	Church In The Pines	450	0				0
26	Church Of The Covenant	234	163				0
123	Clarkton	1,107	738			6,000	4,000
143	College Heights	1,287	0			4,680	0
705	Community	6,345	3,744				13,125
100	Croatan	900	600			500	334
297	Culdee	2,673	1,254				0
123	Cypress	1,107	1,107			6,000	4,000
19	Dothan	171	0			1,235	0
166	Ebenezer	1,494	1,125			3,000	2,250
99	Edgewood	891	850			4,156	2,765
23	Elise	207	0				0
251	Elizabethtown	2,259	2,667				2,667
35	Ephesus	315	0				600
22	Erwin	198	180				400
60	Euphronia	540	540				460

**Presbytery of Coastal Carolina  
2015 Church Giving Report**

2013		100% to GA & Synod	Per Capita			Shared	Shared Mission
Church		Per Capita	Year-to-Date			Mission	Year-to-Date
Memb.	Church Name	Requested	Received			Pledge	Received
94	Eureka	846	300				1,125
137	Faison	1,233	913				1,475
6	Faison Memorial	54	0				0
63	Faith	567	378			6,000	4,000
145	First - Carthage	1,305	870				6,200
403	First - Dunn	3,627	3,478			12,500	5,600
59	First - Fairmont	531	0				0
1,454	First - Fayetteville	13,086	0				0
162	First - Jacksonville	1,458	851			10,530	6,143
21	First - Lillington	189	189				341
537	First - Lumberton	4,833	3,295			20,000	15,140
84	First - Maxton	756	1,000			4,100	1,125
532	First - Morehead City	4,788	1,703				1,384
368	First - Sanford	3,312	2,208			1,988	1,335
45	First - Spring Lake	405	0				0
250	First - Whiteville	2,250	1,054				7,440
1,364	First - Wilmington	12,276	9,000				28,125
147	Flat Branch	1,323	0				0
20	Freedom East	180	0				0
221	Galatia	1,989	146			14,365	10,122
26	Godwin	234	0				0
48	Grace	432	252			822	548
402	Graves Memorial	3,618	2,111				15,183
112	Grove-Dunn	1,008	500			6,000	3,000
80	Grove-Kenansville	720	480			2,400	1,400
85	Hallsville	765	765			2,500	1,667
59	Harmony	531	0				0
37	Harper Southerland	333	250			4,525	3,394
57	Haymount	513	70				50
1,114	Highland	10,026	6,684			20,000	13,333
27	Holly Grove	243	0				0
87	Hope Mills	783	0				0
44	Hopewell	396	550				600
16	Horseshoe	144	144				1,040
	Iglesia de Fuente	0	100				569
17	Ingram Branch	153	216				0
42	Iona	378	378			622	622
84	Jackson Springs	756	378			3,500	1,750
21	John Hall	189	0				0
234	Jonesboro	2,106	1,574				6,301
74	Lake Waccamaw	666	444			4,500	3,000
16	Lakeview	144	0				0
143	Laurel Hill	1,287	0			9,295	0
472	Laurinburg	4,248	0				15,677
39	Leaflet	351	351			2,535	2,535
198	Lillington	1,782	1,188			14,000	8,000
377	Little Chapel/Boardwalk	3,393	2,333			2,000	0
78	Lumber Bridge	702	0				0
298	MacPherson	2,682	1,500				750
22	Manly	198	0				0
66	Maple Hill	594	0			4,000	0
23	Mars Hill	207	207			1,200	600
69	McClure Memorial	621	621			2,000	1,300
61	McDonalds Chapel	549	364				0

**Presbytery of Coastal Carolina  
2015 Church Giving Report**

2013		100% to GA & Synod	Per Capita			Shared	Shared Mission
Church		Per Capita	Year-to-Date			Mission	Year-to-Date
Memb.	Church Name	Requested	Received			Pledge	Received
12	McMillan	108	111				0
68	Midway	612	0			4,600	0
79	Montpelier	711	350			2,000	1,250
18	Morningside	162	178				350
9	Mt. Horeb	81	81			600	619
14	Mt. Olive	126	0				0
134	Mt. Pelier	1,206	0				0
175	Mt. Pisgah	1,575	0				0
84	Mt. Zion	756	756				2,500
41	New Hope	369	0			3,000	0
52	Oak Grove	468	126				1,125
196	Oak Island	1,764	0				0
27	Oak Plain	243	243			1,755	1,755
130	Olivia	1,170	1,350				2,250
46	Palestine	414	0			600	0
57	Panthersford	513	0			500	0
79	Parkton	711	225			2,567	2,333
98	Peace	882	882			2,100	2,100
150	Pearsall Memorial	1,350	0				0
15	Philadelphus	135	0				0
51	Philippi	459	459				0
88	Pike-Rocky Point	792	0				0
153	Pineland	1,377	1,377				0
72	Pink Hill	648	432			4,200	2,800
24	Pleasantview - Albertson	216	49				250
25	Pleasantview - Laurinburg	225	216			1,625	1,625
179	Pocket	1,611	1,208				8,726
124	Pollocksville	1,116	1,116			11,507	8,630
20	Potts Memorial	180	180			500	500
29	Priest Hill	261	261			1,885	1,135
12	Providence	108	0				0
389	Raeford	3,501	0				0
60	Raven Rock	540	0				0
137	Red Springs	1,233	0				0
72	Reilly Road	648	432			4,625	3,084
35	Rex	315	300			1,000	1,000
110	Rios de Agua Viva	990	0				0
41	Rockfish	369	246			2,780	1,853
25	Rowland	225	225			1,500	1,125
68	Salem-Sanford	612	0			1,250	0
72	Sardis	648	648				0
21	Second - Elizabethtown	189	189			400	400
297	Shallotte	2,673	1,667				15,333
52	Sherwood	468	317				3,200
30	Shiloh	270	279			1,500	1,500
51	Silver Hill	459	0				0
50	Smith	450	0			3,500	0
279	Sneads Ferry	2,511	1,747			11,571	8,798
232	Southport	2,088	2,088			14,000	9,350
44	Southview	396	0			0	0
59	Spout Springs Memorial	531	531			3,000	3,000
182	St. Andrews	1,638	1,638			2,462	1,437
1,450	St. Andrews-Covenant	13,050	6,217				25,516
130	St. Pauls	1,170	527				668

**Presbytery of Coastal Carolina  
2015 Church Giving Report**

2013		100% to GA & Synod	Per Capita			Shared	Shared Mission
Church		Per Capita	Year-to-Date			Mission	Year-to-Date
Memb.	Church Name	Requested	Received			Pledge	Received
51	Stanford	459	0				0
44	Summerville	396	0				0
63	Sunnyside	567	567			2,000	1,650
9	Teachey	81	0			500	0
314	Topsail	2,826	1,375				4,000
43	Trinity - Havelock	387	194			2,795	1,398
127	Trinity - Laurinburg	1,143	604			7,020	4,667
54	Union	486	0			1,000	0
62	Vass	558	0				0
18	Vaughn Memorial	162	162			1,000	1,000
36	Village	324	0				500
334	Wallace	3,006	1,881				6,667
110	Warsaw	990	709				4,091
46	Wayside	414	276				0
445	West End	4,005	1,854				3,000
280	Westminster-Fayetteville	2,520	1,680				11,485
61	Westminster-Laurinburg	549	549				0
59	Westminster-Whiteville	531	507				3,832
105	Westminster-Wilmington	945	709			3,000	2,250
148	White Hill	1,332	682			7,235	3,618
24	White Plains	216	112			2,284	1,524
73	Wildwood	657	467			1,343	845
18	Williams Chapel	162	0			300	0
14	Wilson Chapel	126	126			910	910
151	Windermere	1,359	1,020			5,600	4,200
345	Winter Park	3,105	2,000				6,000
83	Woodburn	747	560				900
<b>26,627</b>	<b>Totals</b>	<b>239,643</b>	<b>123,209</b>			<b>352,315</b>	<b>493,597</b>
	Budgeted						905,000

1                                   **The Presbytery of Coastal Carolina**  
2                                   **Policy For Congregations Seeking To Separate From**  
3                                   **The Presbyterian Church (USA)**

4                                   (Approved & adopted at the 6/18/09 Stated Presbytery Meeting)  
5                                   (Edited 2/17/12 for conformity to *Book of Order* amendments)  
6                                   (This DRAFT edited and revised on 5/14/15 following  
7                                   the PJC rulings known as “Tom” and “McGee”)  
8                                   (Revised and Approved by Presbytery on June 11, 2015)  
9                                   (Edited by Revision Committee 8/25/15)  
10                                  (Recommended to October 10, 2015, Meeting of the Presbytery  
11                                  by the Mission Cabinet on September 10, 2015)

12                                   **Introductory Comment**

13                                  *There is one body and one spirit, just as you were called to the one hope of your calling,*  
14                                  *one Lord, one faith, one baptism, one God and Father of all,*  
15                                  *who is above all and through all and in all.” Ephesians 4:1-5*  
16

17                                  This policy addresses the process by which the Presbytery of Coastal Carolina and its member  
18 congregations face discernment regarding separation from the Presbyterian Church (USA). We have the  
19 difficult challenge to honor the shared witness of faith in Jesus Christ, even amongst differences of  
20 interpretation and practice. This policy strives to maintain integrity of denominational obligations of the  
21 Presbyterian Church (USA) while recognizing that some congregations find it difficult to continue their  
22 faithful witness to Jesus Christ as part of this denomination. Therefore, the policy intends to create a  
23 gracious path for congregations to reaffirm their connection with the denomination or to proceed with  
24 requesting dismissal from the denomination. The intent of the policy is to be a bridge, not a stumbling  
25 block, and to be fair, not punitive.

26                                  Dwelling in a divided world, we realize that separation is painful but sometimes necessary and  
27 healing. We pray that institutional separation does not destroy the unity of the greater church and our  
28 participation in it as brothers and sisters of Christ. We trust that all who participate in this process will be  
29 upheld in prayer through the strong and sure power of the Holy Spirit.

30 **I. Principles of Presbyterian Order**

- 31                                  A. “The Foundations of Presbyterian Polity” in the first part of the *Book of Order* are sufficient to  
32 guide the Presbyterian Church (USA) and the Presbytery of Coastal Carolina in any crisis if  
33 honored by all in the church including its officers and congregations. The Presbyterian Church  
34 (USA), the Presbytery of Coastal Carolina, and its particular churches are members of the Body  
35 of Christ. Faith-group affiliation does not alter such membership. Should a congregation, through  
36 the action of its session, express a desire to separate from the Presbyterian Church (USA), the  
37 Presbytery of Coastal Carolina under the guidance of the Holy Spirit shall maintain  
38 communications and a relationship in service of Our Lord to the extent possible. The Presbytery  
39 of Coastal Carolina does not intend to appeal to civil authorities to judge or decide its relationship  
40 and responsibilities with its member churches.

41                                  “The Foundations of Presbyterian Polity,” Part One of the *Book of Order*, is the recommended  
42 foundation for discussion.

43                                  Separation from the Presbyterian Church (USA) is a serious issue for the congregation and for the  
44 Presbytery of Coastal Carolina. Even if a congregation is dismissed to another Reformed body, it  
45 is the intent of the Presbytery of Coastal Carolina that the relationship not be permanently broken.  
46 In an effort to enable a proper discussion during the process, the following topics in Part One of  
47 the *Book of Order* are recommended for careful consideration.

- 48 1. **The Head of the Church.** All power in heaven and earth is given to Jesus Christ who calls  
49 the church into being and who gives his church its faith and life, its unity and mission, its  
50 officers and ordinances. (See F-1.02)
- 51 2. **The Great Ends of the Church.** The areas listed focus on the proper tasks and mission of a  
52 Presbyterian Church. These are “the proclamation of the gospel for the salvation of mankind;  
53 the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine  
54 worship; the preservation of the truth; the promotion of social righteousness; and the  
55 exhibition of the Kingdom of Heaven to the world.” (F-1.0304)
- 56 3. **The Historic Principles of Church Order.** The following are brief references to the  
57 concepts in this section that may be subject matter for any discussion.
- 58 a. (F-3.0101a, b) “God alone is Lord of the conscience, and hath left it free from the  
59 doctrines and commandments of Men...” “Therefore, we consider the rights of private  
60 judgment, in all matters that respect religion, as universal and unalienable: We do not  
61 even wish to see any religious constitution aided by civil power...”
- 62 b. (F-3.0104) “That truth is in order to goodness...” and its tendency is to promote holiness.  
63 “And that no opinion can either be more pernicious or more absurd than that which  
64 brings truth and falsehood upon a level, and represents it as of no consequence what a  
65 man’s opinions are....we are persuaded there an inseparable connection between faith  
66 and practice, truth and duty.”
- 67 c. (F-3.0105) “...we also believe that there are truths and forms with respect to which men  
68 of good characters and principles may differ. And in all these we think it the duty of both  
69 of private Christians and societies to exercise mutual forbearance toward each other.”
- 70 d. (F-3.0107) “That all Church power, whether exercised by the body in general or in the  
71 way of representation by delegated authority, is only ministerial and declaration; that is to  
72 say, that the Holy Scriptures are the only rule of faith and manners;...”
- 73 e. (F-3.0108) “Since ecclesiastical discipline must be purely moral or spiritual in its object  
74 and not attended with any civil effects, it can derive no force whatever but from its own  
75 justice, the approbation of an impartial public, and the countenance and blessing of the  
76 great Head of the Church Universal.”

#### 77 4. **The Principles of Presbyterian Government**

78 (F-3.02) “That the several different congregations of believers taken collectively constitute  
79 one Church of Christ, called emphatically the Church;” All parts of the Church are to be  
80 united and the majority shall govern with the minority having right of appeal but ultimately  
81 decisions are to be made “...by the collected wisdom and united voice of the whole Church.  
82 For these principles and this procedure, the example of the apostles and the practice of the  
83 primitive Church are considered authority.”

#### 84 5. **Historic Presbyterian Polity Regarding Property** Held in Trust as Expressed in the *Book of* 85 *Order*.

86 All property held by or for a congregation, a Presbytery, a synod, the General Assembly, or  
87 the Presbyterian Church (USA), whether legal title is lodged in a corporation, a trustee or  
88 trustees, or an unincorporated association, and whether the property is used in programs of a  
89 congregation or of a higher council or retained for the production of income, is held in trust  
90 nevertheless for the use and benefit of the Presbyterian Church (USA). (G-4.0203). Because  
91 the trust clause is a means of witness to our unity in the covenant of common mission, it is  
92 incumbent upon the Presbytery to exercise forbearance, not coercion, to act graciously rather  
93 than adversely to its member congregations in regard to its provisions. (See addendum.)

## 94 II. Principles of Resolution

95 In times of dispute over issues of conscience, the Presbytery will adhere to, and member churches are  
96 encouraged to adhere to, these Principles of Resolution. Guided by our Presbyterian form of  
97 government:

- 98 A. We affirm the mission of the Kingdom of God and not the maintenance of any particular  
99 institution as our highest calling;
- 100 B. We believe that the local congregation is the primary mission unit of Presbytery, and that issues  
101 of property and money are always secondary to people and mission;
- 102 C. We will not abdicate all decisions regarding property and finance to the local congregation;
- 103 D. We understand that property is maintained and administered locally by the congregation on  
104 behalf of the denomination;
- 105 E. We maintain accountability and connection by shared, representative leadership and oversight;
- 106 F. We understand that regarding issues of conscience, “Divorce” can be a relevant analogy in  
107 releasing congregations. Each side must confront difficult realities, confront what it perceives to  
108 be a broken trust, speak of those realities to each other, and be forced to consider the ongoing  
109 health and viability of the other;
- 110 G. While upholding the Constitution of the Presbyterian Church (USA), we will not approach  
111 property issues in such a way as to constrain local congregations in their ability to do mission and  
112 ministry;
- 113 H. We may use Pastoral Teams and Negotiating Teams as described in Section IV below instead of  
114 the use of an Administrative Commission, where appropriate;
- 115 I. We will encourage all presbyters and congregations to “concur with or passively submit to” (G-  
116 6.0108(b), footnote 1, the old *Book of Order*) concerning the vote and wisdom of the majority of  
117 the Presbytery. If their consciences will permit neither, the Presbytery will be generous in  
118 allowing congregations and presbyters with strong issues of conscience to pursue peaceable  
119 withdrawal, which will include dismissal to another Reformed body in accordance with the Trust  
120 Clause (see addendum);
- 121 J. Throughout this process, teaching and ruling elders, in accordance with their ordination vows,  
122 will “be governed by our church’s polity” and “abide by its discipline” (BOO W-4.4003 e);
- 123 K. The Presbytery, through the Pastoral Team, shall determine whether or not a viable continuing  
124 congregation committed to remaining as a part of the Presbyterian Church (USA) exists which  
125 may make use of the property, and if that should not be the case, what provisions have been made  
126 for the care of congregation members who will continue their membership in the Presbyterian  
127 Church (USA);
- 128 L. The intent of any dispute within the life of the church is to achieve reconciliation. The Presbytery  
129 of Coastal Carolina wishes to make clear our intention to seek that goal. We assure any  
130 congregation that should separate from us of our continuing prayers for them and willingness to  
131 welcome them back to that part of God’s family known as the Presbyterian Church (USA).

## 132 III. Principles of Negotiation

133 The Presbytery, through the process of negotiating issues of conscience and property with  
134 congregations, will act in such a manner that will reflect its primary concern for the ongoing mission  
135 and vitality of Christian witness in the area impacted by ministry of that congregation. Therefore:

- 136 A. The Presbytery recognizes that “the church” in a particular area is not its building or financial  
137 assets, but the people of the congregation;

- B. The Presbytery must be mindful both of congregation members who, for reasons of conscience, desire that their congregation be dismissed to another denomination, and also those congregation members who wish to remain within the Presbyterian Church (USA);
- C. The Presbytery must honor any legal restrictions or reversion clauses as well as historic covenants on the property;
- D. When there is a group that desires to remain within the Presbyterian Church (USA) and a group that desires to be dismissed to another Reformed body, the goal of any negotiations is that both congregations be as healthy as possible in the aftermath of separation;
- E. Specific requirements for dismissal are listed in **Section IV. D.** below;
- F. The financial settlement portion of a dismissal agreement between the Presbytery and a particular church will be used to maintain or re-establish a mission of the Presbyterian Church (USA) in that locale, for new church development elsewhere within the Presbytery, or for other mission work of the Presbytery as directed by the Presbytery.

#### 151 IV. **Processes for Resolution**

In the Presbyterian tradition, an inter-connected relationship is assumed between the Presbytery and its congregations. Our process is meant to ensure that the congregation is fully informed on the issues at hand, equipped with knowledge of this Presbytery's process, as well as the processes and values that have guided other congregations and presbyteries in their decision-making. Therefore, no congregation will be dismissed to another Reformed body unless and until, at a minimum, the following process is followed:

- A. If after prayer and study, the Session and its pastor/moderator by a majority vote decide that they have serious concerns about matters of conscience, they shall invite the Presbytery to form a Pastoral Team in order to engage the congregation in discussions about potential resolution of the issue(s) or dismissal of the congregation to another Reformed body.
- B. If a church decides to leave the Presbyterian Church (USA) without involvement of the Presbytery in the process, such action disregards the covenant relationship established by our partnership in the gospel as members of the PCUSA.
- C. When the leadership of the Presbytery becomes aware, either through formal session action or discussion, or through informal contacts with congregational leaders or members, that a significant number of members in a congregation are in serious disagreement with the denomination to the extent of considering leaving the Presbyterian Church (USA), the Presbytery may respond with any of the following actions:
  - 1. The Committee on Ministry may appoint a Pastoral Team to begin work with the session and congregation in order to fulfill the covenantal intent established in the current guidelines for mutual discernment;
  - 2. If the Presbytery determines that the actions taken by a session and congregation are in serious violation of the covenantal intent of these guidelines, the Presbytery may appoint an Administrative Commission to work with the session and congregation. The Administrative Commission will be given powers in accordance with those authorized by the *Book of Order* (G-3.0109.b.5, G-3.0303.e, D-3.0101.b). Specific approval of Presbytery is required before the Administrative Commission dissolves a pastoral relationship. (*Book of Order*, G-3.0109.b.5)
- D. **The Pastoral Team:** Assignment of Members, and Preliminary Responsibilities with the Session.
  - 1. The Pastoral Team will be appointed by the Committee on Ministry and specifically trained by the Presbytery in their tasks.



2. The session will be required to submit an active membership roll to the Pastoral Team that is based on the number of active members reported in the previous year's statistical report to the General Assembly.
3. The Pastoral Team will meet with the session and pastor(s), with a member of the Pastoral Team acting as moderator. The first action in that initial meeting will be to agree to the Principles of Negotiation listed in **Section III** above.
4. The Pastoral Team and the session and the pastoral staff will be encouraged to seek ongoing dialog in the hope of resolution.
5. The Pastoral Team will not determine the merits of the concerns raised by the session, but will work to assure that before the issues are brought before the congregation, they have been addressed fairly and accurately.
6. The Pastoral Team will promptly report the results of the initial meeting and its recommendations to the Committee on Ministry through its Chairperson.
7. The Pastoral Team will hold a series of conversations with the session and with members of the congregation in small group affording to all persons affected fair notice and an opportunity to be heard. (*Book of Order*, G-3.0109)
8. The Pastoral Team will respond in written form and/or in a town hall gathering(s) to the questions and issues raised in the small group conversations.
9. If the Pastoral Team discerns that a large majority of the congregation desires to seek dismissal to another reformed body they shall ask the Mission Cabinet to appoint a Negotiating Team, including as many members of the Pastoral Team as possible, to work out terms for dismissal.
10. If representatives from other Reformed denominations are invited by the Session to address the congregation, a representative from Presbytery shall be present as well, and shall be given an opportunity to speak.

#### E. **The Negotiating Team**

1. The Negotiating Team will meet with representatives of the church appointed by the session to discuss terms of dismissal.
2. In compliance with the latest decision of the Permanent Judicial Commission of the General Assembly concerning the disposition of church property, a certified appraisal of the real property (land and buildings) is required.
  - a. The church shall be responsible for the cost of the appraisal.
  - b. If the Presbytery determines that the church has received an appraisal for the real property (land and buildings) that is unreasonably low, the Presbytery will also receive a certified appraisal at cost to the Presbytery, and the average of the two appraisals will be used to determine the property value.
  - c. An agreed-upon alternative between the Negotiating Team and the session may be sought in order to establish a valid appraisal value of the property.
  - d. Any negotiation shall reflect the presbytery's desire for a gracious separation that acknowledges the congregation's ministry and mission to the presbytery in the past and seeks to bless and pray for the congregation's future ministry while also providing for the future ministry of the presbytery.
  - e. Any loans or other financial obligations to the Presbytery of Coastal Carolina or any Presbyterian Church (USA)-related group must be paid in full.

- 227 f. The name of a dismissed congregation may not be entirely identical to the name of the  
228 former PCUSA congregation. New signage and all communications (e.g. website,  
229 Facebook, brochures, newspaper information) must reflect the new name.
- 230 3. In accord with the *Book of Order* G-3.0107, all session and congregational minutes,  
231 congregational registers, and any other ecclesiastical records of the congregation through the  
232 date of dismissal from the PC(USA) shall be deposited with the Stated Clerk of the  
233 Presbytery of Coastal Carolina. In lieu of original documents, copies of the documents may  
234 be given to the Stated Clerk, who will transfer them to the Presbyterian Historical Society for  
235 permanent safekeeping.
- 236 4. The ecclesiastical status of all members of the departing congregation who are currently  
237 commissioned ruling elders, inquirers or candidates for ministry must be confirmed prior to  
238 dismissal.
- 239 5. **Teaching Elders** (Ministers of Word and Sacrament) If a congregation is dismissed by the  
240 Presbytery, one of the paramount concerns of this process is to ensure that the rights and  
241 status of teaching elder members are considered and handled properly.
- 242 a. Teaching elders may request transfer to the Reformed body to which the congregation is  
243 requesting dismissal. Transfers may be requested concurrently with the congregation's  
244 request.
- 245 b. Transfers to another Reformed body will normally be approved, unless the teaching elder  
246 member is the subject of any pending judicial or investigative action. Members under  
247 discipline of the Presbytery may not be transferred until the administrative process is  
248 complete and any required remedial actions completed. At that point the transfer may be  
249 completed, but a record of the Investigative Committee or Permanent Judicial  
250 Commission must be transmitted to the other body prior to the transfer being requested so  
251 proper disclosure on any issue can occur.
- 252 c. If the pastor(s) currently serving the departing congregation do not wish to be dismissed  
253 from the Presbyterian Church (USA), their relationship with the departing congregation  
254 will be dissolved by the Presbytery upon dismissal of the congregation or at such a time  
255 when the Committee on Ministry determines that the pastoral relationship is no longer  
256 tenable, whichever comes first. The congregation will pay to the Presbytery, in advance,  
257 the amount equal to six months of salary, housing, and Board of Pensions benefits, which  
258 will be administered to the pastor(s) over the six months following the dissolution of the  
259 pastoral relationship.
- 260 d. The presbytery shall vote separately on the dismissal of each teaching elder.
- 261 6. **Sessions** – The following items need to be considered by the Negotiating Team as they work  
262 with sessions and congregations seeking dismissal to another Reformed Body.
- 263 a. The missional concerns of the Presbytery and the PC(USA) for ministry in the area.
- 264 b. The spiritual needs of members of the congregation (especially those who wish to remain  
265 part of the PC(USA)).
- 266 c. A full assessment of the financial situation of the congregation including the possession  
267 of sufficient resources to maintain the buildings, grounds and ministry. (This information  
268 shall be shared with the Presbytery when it is asked to act on the dismissal of the  
269 congregation.)
- 270 d. The covenantal nature of our life together as PC(USA).
- 271 e. Any special circumstances that might apply in this particular case.

f. Any dates for the completion of mutual obligations shall be spelled out in the final agreement reached.

7. **Confirming the Congregation's Will** – At the conclusion of negotiations, it will be necessary for the Presbytery to confirm the congregation's desire to be dismissed to the specified Reformed body and upon the terms worked out with the session; to ascertain the congregation's unity in that decision; and to ensure that the interests of those members wishing to stay within the PC(USA) have been fully considered. The Presbytery will gauge that validation through a consultative meeting and an "informational" vote of the congregation. This is an integral part of the requirement for the Presbytery to consult with a congregation in such matters (G-3.0301.a). At least two-thirds of the current active membership shall attend the meeting in order for a vote to be taken. An affirmative vote of at least 75 percent (75%) of those present and voting is required to concur in the Session's request that the Presbytery dismiss the congregation to another Reformed body. This vote shall be taken by secret ballot.

This validation meeting will be called by the Presbytery through the Pastoral Team and members must be notified of the meeting at the congregation's expense at least two full weeks before the meeting. The Presbytery (through the Pastoral Team) shall also arrange for the moderator of such a meeting.

The following steps shall be observed in any congregational gathering:

- a. Forty-five days prior to the congregational vote on the issue a list of the active members of the church shall be provided to the Pastoral Committee.
  - b. Five days before the congregational vote, any changes to the active membership shall be provided to the Pastoral Committee.
  - c. Whether or not a member voted to separate from the Presbyterian Church (USA) shall not be recorded but each member voting shall sign a roll provided by the Pastoral Committee for the sole purpose of verifying that only active members of the church voted.
  - d. Request for dismissal from the Presbyterian Church (USA) to an approved Reformed denomination shall be voted on together with the terms arrived at through the negotiation process. *No amendments to these terms is allowed.* In the case of a negative vote by the congregation, continued dialogue will be sought.
8. The Presbytery, at a regular or specially called meeting, will vote on whether to accept the terms of dismissal and to allow the congregation to be dismissed to a specified Reformed body according to G-3.0303 b of the *Book of Order* of the Presbyterian Church (USA). *No amendments shall be allowed to the terms as presented.* In the case of a negative vote of Presbytery, continued dialogue will be sought.
9. If the Presbytery concurs with the request of the session and the will of the congregation as expressed in the validation meeting (section 10 above) then the Moderator will lead the Presbytery in a period of worship of Almighty God and thanksgiving for the witness and ministry of the departing congregation. The departing congregation may also invite representatives of the Presbytery to share in a service of worship organized by the congregation.
10. Within 30 days of the Presbytery's vote approving dismissal of the congregation or members thereof to another Reformed body, the Presbytery will prepare a letter to members of the congregation informing them of their option to be dismissed with the congregation or to remain in the Presbyterian Church (USA). The congregation will mail the letter to all active members promptly and will bear all costs associated with this mailing. The letter will direct that responses are to be returned to the Presbytery of Coastal Carolina. The Presbytery will then ensure that contact is made with those members wishing to remain in the Presbyterian

320 Church (USA) and that they are assisted in joining a new congregation of their choice, if  
321 there is to be no continuing Presbyterian Church (USA) congregation.

## 322 **V. Adoption of This Policy**

323 Since this policy specifies that the terms of dismissal are not open to amendment by either the  
324 congregation or the Presbytery (see sections IV.D.10.d. and IV.D.11 above) when they meet to  
325 approve them, this is a limit on the usual right of members to offer amendments. For that reason, this  
326 policy must be adopted by a two-thirds majority of members present and voting at the Presbytery  
327 meeting where this policy is presented.

## 328 **Addendum**

329 The Trust Clause reflects the church's organic unity as it fulfills "The Great Ends of the Church,"  
330 strengthening its ability to guide its member congregations into their witness to the broader community.  
331 "Unity is God's gift to the Church in Jesus Christ. Just as God is one God and Jesus Christ is our one  
332 Savior, so the Church is one because it belongs to its one Lord, Jesus Christ." (F-1.0302a) We believe our  
333 unity and our true connection comes from Christ, our Chief Cornerstone, and that our unity in Christ  
334 serves as an essential basis for evangelism. (John 17:20-23) It is our prayer that we would all be one in  
335 Christ, just as Christ and the Father are one.

336 Under the Trust Clause, a congregation's property, including land, buildings, and fixtures, is held in trust  
337 for the Presbyterian Church (USA). Generally speaking, a congregation cannot sell, lease, or encumber  
338 real property without the permission of Presbytery. A congregation may not take property with it to  
339 another denomination unless Presbytery voluntarily releases its beneficial interest in the property. The  
340 fact that a congregation may have exercised its limited right, created at the time of reunion, to be exempt  
341 from the requirement of Presbytery approval of certain property transactions (G-4.0208) does not affect or  
342 supersede the general polity of the church that all property of a congregation is held in trust, as set out  
343 above, and does not create the right for a congregation to be dismissed from the Presbyterian Church  
344 (USA) and retain its property.

- 345 1. The Trust Clause also reflects our understanding of the church as a communion of saints across time,  
346 with responsibilities not only to those within the congregation today, but also to those who came  
347 before and, maybe even more importantly, to those who will follow. When a congregation seeks to  
348 leave the Presbytery, it is breaking what is often a significant historic relationship spanning centuries  
349 in some instances; it is also departing from a fellowship in which its officers have freely and joyously  
350 participated, by whose polity they all solemnly vowed to be governed (W-4.4000), and with which  
351 many members may feel bonds of devotion and affection. This policy therefore cautions any  
352 congregation seeking to separate from the Presbytery to consider its actions carefully.
- 353 2. The Trust Clause should not be used as a weapon to threaten civil action against a congregation. In  
354 considering enforcement of the provisions of the Trust Clause, it is important that Presbytery and its  
355 member congregations act with grace rather than as adversaries. Scripture calls us to seek in all  
356 humility to resolve our disagreements and avoid the harm that is done to the Gospel and Christ's body  
357 when Christians resort to civil litigation and public disputes over property.
- 358 3. The Trust Clause should not be used to bind congregations to the institution of the Presbyterian  
359 Church (USA) if a congregation genuinely desires to depart over matters of conscience. At the same  
360 time, matters of conscience may not be asserted to contradict or nullify the general, historic polity of  
361 the Church that all property of a congregation is held in trust, as set out above.
- 362 4. Presbytery will not preemptively initiate civil litigation based on the Trust Clause. If a congregation  
363 initiates civil action, the presbytery may take legal action to defend its mission strategy for the  
364 presbytery and the interests of the whole Church.

5. Footnote – Principles of Resolution, I.

G-6.0108(b), footnote 1:

Very early in the history of the Presbyterian Church in the United States of America, even before the General Assembly was established, the plan of reunion of the Synod of New York and Philadelphia contained the following sentences: “That when any matter is determined by a major vote, every member shall either actively concur with or passively submit to such determination; or if his conscience permit him to do neither, he shall, after sufficient liberty modestly to reason and remonstrate, peaceably withdraw from our communion without attempting to make any schism. Provided always that this shall be understood to extend only to such determination as the body shall judge indispensable in doctrine or Presbyterian government.” Historical Digest (P) p. 1310.) (*Plan of Union of 1758*, paragraph II.)

[End of Policy]

Presbytery of Coastal Carolina  
**Committee for Revitalization and Transformation**

Report to Presbytery  
October 10, 2015

**Information:**

The Chris Walker workshops on Evangelism were helpful and well attended! The workshops in Jacksonville and Sanford brought in a total of 100 people to learn more ways to share their faith authentically. It was exciting to see handfuls of non-Presbyterians participate in learning and sharing ideas since we advertised it in local papers, welcoming all.

CCRT will hold the next Revitalization Retreat on January 28-29<sup>th</sup> at Camp Monroe with guest speaker Rev. Dr. Jerry Canon from C.N. Jenkins Memorial Presbyterian Church in Charlotte.

George and Beverly Thompson are beginning a new *Community of Practice* with Jonesboro, Sanford, Graves Memorial, Clinton and Sherwood in Gray's Creek.

The Thompsons have also started a new initiative called *Good to Great*, which is a one-day workshop designed for congregations that are larger and doing fairly well, but seek to learn what might take them from being "good" to being "great."

Presbytery of Coastal Carolina  
**Committee for Stewardship Development**

Report to Presbytery  
October 10, 2015

**Informational:**

The committee has researched the top donors of the Presbytery. They have made phone calls to say thank you and inquire about reasons they give and how to challenge others to give.

Top10 Overall givers to Presbytery Shared Mission Support

Brownson Memorial Highland St. Andrews-Covenant First - Wilmington Bethesda	Graves Memorial Laurinburg Shallotte Westminster-Fayetteville First – Lumberton
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Top10 givers per member to Presbytery Shared Mission Support

Centre Harper Southerland Westminster-Whiteville White Plains Acme	Faith Pollocksville Sherwood Cape Fear-Lillington Cameron
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Presbytery of Coastal Carolina  
**Committee on Nominations and Volunteers**  
Report to Presbytery – October 10, 2015

The following persons have been nominated to the 2016 General Assembly. These persons will be elected at the October 11, 2015, meeting and nominations from the floor can be made at that time. Persons nominated from the floor must have indicated their willingness to fulfill the requirements of a commissioner by submitting a filled out application form to the Stated Clerk by the start of business at the October 11<sup>th</sup> meeting. The application form can be found on the Presbytery Website.

The Presbytery of Coastal Carolina is authorized to send 4 teaching elders (ministers) and 4 ruling elders for a total of 8 commissioners. In addition we are authorized to send one Young Adult Advisory Delegate. According to our Guidelines the alternates will *ordinarily* serve as commissioners to the following General Assembly.

Your Nominating Committee places the following persons in nomination as commissioners to the 2016 General Assembly to be held July 18 through 25 in Portland, WA.

**East Community**

**Teaching Elders** (8 Applicants)

John N. Causey – *Commissioner* (Shallotte)  
William T. Young – *Alternate* (Sneads Ferry)

**Ruling Elders** (2 Applicants)

Mebane Boyd – *Commissioner* (Winter Park)  
Curt Simpson – *Alternate* (Wallace)

**Central Community**

**Teaching Elders** (3 Applicants)

John Bryan, II – *Commissioner* (MAL)  
Steuart Link – *Alternate* (Mission Coord.)

**Ruling Elders** (4 Applicants)

Rosia Freeman – *Commissioner* (Haymount)  
William P. Pope, III – *Alternate* (1<sup>st</sup>. Whiteville)

**West Community**

**Teaching Elders** (1 Applicant)

Laura Lupton – *Commissioner* (Miss. Coord.)  
\_\_\_\_\_ – *Alternate*

**Ruling Elders** (3 Applicants)

Naomi Newton – *Commissioner* (Silver Hill)  
John Baker, III – *Alternate* (First Carthage)

**At Large**

**Teaching Elders**

LaVera Parato – *Commissioner*  
David McDonald – *Alternate*

**Ruling Elders**

William Millar – *Commissioner* (Saint Pauls)  
Cheryl Priest Batten – *Alternate* (White Plains)

**Young Adult Advisory Delegate**

Alex Fischer – Westminster Church Fayetteville



Presbytery of Coastal Carolina  
**Committee for Missions and Outreach**  
Report to Presbytery  
October 10, 2015

**Information:**

**1. Campus Ministry in Wilmington**

The Committee for Mission and Outreach is proud to announce the re-launch of Campus Ministry at UNCW and Cape Fear Community College with Rev. Whitney Fauntleroy serving as part time campus minister. If you have students at either of these institutions, please refer their names to Whitney at Chestnut Street Presbyterian Church. To support this ministry, contact Rev. Kathy Beach at First Presbyterian Church of Wilmington.

**2. Mexico Partnership**

*We are pleased to have with us today members of the El Presbiterio del Golfo de México who will sign the Partnership Agreement with the Presbytery of Coastal Carolina.*

**Partnership Between El Presbiterio del Golfo de México  
and the Presbytery of Coastal Carolina**

As part of God's Church on earth as given to us by Jesus Christ, the Son of God, and electing to be faithful to that Church as part of the Reformed Tradition as it finds expression in la Iglesia Presbiteriana de México and the Presbyterian Church (USA), we, el Presbiterio de Golfo de México and the Presbytery of Coastal Carolina, do believe:

**Our Mutual Faith**

We believe that Christ has called the Church into being, giving it all that is necessary for its mission in the world;

We believe that we are called to be the living expression of the unity of Christ's Church that is beyond any human boundaries;

We believe that as we learn more about each other, our lives, and our churches, we will also know more about how God is at work in many different ways around the world;

We believe that as we listen to each other, God will speak to us in new ways and together we can grow spiritually;

We believe that as we do mission activities together, we will witness to those without Christ about God's great love that crosses all national, political, cultural, and economic boundaries;

We believe that by working together as partners our ability to witness to the Gospel of Jesus Christ will be enriched and our church-to-church partnerships will be strengthened.

### **Our Covenant**

In mutual agreement with what we believe, we the Presbytery of Coastal Carolina and el Presbiterio del Golfo de México do covenant:

- To pray for one another,
- To maintain an open and sincere dialogue between our two presbyteries,
- To learn from each other,
- To work with each other,
- To maintain the unity among both presbyteries,
- To witness to God's reconciling work of love with each other.

### **Our Hope**

Trusting in the grace of our Lord Jesus Christ, we hope that this partnership will:

- Strengthen Latino ministry in southeastern North Carolina,
- Focus the mission education of churches in both our presbyteries toward shared goals,
- Facilitate collaboration **with** people in other countries rather than doing mission **for** them,
- Encourage members and churches to share faith, learn about each other's mission, and become involved in this mission.

### **Our Pledge**

In order to achieve these hopes we pledge to:

- Enter into an indefinite partnership with a complete review every five years,
- Promote this relationship to the congregations of each of our presbyteries,
- Encourage our members to learn each other's language.

### **Adoption**

This Covenant was revised by our respective representatives on January 13, 2015, and was adopted by our respective presbyteries on the following dates:

Presbytery of Coastal Carolina  
June 11, 2015

Presbiterio del Golfo de México  
July, 2015

Presbytery of Coastal Carolina  
**Committee on Preparation for Ministry**  
Report to Presbytery  
October 10, 2015

**Action Item:**

1. To approve Inquirer Brett Johnson as a Candidate for Ordination  
Home Church: First Presbyterian/Fayetteville,  
Seminary: Union Presbyterian Seminary in Charlotte

Presbytery of Coastal Carolina  
**Committee on Ministry**  
Report to Presbytery  
October 10, 2015

**Action Items:**

**A. Reception of New Ministers**

1. Michael W. Garrett of the Greater Atlanta Presbytery [72-73]
2. John C. Hage of the Charleston Atlantic Presbytery [74-75]
3. John R. Pflug, Jr. the Grace Presbytery [76-77]
4. Marie Cone of New Hope Presbytery [78-79]

**B. Examination of Candidate**

1. That Candidate, Joanna Hipp, under our care be admitted to the floor for examination for ordination at Cameron Presbyterian Church on October 11, 2015 at 4:00 PM with the following commission:

Teaching Elders: Jim Ewing, Whitney Wilkinson, Ed Boyce

Ruling Elders: Cathy McRae, Teresa Page

*Faith and Bio Statements [80-81 ]*

**C. Dismissal of Investigative Commission for Red Springs and Appointment of an Administrative Commission**

**D. Shiloh Presbyterian Church requests wavier of rotation of elders (G-2.0404) due to low membership.**

**E. Recommend to Presbytery the chartering of The Bridge in early 2016 and appointing an Administrative Commission to act on behalf of the Presbytery to charter The Bridge**

**Consent Agenda:**

**A. Rev. Michael Garrett**

1. Recommend the following terms of call of First Presbyterian Church, Fayetteville, NC to Rev. Michael Garrett as Interim Associate Pastor:

Salary	\$40,000
Housing Allowance	\$39,000
SECA	\$ 4,500
BOP	\$28,835
Professional Reimbursements	\$ 9,400

Moving Costs \$ 5,000

Additional benefits as stated in PCC 2015 Minimum Terms of Call

B. Rev. John Hage

1. Recommend the following terms of call of Brownson Memorial Presbyterian Southern Pines, NC to Rev. John C. Hage as Pastor:

Salary	\$66,000
Housing Allowance	\$44,000
BOP	\$40,150
SECA	\$ 8,415
Professional Reimbursements	\$ 6,000

Additional benefits as stated in PCC 2015 Minimum Terms of Call

2. Recommend the following commission be approved to install Rev. John C. Hage as Pastor at Brownson Memorial Presbyterian Church on October 10, 2015 at 4:00 PM.  
Teaching Elders: Ernie Thompson, Karen Allen  
Ruling Elders: John Cates, Charles Harrison, Marvin Hage

C. Rev. John R. Pflug, Jr.

1. Recommend the following terms of call of Windermere Presbyterian Church to Rev. John R. Pflug, Jr. as Pastor:

Salary	\$55,000
Housing Allowance (part of Salary)	\$
SECA	\$ 4,207
BOP	\$20,075
Professional Reimbursements	\$ 3,000

Additional benefits as stated in PCC 2015 Minimum Terms of Call

2. Recommend the following commission be approved to install Rev. John R. Pflug, Jr. as Pastor at Windermere Presbyterian Church on October 18, 2015 at 4:30 PM

Teaching Elders: Bill Young, Whitney Fauntleroy, David Augustus,  
Nancy Gladden  
Ruling Elders: Ron Stott, Matlynn Yeoman, Sue Lowry

D. Rev. Marie Cone

1. Recommend the following terms of call of First Jacksonville Presbyterian Church to Rev. Marie Cone as Interim Pastor:

Salary	\$32,000
Housing Allowance	\$30,000
BOP	\$22,630
SECA	\$ 4,743
Professional Reimbursements	\$ 3,000
Moving Costs by Licensed Carrier, not to exceed	\$ 2,500

Additional benefits as stated in PCC 2015 Minimum Terms of Call

E. Rev. Thomas Burleson

1. Recommend the following terms of call of Highland Presbyterian Church to Rev. Dr. Thomas Burleson as Interim Pastor:

Salary	\$62,000
Housing Allowance	\$23,000
BOP	\$31,025
Retirement Savings	\$ 6,503

Additional benefits as stated in PCC 2015 Minimum Terms of Call

*Faith and Bio Statements [82-83]*

### **Consent Agenda for Presbytery:**

Approval of Pastoral Relationships

1. Rev. John Pflug as Pastor at Windermere on or about September 20, 2015
2. Rev. Philip Siebbeles, TS, at Rockfish through 12-31-15
3. Mark Houston, CRE, and Hallsville through 12-31-18
4. Rev. Marie Cone as Interim Pastor at First, Jacksonville beginning 9/16/15
5. Revs. George and Beverly Thompson as Co-Interims at First Whiteville  
9-15-15 – 9-14-16
6. Annelle Waldron, CRE, and Peace through 12-31-16
7. Rev. Thomas Burleson, Interim, at Highland effective 11-9-15
8. Rev. Gene Miller, SS, at Philadelphus, 9-1-15 to 12-31-15
9. Rev. John Hage, Pastor, and Brownson Memorial moving to field August 17, 2015
10. Rev. Richard Hodges, TS, and Pleasant View through 12-31-15
11. Rev. Mike McGehee, Interim, and Raeford through 12-31-16
12. Rev. T. Austin Reason, TS, at Cameron Hill, 8-1-15 – 12-31-15
13. Rev. Dawn Stoker, Interim, and Lillington, 10-1-15 – 9-30-16

14. Ronald Holmes, CRE, and Manly, 4-1-15 – 4-1-18

Moderators:

1. Rev. LaVera Parato at Pineland
2. COI Chair or designate at Red Springs
3. Rev. Steuart Link at Lake Waccamaw
4. Rev. Deck Guess at West End
5. Rev. Laura Lupton at Cameron Hill through 12-31-15
6. Rev. Jim Johns at Oak Grove

Honorable Retirement:

1. Rev. J. Ernest Johnson on September 30, 2015
2. Rev. Herbert Young on August 31, 2015
3. Rev. Mammie Wilson-Hooker on December 31, 2015

Dismissal:

1. Rev. Cynthia Williams dismissed to the Charlotte Presbytery
2. Rev. Andy Smith to the Presbytery of the Palisades

Supply List:

1. Rev. Eva Ruth, PC(USA), permission to labor within our bounds with sacramental privileges
2. Rev. Debra Patterson, AME Zion
3. Ruling Elder Helane Church, QRE

Dissolution of Relationships:

1. Rev. Larry Lyon and West End effective 6/30/15
2. James Smith, CRE, and Montpelier effective 9-30-15
3. Revs. George and Beverly Thompson and Red Springs effective 9-30-15
4. Rev. Andy Smith and Clarkton effective 10-10-15

PNC Formation:

1. First Dunn
2. Bethesda

**The reports of the following commissions** were found in order and they were dismissed with our thanks:

- a) Richard Henry “Hank” Bellomy, III was ordained at McPherson Presbyterian Church, Fayetteville, NC on Sunday, June 14 at 4:00 PM: Teaching Elders: James Randall, Rogers Randall, Steuart Link, Ruling Elders: Coleen Athey, Brenda Harrell, Barney Treneman
- b) Richard Henry “Hank” Bellomy, III was installed at Beulaville Presbyterian Church on Sunday, June 28 at 4:00 PM: Teaching Elders: William T. Reinhold, Emile Harley, James Randall, Ruling Elders: Dory Anderson, Johnny Williams, Sue Lowery

## **Statement of Faith**

**Michael W. Garrett**

I believe the Christian faith tells the truest story of this world. It is best seen as a play with four acts, the last yet to be finished: Creation, Fall, Redemption, and Re-creation.

I believe in the Trinitarian God, who in love created all that is, declaring it good. We were created to shepherd God's world, delight in its abundance, and live in relationship with a God whose image is stamped on every aspect of our being. For reasons beyond our comprehension but resident in our hearts, men and women violated this relationship, falling into a fundamental pride called sin which separates us from God. This separation has left us in conflict not only with our God, but with God's creation, and each other. The good image of God in us has not been destroyed, but has been defaced. We are often good by God's grace, often guilty by our own hand, and often hurt by the guilty hands of others.

At the same time, the story of our fall is the beginning of our redemption. The God who created us has a missionary heart and from the earliest times – especially through Abraham, the patriarchs and matriarchs, and the covenant people Israel – has sought to redeem the world and its peoples. God's mighty acts in history, prophetic Word, and promise of a new heaven and a new earth reveal God's intent and goal. In the fullness of time God the Father spoke redemption in a new and definitive way through the sending of God the Son. (Hebrews 1:1-2) Through Jesus the Son the missionary heart of God is revealed in the Word made flesh. Jesus came to us announcing the coming of the Kingdom of God, inviting men and women to repent and believe, and enter into the salvation of God in this world and the world to come.

I affirm Jesus Christ as the unique Son of God, fully God and fully human. The Scriptures of the Old and New Testament find their center in him and are fully authoritative and inspired in their witness. Jesus lived for us that we may learn the way of disciples. Jesus died for us on the cross that the power of sin in creation and our lives may be broken. Jesus rose for us, his resurrected body validating God's power to forgive and redeem this world. In the risen Christ the outlines of our final hope appear. Not a disembodied life in an immaterial heaven, but a new body fully able to love and serve the Lord in a new heaven and new earth.

The final unfinished act, re-creation, begins with the missionary Son sending God the Holy Spirit to be resident in our lives and be the agent of God's transforming power in the world. Through the Spirit, men and women are called to the church to become a community of faith, discipleship, and worship. In the power of the Pentecost Spirit we too are called to do the mission of Jesus Christ in the world, not in our strength, but in his. In power of the Spirit we hope in the day glimpsed by the Apostle John in which he saw a new heaven and a new earth. One over which God's benediction will be spoken, "Behold I am making everything new!" (Rev. 21:5)



## **Dr. Michael W. Garrett**

### **Biographical Sketch**

I grew up in Richmond, Virginia with my mother, father, and sister. My introduction to the church was in junior high school through an invitation to the local Presbyterian church youth group, delivered by the cute girl at the end of the block. I was confirmed and baptized not long after that, and have continued in relationship with Presbyterian Church since that time.

I was also nurtured in the faith through parachurch ministries in my high school and college years such as Young Life and Intervarsity Christian Fellowship. The practices of discipleship I learned through these organizations have deeply influenced my model of ministry in the decades since.

My sense of call to pastoral ministry emerged at the end of my college years. A combination of personal experiences, encouragement from friends, and conversation with several pastors led me to apply to seminary. I graduated from Union Theological Seminary in Virginia in 1987 with an M.Div.

My wife, Marcia and I met during the post- college and early seminary years and were married in 1984. Marcia was a real estate agent for a number of years and is now pursuing a new direction. We have two children. Our oldest is Tricia who is getting a graduate counseling degree and is married to a Presbyterian pastor who recently began his first call near Long Island, New York. Our younger son Baxter lives in Orlando, works in the entertainment division of Walt Disney World, and is moving through a college a bit at a time.

I was ordained as an Associate Pastor in 1987 and began my called ministry at the First Presbyterian Church of Danville, VA. Approximately 5 years later I knew I wished to do a ministry more aligned with outreach and was called as Associate Pastor to the North Avenue Presbyterian Church in Atlanta, GA. Much to everyone's shock, the Senior Pastor died a year and half after my arrival because of a long battle with cancer. I was named the Acting Head of Staff and became the primary preacher in this urban church of about 900 members. After I held this position for more than two years the church called a new Senior Pastor. Within a year it became clear that the time had come for me to pursue another call.

In 1998 I became the Senior Pastor at Corona Presbyterian Church, an urban congregation of 300 members in Denver, Colorado. I served there for 7 years. Corona was a difficult congregation to lead and both my wife and I wished for our children to grow up closer to family on the east coast. In 2004 the Westminster Presbyterian Church, a 600 member congregation, called me to become their Senior Pastor. I have recently completed ten years of ministry at Westminster.

Key moments in my growth as pastor include receiving in 2002 a D.Min. in Missional Theology through Columbia Theological Seminary. I also received the Lilly Endowment Clergy Renewal Grant in 2012 which allowed me to experience and study ancient and living Celtic Christianity in Ireland and its unique melding of both deep spiritual formation and robust mission outreach among non-Christian peoples. In 2012 I completed 25 years of ordained ministry.

Once again I sense the time has come to pursue a new call. I've never assumed pastoral ministry was a lifetime calling but each time the door has opened to another place of congregational leadership and service. It is this journey that brings me to where I am today.

## **Statement of Faith**

### **Rev. John C. Hage**

In all eternity the triune God exists and loves as Father, Son, and Holy Spirit.

I believe in God the Father, the sovereign Creator of the world. God created every human being, male and female of every race, equally in God's image. God created us to live and love in freedom, to regard others before ourselves, and to live in community. As God's creatures, human beings were given the gift of life and love but we rebelled against God. Because of our rebellion, God sent his Son Jesus Christ.

I believe in the life, death, and resurrection of Jesus Christ. Jesus Christ was both human, and divine. Christ lived among us as the faithful witness of the transformative and limitless love of the triune God. Jesus Christ manifested and proclaimed the reign and love of God, was crucified and suffered the extreme depths of human pain by freely sacrificing his life. He did this in order that we may be redeemed and given new and eternal life in return because of his resurrection. As a result of belief in Jesus Christ and his resurrection, human beings are delivered from the powers of sin, evil, and death.

I believe in God the Holy Spirit, who is the advocate, comforter, sustainer, and sanctifier who has been promised to us until Christ's return. The same Spirit that is revealed through Holy Scripture claims us through confession of faith and Baptism and empowers us to live upright, consistent, and joyful lives in gratitude and service.

I believe that our lives are governed by the Holy Spirit through the engagement and proclamation of Scripture. Scripture is the unique and authoritative witness to the revelation of God.

I believe that there are two sacraments: Baptism and the Lord's Supper. Both of these sacraments are visible signs of God's invisible grace. I believe that in Baptism we are united to Christ's death and resurrection. Through Christ's death and resurrection, we are promised new life because our sins are forgiven and we are made clean. I believe in infant baptism because it witnesses to the truth that God's love and grace claims people before they are able to respond in faith. As a forgiven people, Baptism calls us to be a community which is formed by the Holy Spirit to love, support, and teach each other.

I believe in the Lord's Supper which seals and confirms Christ's promise to us that we are unified with Him in his death and resurrection. During the Lord's Supper, the Holy Spirit unites us with Jesus Christ whose body is in heaven. In the Lord's Supper we remember Christ and the sacrifice He made for us and we are united to each other as the communion of saints both past and present. It is as a community during the Lord's Supper that we also reaffirm the covenant between God and his people. We feel his presence while partaking in the elements, and we look forward to our glorious future with the Lord.

## **Biography**

### **Rev. John C. Hage**

John Hage is an ordained teaching elder in the PCUSA with over 10 years of experience working at some of the largest churches in the PCUSA.

John graduated cum laude with a B.A. in political science with a minor in Spanish at Wake Forest University in Winston-Salem, N.C. John brings a wealth of international experience as he has studied in Quito, Ecuador as well as Salamanca, Spain. He has also done mission work in Honduras, Guatemala, Nicaragua, Mexico, Kenya and Brazil as well as in New Orleans, Indianapolis, and Durham.

After college John worked in business as a consultant in financial services and web development for Accenture and iXL in Charlotte, NC. During this valuable and productive time in business he felt a call to go to seminary and attended Princeton Theological Seminary in Princeton, NJ earning his M.Div. in the spring of 2005. During seminary John was under care of the session of First Presbyterian Church of Wilmington, NC. During his time in seminary John spent a summer studying at a seminary in Fortaleza, Brazil and working with a Presbyterian church there. During John's second year he was married to Anna Evenhouse.

Prior to his call to Mt. Pleasant John had been a Lake Fellow at Second Presbyterian Church in Indianapolis, Indiana. This is a two year residency program where John led worship, preached, taught, and participated in four rotations focusing on missions, pastoral care, adult education, and evangelism. While John has enjoyed all these areas of ministry he and his wife have always had a passion for missions. During his tenure at Second Presbyterian church John began an alternative spring break mission trip for families in the church. He and his wife also worked with the youth, and young adults of the church. They also worked to reach out to the Hispanic community in Indianapolis.

John's most recent call to Mt. Pleasant Presbyterian Church has been a great opportunity to explore the churches missional identity. Over five years ago the session of MPPC made a decision to become a missional church. John led a group of elders to live out this strategic mission of the church.

- In the last 5 years local mission participation has grown 10 times.
- The church repurposed an existing house on their campus to become a hospital hospitality house named the Hope House. Five years later this lay run ministry has served over 800 families in need who have a loved one in critical care.
- MPPC sends 50-100 adults each year in short-term mission trips to work with existing partnerships in Kenya, Nicaragua, and Honduras.
- The church developed an alternative gift-giving campaign which has raised half-a million dollars in non-budgeted monies for mission locally and globally.
- MPPC has developed a mentoring program in the local elementary schools called i-beam. This partnership with the local schools has grown to include 4 different elementary schools, 12 churches, and over 250 mentors working each year.
- MPPC has created and launched the East Cooper Faith Network (ECFN) which brings local churches together to support I-beam, Fix-it (building program), and shared challenges in the local community.

John also worked on building community at MPPC. Four years ago he led a group of MPPC elders to create a small groups ministry within MPPC tied to the Lenten season. In the last few years between 400-800 adults have participated each year in this Lenten series.

John is also passionate about worship. He has preached and led worship in MPPC's traditional worship service as well as helping to cultivate and lead an alternative worship service at MPPC.

John is the author of two books. He co-wrote Called to Life: An Invitation to a Missional Way of Being with ruling elder Ellen Creed Branham. He is the author of a second book Equipping the Saints: A Practical Resource for International Mission Engagement.

John's loves traveling with his wife Anna and his four kids Eliza, Jack, Pearl, and Tessa. He likes sports, running, and speaking Spanish.

## Faith Statement – John Pflug

I believe in one God eternally existent in three persons: Father, Son, and Holy Spirit.

God the Father and creator of all made everything from nothing. By His Word He not only brought into existence everything that is, but also ordered all things according to His sovereign good pleasure. Now, by the grace of God, there is an objective moral place and order for everything and every action within creation. That objective order is determined by the Word of God alone.

God the Son is Jesus Christ, the only savior of the world. From before the foundation of the world God elected those whom he would save, and effectively did save them through the penal substitutionary atonement of Christ death on the cross. Christ came into the world to die for the sins of His people. And in His resurrection and eternal reign He serves as mediator and guarantee of the eternal life of His people, the church.

I believe in the Holy Spirit, that the Holy Spirit is the sustainer of all things. The Holy Spirit proceeds from the Father and the Son, and brings into effect the will of God so perfectly that nothing happens apart from it. The Holy Spirit gives to men and women spiritual birth from above, calls them into their role in the providential plan of God. Through the preaching of the gospel the Holy Spirit hardens the hearts of the reprobate, and changes the hearts of the elect.

Father, Son and Holy Spirit are three distinct and equally divine persons, and yet One God.

I believe that the two sacraments of the church are Baptism and Communion, and both are signs and seals which unite the church in creation and time to their Lord, Christ.

I believe that the Bible is the Word of God. It is infallible in its teaching. All of it is God breathed, and all of its words are the very Words of God.

I believe in the historical reality of the miracles of the Bible, especially the virgin birth and bodily resurrection. I believe that Adam was a real man, a historical reality, and that God created him from the dust of the ground. Through his wicked rebellion and disobedience, sin and death entered into every subsequent human being. Sin is a taint of the heart, and a fatal consequence that will be removed only through Christ. I believe that those whom God has elected to salvation will, in the course of their lifetime, confess Jesus as Lord and Savior and receive his baptism by water and Spirit. Those whom God has chosen to salvation will not be lost to hell or death. God's sovereignty in electing His people will not be violated by the frailty of human freedom.

The duty and joy of God's people is to worship and glorify Him. There is no other purpose in life than to glorify God.

## John R. Pflug Jr. - Biography

My life is that of a sinner saved, and slowly being sanctified, by the sovereign grace of the Almighty God.

My early life was spent with two loving parents, a younger brother, and a younger sister. My father was a United Methodist pastor in the North Texas Conference. As a UMC pastor's family we lived in many different places throughout the conference. My earliest memory of deep theological conversation is when I was about eight years old. I was riding home from worship with my father who had just preached on Jesus' prayer in the Garden of Gethsemane. Our conversation began with my question, "If Jesus is God then who was he praying to in the garden?" From there we delved deeply into the Doctrine of The Trinity, and over the course of the next several years most of the other Doctrines of the Church. As long as I can remember I have delighted in thinking on the things of God.

When I was a sophomore in high school the bishop of the UMC intended to move our family yet again, but my father, sensing the exhaustion of our family moving, stepped away from the UMC. At that point my family joined the First Presbyterian Church of Commerce, Tx. where I remained a member until my ordination.

I attended Texas Lutheran University in Seguin, Tx. where I intended to study politics and law in the hopes of becoming a wealthy and successful politician. While at TLU I joined a social fraternity which was heavily involved in drinking and hazing. In 2004 I, along with the majority of our fraternity, was arrested for hazing and suspended for a semester from school. I spent that semester back home talking with the pastor and elders of my church about where I had gone wrong, and what redemptive path God had opened for me despite my sin. That is the semester God used to change the trajectory of my future. When I went back to TLU I was no longer headed for law school but for seminary, not to make much of my name but to make much of Jesus' name. I met my wife Brittany at TLU and we were married shortly after we graduated in 2007.

Immediately following college I was enrolled at Austin Presbyterian Theological Seminary. I graduated from APTS in 2010, three days before my daughter Emma was born. About two weeks after graduation our family moved to Winnsboro, Tx. I had accepted the call to be the pastor of First Presbyterian Church in Winnsboro. While in Winnsboro I have been honored to serve as Pastor of a healthy growing congregation, and I was also elected to serve as the youngest mayor in the city's history. I am so humbled when I consider the ways in which God has used me, especially in these last five years.

The time is right for God's next thing. My term as mayor has been completed, and completed well. The church has grown from barely viable to a younger and thriving congregation. My wife (who is from the much larger city of Austin) is ready to move from a rural setting to a more suburban setting. My daughter will be starting school in the fall. While we are unbelievably thankful for the time and lives that have touched us in Winnsboro, we are ready and excited for the door that God has opened for us at Windermere Presbyterian Church. She seems to be a congregation filled with kind and loving people, on the cusp of great things, with an outstanding platform for the saving gospel of Jesus Christ. May God bless our ministry with His Church in Wilmington.

## Marie Cone Faith Statement

*I believe that the truth of the Gospel is the message of Christian hope,  
A story of brokenness and restoration, A story of sin and grace,  
A story that assures us again and again that nothing can separate us from the love of the one triune God.*

*It is God the Creator, the Father, who spoke the world into being, Who breathed life into 'adam  
Who created man and woman to live in community  
Whose handiwork still causes me to marvel when I look at the stars,  
In whose image we were created, and whose image I yet see reflected in my daughters' faces and in my husband's eyes.*

*The creator seeks always to be with the creation*

*~ In the Garden and in the Wilderness*

*~ In Jerusalem and in Babylon*

*Yet that fellowship has been broken by humanity, and we find ourselves at odds with God, ourselves, each other. And so God the Redeemer became the Word incarnate, Jesus Christ, the Son*

*A particular man born in a particular time who came to restore these broken relationships Once more the Creator was with the creation*

*~ As a baby in the manger, fully God and fully human*

*~ As a Jewish rabbi teaching with amazing authority*

*~ As an innocent man condemned to die for the sins of others*

*~ As our Lord, coming again in glory.*

*In His life, death, and resurrection men and women are restored once more to God, ourselves, each other.*

*This restoration is the Creator's gift of grace, and without this gift we remain broken. But with this gift we begin to live once more, forever more, God with us, Immanuel.*

*And it is God the Sustainer, the Spirit, who breathes this grace into us*

*The Spirit gives us eyes to see, ears to hear, minds to comprehend what God the Creator the Redeemer has done, that we might turn and be healed*

*It is the Sustainer who enables us to live more and more in the presence of God, shaping our spirits like the wind shapes the trees, nourishing our faith through the sacraments, encouraging us by these visible signs of God's invisible grace: cleansing us, drowning us, restoring us in the water of baptism; feeding us, connecting us, reminding us with the bread and wine of communion*

*It is the Sustainer who binds us once more to God, ourselves, each other, calling together the Church, binding us together as one witness to God's desire for healing and restoration*

*For while there may be many expressions of faith, there is but one Church, and because the Church is the visible expression of God with Us, the Sustainer continually calls us to be reconciled reconcilers, healed healers, living God's Word of hope, restoration, and healing in a broken world*

*It is in the Scriptures that this great story is told,*

*The story that begins in the Old Testament and is fulfilled in the New, Whose authors and editors and readers are inspired by God*

*It is the story of Creator-Redeemer-Sustainer: one Triune God: Father-Son-Holy Spirit*

*This is the story that enables us to make sense of the past, gives us strength for today, and promises bright hope for tomorrow*

*Amen and Amen*

## **Rev. Marie C. Cone**

### **Biography**

I was very active in church growing up, but my first career was in banking as an auditor. It wasn't until I had left banking to raise our three daughters that I began to hear God's call to ordained ministry. Actually, I first heard a call to *seminary*, where I thought I would study Spiritual Formation. Gradually, relentlessly, the Spirit spoke through the voices of professors and fellow students, calling me become an Inquirer and then a Candidate. Because I was still raising those delightful daughters and also caring for my aging parents, God called me first to a part-time solo pastorate in Northeast Philadelphia. A few years later I began serving a second part-time pastorate in the same neighborhood. Then, after seven years of ordained ministry I took Week 1 of Interim Training. There I sensed God gathering my various life experiences, skills, and gifts into a specialized calling: *intentional interim ministry*. Within a few months I accepted my first fulltime interim position at a small church in a farming community north of Philadelphia. Two years later I began serving as Interim Head of Staff for a suburban church, also north of Philly. Throughout these years in the Presbytery of Philadelphia I moderated several committees: Committee on Ministry, Session Records, and Nominations. I also served as Journal Clerk for 10 years, taking the minutes for Presbytery meetings. I was very comfortable in that presbytery; I knew most of the churches and ministers. So it was quite a surprise when, after almost three years in my second interim, I felt the Spirit calling me to an interim pastorate in Greenville, NC. My husband, Larry, had set up his software consulting business to be run out of our house so we were free to move where the Spirit led, as long as there was internet and a good airport. But we thought we'd move for an installed call, not an interim call. Yet the movement of the Spirit was very clear, so we sold our house, packed up our belongings, our three cats, and our youngest daughter and headed south on 95. That was two years ago, and in that time we've come to enjoy living in North Carolina, so we were all delighted that God has called me to serve as the Interim Pastor of First Church Jacksonville. I look forward to getting to know not only the members of First Jacksonville, but the believers in the Presbytery of Coastal Carolina as well.

## Joanna Hipp – Statement of Faith

God is love. Our vocation is to live out that love as Jesus Christ did through word and deed. We should be a reflection of Jesus Christ through: humility, love, compassion, justice, faithfulness and prayer. Christianity is founded and rests with the hope of the future to come, in relationship with God and Jesus Christ. Therefore, hope has to be a central notion in my everyday thought. The hope also resides in us all through the acts of the Holy Spirit. The Spirit is with us every day, allowing us to feel God's grace among us, and we should work every day to build God's kingdom on earth by using the teachings of Jesus Christ. Through the Holy Spirit we are invited and enabled to move beyond our selfish acts to serve those who need it most. From this, mission becomes a major component of my life.

I believe Jesus came, died and was resurrected. We will one day come in union with God, Jesus and the Holy Spirit. Jesus came as the Word of God made flesh. Jesus' teaching ministry is what calls me to live a life of faithful service every day of my life. I am called to make a difference in this world, because of Jesus' teachings. I am called to be there for my neighbor, to aid those who are suffering, and to not judge anyone. Jesus suffered and died on a cross. Because Jesus is both human and divine, the divinity of Christ allowed him to resurrect from the dead (in a physical act) and reconcile the world to God: the relationship between God and humanity has been restored. Ministry is very important to me, and why I want to become a pastor. I want to share God's Word with the people of God: we are all the people of God. My faith is important to me, but so is being in ongoing conversation with others who believe differently. This is how you grow as a Christian: conversation and open dialogue. We are interconnected beings, and therefore should talk care of one another and our world at large, in an ecumenical perspective: we are to be caring and compassionate beings that work for the betterment of the future to come.

I also believe in the sacraments of Baptism and Eucharist (The Lord's Supper). While these are two separate sacraments they are brought to life each Sunday in worship. Through the ritual of baptism, we are called to take care of one another, and support one another in Christian community. By attending church every Sunday, by praying for one another, by being a comforting presence with one another, we are remembering our baptism. Eucharist, in like fashion, is a remembrance of our baptism into the Christian community. When we take the bread and drink the cup, we are called once again into the glory of Christ. We are not only remembering what Christ did for us, but what Christ calls us to do. It is through these sacraments that the God of love is illimitable. It is in the concept that God is love that I feel called to serve the world. Because God is love, each human being is created in likeness to that love.



## **Joanna Hipp - Biographical Statement**

I am Joanna Hipp, and I grew up in Vass, North Carolina with my twin brother, John. I was raised in Cameron Presbyterian Church, and thanks to wonderful mentors such as Joan and Gil Word, Dan and Teri Ott, and now Whitney Wilkinson, I know I have been nurtured in the Reformed faith, as well as nurtured in my call to ministry.

I graduated from St. Andrews Presbyterian College in 2011 with a Bachelor of Arts in Religious Studies, with a double-minor in English and Women Studies. I was Student Body President, chair of the Christian Life (with Jim Ewing as Chaplain), worked the domestic abuse hotline, and volunteered in the local community in any way I could. I was active in the academic setting as well as the social world of both college and community. During my time at St. Andrews, during the summer months: I was also a camp counselor at Camp Monroe, and youth director at two different churches. This is when I felt my call to youth work.

Upon graduating from St. Andrews, I went to Louisville Presbyterian Theological Seminary and graduated in 2014. During my second year, I interned at John Knox Presbyterian Church, which had no youth. It was there that I realized I was definitely called to work with youth in some capacity. I was Student Body President and on Student Council all three years. I also was a member of the Chapel Planning group that planned chapel for every Wednesday, Thursday and Friday. I worked with the World Council of Churches in two different ways: first, as a steward in Greece, then as a member of the Global Ecumenical Theological Institute in South Korea. It was during this time, and under the mentorship of Cliff Kirkpatrick that my call to the ecumenical movement became evident

In May of 2014, I moved to Hannover, Germany to work with the World Communion of Reformed Churches. I was the assistant to Justice and Partnership Office as well as the Office of Communications. I was the lead facilitator on the Human Trafficking working group, member of the We Will Speak Out Coalition (working on gender based violence and sexual violence). It was here that I really focused not only on the social aspects of the world issues, but how to concretely use what I have learned in a local church. Providence Presbyterian Church in Charlotte, NC understood my desire of both of my calls, and issued me a call to be Associate Pastor of Youth and Mission. It is with a great desire that I look forward to the work I will be doing, and joining the family of Providence Presbyterian Church, as well as remaining connected to my deep ties within the state of North Carolina. It is good to be home.

**Thom Burleson**  
**Statement of Faith**

I believe in God the creator of all and in the innate goodness of creation as a reflection of its Creator. Nothing exists outside of God. Like God, creation is not stagnant, but is full of the newness and vibrancy of life. It is in the love and the absolute free grace of God that all things find meaning. God delights in what God has wrought. To us God is a mystery, which we continually seek to understand through relationships and personal and scriptural narratives, but we will never fully understand the totality of the heart, mind, and will of God. Because God is living and active in the world, the revelation of God will continue throughout the existence of humankind and beyond.

I believe in Jesus of Nazareth as the Christ, the anointed of God, the embodiment of God's boundless grace. Through the sinless life of Jesus, we find focus and connection with God. Christ is the door that opens the way to a closer relationship with God. As disciples, we follow the example and teachings of Jesus; living the life of the servant, loving God with all our heart, mind, strength, and soul and loving our neighbor as ourself. Through the cross of Christ, sin is overcome and we are set free to embrace a life of love because we know that God first loved us.

I believe in the Holy Spirit, the sustainer of all creation. The Spirit does not control, but allows for the possibility for both sin and sanctification to enter into the relationship between God and creation. The Spirit empowers; keeping creation connected, continually calling it into relationship with God and with each other. The Spirit inspires through the giving of gifts and vocation; calling us to wholeness as God intended.

I believe the church to be the Body of Christ, empowered by the Spirit both individually and collectively. The church is called to use the gifts and talents bestowed by God in the furtherance of the servant ministry of Jesus Christ. The church is joy and challenge. The church is not perfect, and, like the people within, is stained by sins of commission and omission. Just as each Christian journeys in their faith, so does the church; constantly confessing its sin and reforming towards grace in its corporate journey. Baptism unites the body by presenting a responsibility born of God's grace, bonding each member to one another and to God in Christ. The Eucharist strengthens and renews that bond, reminding us that Christ is the ever-present head of the church.

## **Thom Burleson**

### **Biography**

I was born into a Presbyterian family and was baptized as an infant in the Presbyterian Church that my grandmother and other relatives had founded. Like most children born into the church, as a child I participated in all the different aspects of church life: Sunday School, Vacation Bible School, Children's Choirs, Christmas pageants, and the various community good works. I went through confirmation and, like so many teenagers, began to fall away from the church. Partly because of gaining teenage independence, but mostly because of what Christianity had begun to mean to me. This was the heyday of the televangelist and their peddling of salvation. In my black and white teenage thinking, I became more and more convinced that what the televangelists were selling honestly reflected what Christianity was all about... self-involved hypocrites who were only interested in individual salvation/heaven. I had grown up in the church, but I had not grown up in the faith.

Even while I was doubting my own religion as viewed through this twisted lens, I nevertheless found myself very interested in world religions. While attending UNC at Chapel Hill, I found myself in some type of religion class every semester. There was something attractive to me about the ideas and concepts within religions, although at the time I couldn't adequately express why. Graduating with a degree in education after a miserable student teaching experience, I didn't see myself going into the school system. But I still understood myself best as a teacher. After some preschool work and other life missteps, I somehow hit upon the idea of being a Christian Educator. Again, although the church I attended as a teenager had two, I was unaware of their existence. But, this idea hit a chord and in a few months I visited schools, made application and found myself at Princeton Theological Seminary.

It was then I had a spiritual awakening and finally came to understand this faith I had been confessing with my lips all my life. I graduated with the firm understanding of myself as a Christian Educator. Knew this was my calling for life. I would never become a minister. Not me. No way. No how. Four years later, I returned to Princeton with a wife and a young son to receive my MDiv and become ordained as a Minister of Word and Sacrament. As an educator I had hit the glass ceiling quickly and could not serve fully the people I had come to love.

I was at my first call in Sparta, NC for eight years. In this small rural community, I focused on raising my young family, now having grown with a daughter, and working in the community for the common good. My DMin focused on the creation of a county wide food closet and how small, rural churches could work together for the people of the community. We left Sparta for a church in Kentucky, where I had hoped to be at least until my children were college age. But, I ended up learning the hard lessons of what it was to be an unintentional interim. Soon we found ourselves back in Sparta in a house we could not sell during the recession and I began doing intentional interim work. Interim work has broadened my vision of what it means to do church. None of the four churches I have served so far have been the same. Each are full of potential and the challenges that derail a church from doing ministry. I have enjoyed having new ministerial challenges.

Now in our twentieth year of marriage, my wife and I have just taken our son to college and are raising a teenage daughter. We recognize that one chapter of our life together is all too quickly coming to an end, but we are finding excitement as we look forward to something new beginning.

**Presbytery of Coastal Carolina  
Committee for African American Ministries**

Report to Presbytery  
October 10, 2015

**Informational:**

The 2015 Gathering of the African American Congregations was held on August 8, 2015, at College Heights Presbyterian Church in Fayetteville. The event was hosted by Haymount Presbyterian Church, whose facilities were inadequate for staging the Gathering. The keynote speaker, who also conducted the adult workshop, was Rev. Joan SalmonCampbell, the Pastor at College Heights. The program was attended by well over 200 persons of all ages representing two-thirds of the Presbytery's African American Congregations. As in past years, they gave the Gathering very high ratings on both the evaluation sheets and in conversations.

An offering was taken to help support the work of the committee and to assist in developing a source of funds to provide scholarships for African Americans preparing for the ministry. Persons and organizations are encouraged to contribute to the scholarship fund at any time by sending monies to the Presbytery office with the designation "CAAM Scholarships."

Presbytery of Coastal Carolina  
**Committee on Christian Education**

Report to Presbytery

October 10, 2015

**Information:**

On August 4, 2015 the Committee on Christian Education met in Elizabethtown at the presbytery office. The committee began with a time of prayer and discernment as we considered the work of the subcommittees and opportunities for service to the congregations of the presbytery. We report the following:

- 1) We rejoiced with the presbytery youth and adult leaders that attended the Montreat Youth Conference. Details are included in the packet.
- 2) On September 19, the **E3 LEARNING FAIR** was held at the Elizabethtown Presbyterian Church. By video and webinar, the keynote speaker, **Rev. Karl Travis**, provided excellent information on generational stewardship. The nearly 140 attendees participated in a variety of workshops and learned how Christ is working among us from congregational mission displays. Windermere Presbyterian Church and Lillington Presbyterian Church were recipients of the SPICE Award for innovative, creative ministry.
- 3) Plans for the Equipping the Saints 2016 event were discussed. We plan to partner with First Presbyterian Church Wilmington to host Dr. Roger Nishioka for a lecture series, January 16 and 17, 2016. He is confirmed as the 2016 Averette Lecturer. The following events will be held at First Presbyterian Church, Wilmington:

*Sunday morning Lecture #1 9:30 Gilmour Hall (main sanctuary building)*

*Sunday morning sermon in 11:00 worship (one, combined worship service)*

*Sunday evening Lecture #1 6:00 Gilmour Hall (main sanctuary building) will be preceded by a soup and sandwich supper at 5:30*

- 4) Community Officer Training Events in 5 locations are scheduled. Find the flyer on page 87.
- 5) Presbytery's Resource Center continues to equip our congregations by providing a variety of ways to connect churches with print and online resources. (See Flyer page 88).
- 6) The potential opportunity to host a *Union on the Move* (Union Presbyterian Seminary) event was explored.

**Youth Ministry Update:** [89]

This summer we attended Montreat Youth Conference with 16 Youth and 4 Adults from eight churches in our Presbytery. Of the sixteen young people, only two had attended a youth conference at Montreat before. We had an incredible week together exploring the theme "This is Our Story." It's a gift to be an adult on a trip like this and hear our young people talking about and deepening their faith. Thank you for supporting the young people in our midst!

We are welcoming 6 new members to our Youth Council this fall. We will install them at closing worship during our Senior High Retreat.

Fall Senior High Retreat will take place November 21-22, 2015 at Camp Kirkwood. This retreat is open to any high school aged youth in the Presbytery. Taking their busy schedules into account, our theme for the weekend is "Sabbath." Please see the flyer included in this packet. The full registration packet is available on the website!

We are already planning for next summer, and registration will happen in the late fall for either Presbyterian Youth Triennium or Montreat Youth Conference. The Christian Education Committee will decide based on our funding.

Looking ahead to next spring, Spring Middle School Retreat will be March 5-6, 2016.



Sponsored by—

**Presbytery of Coastal Carolina's**

Committee for Christian Education &  
Mission Coordinators

**Mark Your Calendar!**

**DATES & LOCATIONS—**

**Nov. 1—St. Pauls PC, St. Pauls, NC—**  
2pm—6pm

**Nov. 7—Sneads Ferry PC, Sneads Ferry,**  
NC—Register—8:30am; Training—9am—  
2pm

**Nov. 7—MacPherson PC, Fayetteville,**  
NC—9am—1pm

**Nov. 14—Winter Park PC, Wilmington,**  
NC—Register—8:30am; Training—9am—  
2pm

**Nov. 14—Union PC, Carthage, NC—**  
Register—8:30am; Training—9am—2pm

## 2015 Community Officer Training Events

For more information:

Contact your Mission Coordinator :

East—[nancygladden@presbycc.org](mailto:nancygladden@presbycc.org)

Central—[steuartlink@presbycc.org](mailto:steuartlink@presbycc.org)

West—[lauralupton@presbycc.org](mailto:lauralupton@presbycc.org)

or the Presbytery office 800-277-7479,

[kayebledsoe@presbycc.org](mailto:kayebledsoe@presbycc.org)

**REGISTER:** By phone: 800-277-7479;  
Fax—910-862-3524 or online at [www.presbycc.org](http://www.presbycc.org) .  
Registration is complete upon receipt of payment by  
check or credit card.

**PLEASE Bring with you**  
The Book of Confessions and  
The Book of Order 2015—2017  
These can be **PURCHASED** by contacting PDS—  
<http://store.pcusa.org/> or 800-533-4371.

They are not available from Presbytery office or at  
the event.

This training fulfills the  
requirement for all officers  
to be trained prior to  
installation.

There is a \$12 fee to  
cover event costs.



# Healthy Congregations Resources

Are available for you to borrow from  
Presbytery's Resource Center

## Mission Statement

**Empower,**

**Equip,**

**Engage,**

**Encourage**

congregations & leaders  
as we strive to witness,  
pray, work serve & live  
in God's will.

- ⇒ Facebook page
- ⇒ Faith Formation Blog
- ⇒ Educators' Email List

## Doing the mission...

- ◇ During the month of July 2015, 42 resources were borrowed from the Resource Center by 19 clients.
- ◇ E-News Updates & Announcements were sent to a contact list of over 900 clients.
- ◇ Postings were made to Presbytery's Facebook page—<https://www.facebook.com/groups/35033214752/>
- ◇ Articles were posted on Kaye's Faith Formation Blog—<http://kayebledsoe.wordpress.com> .
- ◇ Resources displays are taken to Presbytery related meetings/gatherings.
- ◇ Emails are sent to a "church educators" contact list. Contact [kayebledsoe@presbycc.org](mailto:kayebledsoe@presbycc.org) if you'd like to be on this email list.
- ◇ Consultations are made by phone, email & when folks stop by the Presbytery office for a visit.
- ◇ New resources are ordered, processed and waiting for YOU to request them!
- ◇ Search the Resource database online at <http://presbycc.org/resources/> .

Sign up to receive **Presbytery's twice a month E-NEWS** at <http://presbycc.org/latest-news/enews/> .





Presbytery of Coastal Carolina  
**Committee for Latino-Hispanic Ministries**  
Report to Presbytery  
October 10, 2015

**Information:**

The committee has been working with Presbyter Bill Reinhold to define the role for the committee within the presbytery by making the difference between council and committee. The feedback has been very helpful, and the committee listens and is willing to adjust cultural differences as to how businesses are carried on. The committee is always striving to resolve any issues or concerns related to the congregations of the Ministry. During the last couple months, the committee has worked out a schedule to help cover the pastoral needs for the St Paul's and Fuquay-Varina's congregations as they don't have a Pastor or a certified lay pastor (CRE) at this time. Meanwhile, the committee is encouraging members on the committee and congregation to participate in the training classes for the Hispanic/Latino Ministry to become lay pastors. Our united worship service was hosted by Fuquay-Varina's "Manantial de Vida" at 3 p.m. on September 20<sup>th</sup>.

## MONROE CAMP & RETREAT CENTER

### Director's Report

August 25, 2015

For this report, Director Rev. Lyndsey McCall has included information relating to the Summer Camp Program.

We had another exciting, fun, faith-building, summer! We had a total of 207 registered campers this summer. Out of the 207, 50 came from First Presbyterian Church Lumberton's "Operation-Fun" Program and 30 campers came from our new "Camp in a Van" program that was launched new this year with the support of First Presbyterian Church Sanford. From that 207, 33 different Presbyterian congregations from the Presbytery of Coastal Carolina were represented. White Hill Presbyterian Church was our largest attending church with a total of 8 children. For more fun facts about the 2015 Summer Camp please see the attached "Top 10 Highlights."

Director, Rev. Lyndsey McCall would like to give a special thanks to Bill Hayes, Eva Monroe Ruth, Whitney Wilkinson, Barbara Pipo and Samantha Taylor for their willingness to volunteer and serve as "Chaplains in Residence " bringing us a daily message for a week at camp. For Helen Adams and the Rivendell Equestrian Center for providing a wonderful place to ride. Thank to our Nurses; Angela & Victoria for helping with medication and homesickness. Thank you, Shelia Swift, for teaching crafts. For Ms. Maudy Parsons and cooks; Shanetta, Hazel, Frances and Diane. Thank you to Bill Robertson for volunteering his time and resources by serving as our bus driver ALL summer. Thank you to all the program leaders; Maria Bingham, Chuck Frick, Ken MacDonald & Lou Ann for making the camp experience fun and creative.

I also want to thank our year round staff that puts in the extra hours to make summer camp possible. In maintenance, Joseph Pate, Greg Bell, Randy Miller and Gary Aycock. As well as Camp Registrar and Office Manager, Lynda Bunch. We thank First Presbyterian Church in Sanford for helping us to launch a new "Camp in a Van" program and for First Presbyterian Church in Lumberton for their continued dedication to sending kids for the Operation Fun program. We thank the countless churches that supported us by sending us campers and/ or supplies. We also thank the parents for trusting us with your children and sending them to Monroe this summer. Finally, I have to thank most our college students that served as a team on our 2015 Summer Staff. Thanks again to Chuck, Thomas, Greg, James, Taron, Zack, Christian, Briona, Serina, Gabby, Dareth, Jessica, Christian 2, Maggie, Madison, Ashleigh, Heather, Grette & Taylor for pouring your heart, mind and your very selves into making this summer a meaningful experience for everyone. THANK YOU!

## **Top 10 HIGHLIGHTS OF MCRC Summer Camp 2015**

**10-FOOD:** Maudy Parsons, Head Cook, oversees a lovely group of ladies that prepared a delicious and nutritious meal for us, each day. This year we added a salad bar, extra cut-up fruit and vegetables, that the children devoured.

**9-Church Donations:** Last year, we ran out of equipment and supplies but not this year! We had plenty of balls, First Aid supplies, lifejackets, hand soap this year thanks to all the church groups that collected items for us.  
Once again, thank you churches!

**8-Operation Fun:** First Presbyterian Church Lumberton raises money to send children in their community to Monroe and has done so for 60+ years. This year, they sent a total of 50 campers! During this week we are always amazed to watch these children experience new things such as riding on the horses for the first time, canoeing, shooting with a bow and arrow, cooking on a campfire and even hearing God's message in a new way.

**7- "Camp-in-a-van:"** First Presbyterian Church Sanford piloted our new program where we bring camp to the church, much like a Vacation Bible School program. FPS expected to serve many of their own children but were delighted to find that more children from the community signed up, making for an awesome outreach ministry. We look forward to doing more programs like this in the future.

**6-Specialty Programs:** Dance, Drama, Culinary, Horse, Mission, Night Owls, Photography, Sports and Swim Camp were all a huge success this summer. With these particular programs we brought in professionals to give campers 2 hours of extra time each day to focus on areas of particular interest. The kids and counselors seemed to enjoy the variety that these activities brought to their day. As our campers age, we want to continue to give them something more to always look forward to for next year.

**5- Summer Staff:** The Summer Staff is at the heart of MCRC Summer Camp program. This year we had a wide range of staff members that came from UNC Chapel Hill, UNC Pembroke, Appalachian State and Methodist University. Their interest, personalities and passions were as varied as the schools they attend. During Staff Training, there was an immediate bond made amongst the staff. It's

normal that among the members that they often form cliques with people who have similar interest. But, not this year. The staff worked together as a full team the entire summer. On Fridays, we gather to reflect on our High's and Low's of the week. Amongst the heat and the bugs, it's amazing to hear how God is at work through their camp experience. For these college students, this experience is life changing. And many are eager to come back again next year!

**4- Bus Donation:** Bill Robertson, of Trinity Presbyterian Church in Laurinburg, lives out his faith by doing acts of service for those in the community. Bill is a great mechanic and loves to collect old school buses to be used for church or camp. This summer, Bill remodeled a 40 passenger school bus for Monroe's use. Not only did he donate his bus, but he donated his time as bus driver all summer long. Everyday and multiple times a day, the bus went to and fro the Rivendell Equestrian Center and other locations for the specialty camps. Bill and his bus were both a huge asset to the camp this summer.

**3-Rivendell Equestrian Center:** Since our horses retired early spring, before summer camp, we knew we would have to find a way for our campers to ride. Through God's grace, we got in touch with Helen Adam's, St. Andrews graduate, at the Rivendell Equestrian Center that is approximately 8 miles away from camp. The kids loved it! They enjoyed Helen's instruction, the new horses, and the ability to stay in an air conditioned area while they waited to ride. Using the Rivendell Equestrian Center and Helen's leadership turned a negative into a big positive!

**2-Chaplains in Residence:** Bill Hayes, Eva Monroe Ruth, Whitney Wilkinson, Barbara Pipo and Samantha Taylor all did an outstanding job leading our campers in worship. We believe all the activities that we provide such as swimming, canoeing, crafting, archery, field games and so forth all help campers to grow in the abilities but also, in their relationships with God and one another. During worship, our Chaplains creatively brought a message that help would help the children to understand just that, that "We are Living in God's Time." This summer we worshipped around the campfire, at Vesper Dell, in Boyd Hall around Candlelight and we also partook in communion under the stars in Boyd Field. Each week, we use the same curriculum but the Chaplains helped to make it unique with creative role play, using beautiful poetry, praying with our eyes open, giving us something to take in our "pockets" as well as a solid theological message for children today.

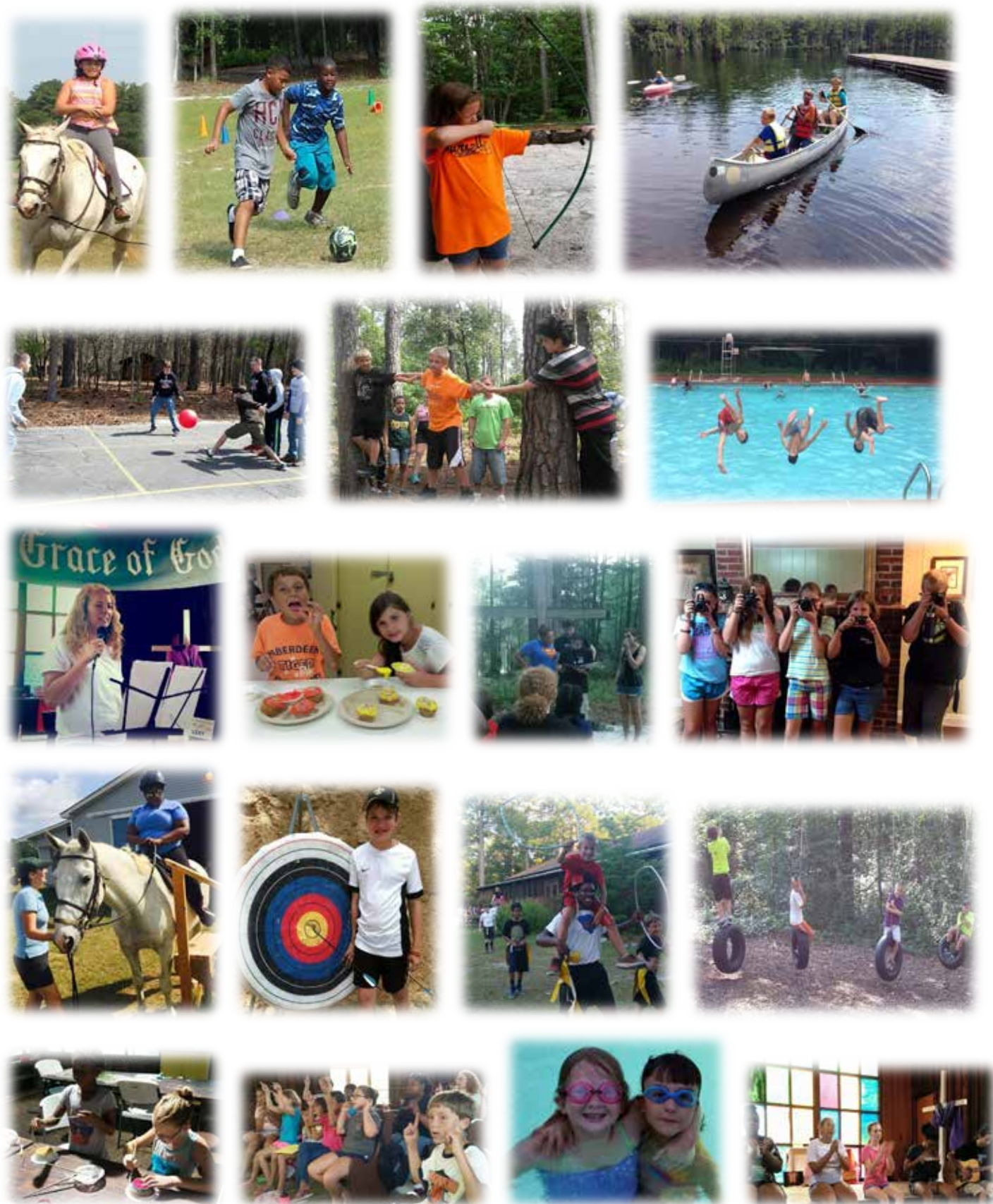
**1- Meaningful Summer:** Lastly, the highlight of the summer was the 209 campers we served through our residential, Operation Fun and the Camp in a Van program. As the beginning of my 3<sup>rd</sup> summer as Director, I began a bit anxious about our numbers, wanting Monroe to always to exceed expectations. Sometimes, we spend a lot of time in our churches concerned about numbers as a way to define our success. While our numbers were not significantly lower (237 in 2014), I'm reminded of the huge difference we made to the kids that came to Monroe this summer.

As I get to know our campers and their families more and more, I realize that many kids have already had some difficult life experiences. So at Monroe we are able to create a safe space for kids to be kids, while also growing in skills and abilities. I watched this summer how our campers grew in their abilities to swim, canoe, ride a horse, as well as growing in their abilities to be away from home, to take care of themselves, to navigate peer relationships and grow in their faith. One camper shared with our chaplain "I've been going to church all my life, but somehow it all just clicked for me this week, thank you."

Today, children so desperately need to hear a hopeful message as they continue to navigate through their seasons of happiness, sadness, anger, and frustration. This summer, we provided our campers with a foundation of the Christian faith, walking through the liturgical season and reminding them, of God's presence with us through the ever changing seasons of life.

When I think back on this summer, I'm reminded of the story "The Star Thrower" by Loren Eiseley. In the story, a man walks the beach daily throwing starfish back into the ocean. When asked why he would do such a thing, considering there were thousands of starfish on the beach daily. The Star Thrower, picks up a starfish throws it back in the ocean and says "made a difference to that one." Every summer that we run our summer camp, we are touching the lives of children through our ministry. So, we exceeded our expectations. Our campers get a chance to hear, share and live the gospel message. For Cheyenne, Jordan, Patrick, Joey, Eli, Rebecca, Raheem, Calista...and the list goes on, we made a difference to that one. We made a difference to the lives of 207 children. For which, this is THE highlight of the summer!





## Monroe Camp and Retreat Center

Presbytery of Coastal Carolina  
**Committee for New Church Development**

Report to Presbytery  
October 10, 2015

**Information:**

1. The committee has met with Rev. Doug Cushing of The Bridge and a realtor they are working with to pursue possible land acquisition for The Bridge with presbytery funds for the purpose of eventually building.
  - a. The committee voted to approve such action, spending up to \$400,000, to pass along to the Finance Committee for next steps.
2. The committee also voted to endorse the chartering of The Bridge in 2016.
3. The Bridge was also recently approved for a New Worshiping Community Investment Grant of \$25,000.
4. We believe that the action items needed for approving the funding and the chartering would come from the Finance and COM committees, respectively.
5. The NCD committee is excited about the next steps that The Bridge is taking! They hope to see more possibilities of new worshipping communities bubble up from within the presbytery. The committee *encourages* those within our presbytery to think beyond what has always been done and look to new ways that the gospel of Jesus Christ might be proclaimed within our presbytery.
  - a. They are open to your ideas.
  - b. They would love to host more discussions of ideas that the Holy Spirit might be percolating in the hearts and minds of Christ-followers.



Presbytery of Coastal Carolina  
**Presbyterian Women**

Report to Presbytery  
August 27, 2015

The Presbyterian Women are off to a good start. My first meeting was in May where we made plans for the mini retreat in August and the Fall Gathering. Also, we swore in the new members of the coordinating team. June was a busy month. June 11-14 2015 we went to the Synod Gathering at Massanetta Springs in Harrisburg Virginia. Coastal Carolina was in charge. The chair was Helane Church. This was a huge success. The women brought in over three thousand bras for the women who have been involved in trafficking. We also raised money to pay off the mortgage for the center. We attended the Church Wide Gathering in Minneapolis where over 1,700 women were there. We had excellent speakers and workshops. On August 1, 2015 we had a second meeting and mini retreat on Sabbath and planning for the Fall Gathering. On August 15, 2015 we met at Galatia Presbyterian Church in Fayetteville for the Fall Gathering.

We had over 160 ladies present. We enjoyed enlightening workshops. We set up a table for African Team Ministries where we sold over \$800.00 items made in Kenya.

Priscilla Brower

Moderator of Presbyterian Women

Coastal Carolina

**PRESBYTERY REPORT TO SYNOD ON REPRESENTATION**  
**2015 Form for Year 2014**

Page 1 of 2

Presbytery Coastal Carolina

I a If you have a COR:

how often does it meet? At least once a year in person and at other times via email

does it meet with the Presbytery Nominating Committee?

Yes

how does it report to Presbytery? The Presbytery Report to Synod on Representation is included in the Presbytery packet.

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 189 Members 26,262

What percentage of members are minorities? 4.7% What % ages 12 – 30 1%

What % are women? 55% What % are men? 45%

Beyond race, gender, and age, are there other groups – people who work ‘for profit’, live in rural areas, attend large congregations, have children at home, etc – who may be under-represented or of concern? Please identify and rate what could be done on their behalf.

Most committees of Presbytery meet during the day, which prohibits participation by young and middle age adults who are working or in school. A possible solution would be to change meeting times, or to use technology (conference calls, electronic meetings, etc.) as an alternative to face-to-face meetings.

III Generally, what successes and/or frustrations have you experienced this past year?

A success has been that the Committee on Representation has been actively represented at each meeting of the Committee on Nominations and Volunteer Development.

A frustration has been attendance issues of committee members. Another has been a lack of accurate statistical reports due to churches not completing the annual statistical reports, or not completing them accurately or completely.

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

Provide more training and resources for COR at the presbytery level.

## PRESBYTERY REPORT TO SYNOD COMMITTEE ON REPRESENTATION

Page 2 of 2

## V Membership break-down of: Officers, Council, Nominating Committee and Committee on Ministry

	Work Unit	MC	ML	FC	FL	A	AA	H	NA	ME	W	D	Y	YA	A	SA
1	Officers	3			1						4				1	3
2	Council	9	6	5	5		5	1			19				17	8
3	NOM	1	5	1	5		4				8				8	4
4	COM	14	9	6	13		6				36				29	13

**Key:**

A-Asian, AA-African American, H-Hispanic, NA-Native American, ME-Middle Eastern,  
C-Caucasian, D-Differently Abled

Y (Youth)-25 and under  
YA (Young Adults) - 26-35

A (Adults) - 36-64  
SA (Senior Adults) - 65 and up

MC-Male Clergy  
ML-Male Laity

FC-Female Clergy  
FL-Female Laity

Report submitted by Doris Ann Shipman

Signature

Phone # 910-8667-7186e-mail shipmandann@gmail.comThis document was/will be part of COR's report to Presbytery on October 10, 2015Stated Clerk Bill Bernhold

Signature



Date

7-20-15

Please return this form on or before May 24, 2013 to: Synod of the Mid-Atlantic, 3601 Seminary Avenue, Richmond, VA 23227.

**Revised Proposed Agenda**  
**Presbytery of Coastal Carolina**  
**One Hundred and Fifth Stated Meeting**  
**Saturday, October 10, 2015**  
**Wallace–Rose Hill High School**  
**602 High School Road, Teachey, North Carolina 28464**  
**Ruling Elder Sue Lowery, Presbytery Moderator**  
**Rev. Dr. Hazel Wilson, Vice-Moderator**

***Our Vision Is***  
***Congregations Joyfully Committed to Christ as Lord***  
***Called and Commissioned by God***  
***Connected and Empowered by the Holy Spirit***  
***For Worship and Service***

8:45 AM	Registration Begins	
9:30 AM	Call to Order and Opening Prayer	Ruling Elder Sue Lowery, Moderator
9:35 AM	Declaration of Quorum	Rev. Bill Reinhold, Stated Clerk
9:37 AM	Welcome	Rev. Phil Gladden
9:40 AM	Appointments of Standing Committees	Ruling Elder Sue Lowery, Moderator
9:45 AM	Morning Worship	Rev. Steve Hein, Preacher
	<i>Offering is for Scotland County Family Counseling Center, CRE Charles Wentz, Director</i>	
10:30 AM	Adoption of Agenda [100-101]	Rev. Ben Burrows
10:35 AM	Stated Clerk's Report [5-9, 102-105]	Rev. Bill Reinhold, Stated Clerk
	A. Recognition of first-time elders and visitors, seating of corresponding members	
	B. Reception of new Business ( <i>must be in writing</i> ) <sup>1</sup>	
	C. Correspondence Received	
10:45 AM	Committee on Strategic Planning and Organizational Review [10-42, 106-125]	Rev. Ernie Johnson
11:15 PM	Mission Cabinet [43, 126]	Rev. Ben Burrows
	A. Finance and Property [44-52, 127]	
	B. Election of Members of Presbytery Nominations Committee [43]	
	C. Revision of Separation Policy [53-61]	
11:45 AM	Committee on Congregational Revitalization and Transformation [62,128]	Rev. Evan Harrison
12:00 PM	Committee on Stewardship Development [63]	Rev. Chris Denny
12:10 PM	Committee on Nominations and Volunteer Development [129-131]	CRE Richard Wurtzel
12:15 PM	Report from Synod of the Mid-Atlantic [132-134]	Rev. Laura Lupton
12:20 PM	Mexico Partnership (Committee on Mission and Outreach) [65-66]	Rev. John Kerr
12:30 PM	Directions for Lunch, Announcements, and Grace	Rev. Nick Nielsen
12:30 PM	<b>Lunch</b>	
1:30 PM	Opening Prayer after Lunch	Rev. Hazel Wilson, Vice-Moderator

<sup>1</sup> All introduction of New Business must be in *writing* and placed in the hands of the Stated Clerk at the *outset of the meeting*.

1:30 PM	Committee on Preparation for Ministry (CPM) [67, 135]	Rev. Phil Gladden
1:45 PM	Committee on Ministry (COM) [68-83, 135]	Ruling Elder Jay Bender
2:15 PM	Other Committee Reports – Highlights	Rev. Hazel Wilson, Vice-Moderator
	1. African American Ministries [84]	
	2. Christian Education [85-89]	
	3. Latino-Hispanic Ministries [90]	
	4. Monroe Camp and Retreat Center [91-95]	
	5. New Church Development [96]	
	6. Presbyterian Women [97]	
	7. Representation Report [98-99]	
2:20 PM	Sessional Records/Bills and Overtures Committee	Chair Judy Davis
2:25 PM	New Business/Standing Committee Reports	Rev. Bill Reinhold
2:30 PM	Closing Prayer & Adjournment	Rev. Hazel Wilson, Vice-Moderator

### ***Please***

*Tuck the cord back into your neck wallet and place in the containers by the doors as you leave.*

*Gather up any papers left over and place them in recycling boxes by the doors as you leave.*

### ***Thank you!***

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# Ministers approved as of October 1, 2015

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Adams	Collin	Pollocksville	P	P
Allen	Karen	Brownson Memorial	P	P
Armistead	Mike	Flat Branch		
Augustus	David	St. Andrews-Covenant	P	P
Autry	Herman		P	
Bain	Shirley	Erwin	P	
Baker	Michael	Philippi	P	
Barringer	Archie	Hope Mills	P	
Bartlett	Jim	Mount Horeb and White Plains		
Beach	Kathy	First (Wilmington)	P	
Belle	James	Haymount		
Bellomy	Hank	Beulaville	P	P
Benfield	Floyd	Church of the Covenant		
Bennett	Johnie		P	
Berry	Bruce	Faison		
Borcherding	Gary	First (Spring Lake)	P	P
Boyce III	Eduardo	Eureka		
Boyd	Richard	Croatan	P	
Briggs	Bebe	Rex	P	
Brown	Tom	Southview	P	P
Bryan	John	Iona	P	P
Burrows	Ben	Cape Carteret	P	
Carlisle	Chris	Windermere	P	
Carmical	Marian	Lakeview		
Carter, Jr.	Neal	Laurinburg	P	P
Carver	Mark	Bensalem	P	
Causey	John	Shallotte	P	P
Coffey Jr.	David	Cameron Hill	P	
Cone	Marie	First Jacksonville		P
Cooper	Nancy		P	
Currie	Thomas	Horseshoe	P	P
Cushing	Doug	Bridge	P	P
Davis	Will	Burgaw	P	P
Dendy	Robert	First (Maxton)		
Denny	Chris	Elizabethtown	P	P
Doles	Brian	Mount Zion	P	
Dudley	David	Pocket	P	
Dudley	Kathryn	Union	P	
Evans	Ralph	Hopewell		
Ewing	James	Community	P	
Farmer	Delton	College Heights	P	P
Fauntleroy	Whitney	Chestnut St.	P	
Ferrante	Nick	Topsail	P	P
Fitzgerald	Steven	Trinity (Havelock)	P	P
Forester	Elizabeth	Jackson Springs	P	P
Fry	Bob	Winter Park	P	P

# Ministers approved as of October 1, 2015

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Gamble Jr.	Claude	Woodburn	P	P
Garrett	Michael	First Fayetteville	P	
Gladden	Nancy	Presbytery of Coastal Carolina	P	P
Gladden	Phil	Wallace	P	P
Goins	Fred	Ingram Branch		P
Goodman	John		P	
Goodnight Jr.	Bill	Lillington		
Grammer	Chip	Sherwood	P	
Guess	Deck	Laurel Hill	P	P
Hallead	Glen	St. Andrews	P	P
Hammersley	Jason	Ebenezer		
Hage	John	Brownson Memorial	P	
Harley	Emile	Winter Park	P	P
Harrison	Evan	Sunnyside	P	P
Havlicek	Tim	First (Morehead City)	P	P
Hayes	Bill	Edgewood	P	P
Haywood	Robert	New Hope		
Hedin	Barbara	Cypress	P	P
Hein	Steve	St. Andrews-Covenant	P	
Henderson	Matt	First (Morehead City)	P	
Henry	Sally	Sardis	P	
Hix	Duane	First (Dunn)	P	P
Hodges	Amy	Staff at Presbytery	P	P
Hodges	Richard	Pleasant View (Laurinburg)	P	
Holloway	David	Beth Car and Big Rockfish	P	P
Holmes	Ronald	Manly	P	P
Horne	Roger	Cape Fear (Lillington)		
Houston	Mark	Hallsville		
Houston	Doug	Mount Pisgah	P	P
Hudson	David	Antioch (Red Springs) & Lumber Bridge	P	P
Hudson	Susan	St. Pauls	P	P
Hughes	Ronald	First (Fairmont)		
Jahnes	Annelle	Southport	P	
Johns	Jim	Carolina Beach	P	P
Johnson	Brett	Village		
Johnson	Ernie	Highland	P	
Johnson	Bob	Wayside	P	
Jordan	Doug	Vaughn Memorial		
Kahnt	Rebecca	Trinity (Laurinburg)	P	P
Kerr	Leslie	McClure Memorial	P	P
Lapp	Robb	St. Andrews-Covenant		
Lax	Bruce	Biscoe	P	P
Layton	Paul	Black River		
Lee, Jr.	Charles	First (Wilmington)	P	P
Lennon	Ruby	Westminster (Laurinburg)		P
Link	Steuart	Presbytery of Coastal Carolina	P	P

# Ministers approved as of October 1, 2015

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Love	Charles	Harper Southerland	P	
Lupton	Laura	Presbytery of Coastal Carolina	P	P
Martindale	Richard	First (Carthage)	P	
McCall	Lyndsay	Camp Monroe		
McDonald	Ishmael	Palestine		
McDonald	David	Westminster (Wilmington)	P	P
McDowell	C.F.	Chadbourn	P	
McDuffie	Rick	Westminster (Fayetteville)		
McGee	Wendell	Morningside and Vass		
McGehee	Michael	Raeford	P	P
McLean	Rufus	Shiloh		
Mendenhall	Ray	Grove Kenansville	P	
Mercer	Jeff	Faith	P	
Miller	Gene	Midway	P	
Miller	Keith	Euphronia		
Mims	Ray	Bethesda	P	
Monroe	Charles	Ashpole and Rowland	P	
Moran	James	Graves Memorial		
Moreno	Eduardo	Iglesia Evangelica Fuente de Agua Viva	P	
Neuhs	Jon	Elise		
Nielsen	Nick	Calypso	P	P
Page	Clarence	Bethany (Lumberton) and Panthersford	P	
Parato	LaVera	Antioch (Jacksonville)	P	P
Parish	Earnest	Dothan	P	
Pate	Herb	Harmony		
Patterson	Debra			P
Patton	Brown	White Hill	P	P
Pflug	John	Windemere candidate	P	P
Phillips	Robbie	Wildwood	P	P
Pickett	Johnny	Pleasant View (Albertson)	P	
Pitchford	Bert	Ephesus		
Price	Robert	Parkton	P	P
Priddy	David	Leaflet and Raven Rock	P	P
Rabun	Pate	Little Chapel on the Boardwalk	P	P
Randall Jr.	Rogers	Reilly Road		
Randall, Jr.	James	MacPherson	P	P
Raynor	Becky	Acme	P	
Reinhold	Bill	Presbytery of Coastal Carolina	P	P
Rodda	Richard	Broadway		
Ruth	David	First (Lumberton)	P	
SalmonCampbell	Joan	College Heights		
Santizo	Jacob	Rios de Agua Viva		
Scott	Randa	Caswell	P	P
Siebbeles	Philip	Rockfish		
Simmons	Roger	Community	P	
Smiley	Charles	Chinquapin	P	



# Ministers approved as of October 1, 2015

Last Name	First Name	Church	Ethics Policy	Safe Gatherings
Smith	Jim	Montpelier	P	P
Smith	Andrew	Clarkton		
Spence	Thomas	Summerville	P	
Stealing	Kenneth	Spout Springs, Williams Chapel, First Lillington	P	
Stevens	Archie	Priest Hill	P	P
Stoker	Dawn	Barbecue		P
Stoker	Ron	First (Sanford)		
Stone	Harold		P	
Stone	Rod	Community	P	
Taylor	John	Jonesboro	P	P
Thompson	Beverly	First Whiteville	P	P
Thompson	George	First Whiteville	P	P
Thompson III	Ernie	First (Wilmington)	P	
Waldron	Annelle	Peace	P	P
Walker, Jr.	Arnold	Elizabethtown Second	P	
Walton	George	Olivia		
Ward	Joe	Warsaw	P	P
Washburn	Joseph	Culdee	P	P
Watson	Jonathan	Cape Fear (Wilmington)		P
Wayne	Jim	Smith		P
Weaver	Michael	Grove Dunn	P	P
Wells	Susan	Stanford	P	P
Whitehouse	Bob	McDonalds Chapel	P	P
Whitehurst	Howard	Centre	P	
Wilhide	James	Bethel (Raeford)		
Wilkinson	Whitney	Cameron		
Williams	Tyler	Salem (Sanford)	P	P
Wilson	Hazel	Mount Pelier		
Wilson-Hooker	Mamie	Blandonia		
Wurtzel	Richard	Maple Hill		
Wyle Jr.	Ewart Herbert	Highland		
Yearick	Ken	Grace	P	
Young	Herb	Bluff	P	
Young	Bill	Sneads Ferry		

## Presbytery of Coastal Carolina

### Appendices to the Manual of Operations

Principles of Agreement

Election of Commissioners

Committee Mission and Responsibilities

- Committees of the Full Presbytery
  1. Committee on African American Ministries
  2. Committee on Bills and Overtures
  3. Committee on Latino-Hispanic Ministries
  4. Committee on Ministry (Commission)
  5. Committee on Nominations Committee
  6. Committee on Preparation for Ministry
  7. Committee on Representation
  8. Committee on Stewardship Development
  9. Committee on Strategic Planning and Organizational Review
  10. Permanent Judicial Commission
  11. Response Coordinating Team
  12. Self Development of People
- Functions of Missional Communities
- Functions of Presbytery Mission Cabinet
  1. Communications
  2. Hunger Action
  3. Mexico Partnership
  4. New Church Development
  5. Peacemaking
  6. Resource Center
  7. Youth Ministry
  8. Temporary or Ad Hoc
- Standing Committees of Presbytery Mission Cabinet
  1. Executive Committee
  2. Finance Committee
  3. Personnel Committee

**Not included in this document since there are no changes.**

Position Descriptions for Personnel

1. GP/SC
2. Other Exempt
3. Non-Exempt

List of Properties

Ethics Policy

Sexual Misconduct Policy

Boundary Training and Certification Policy

Election of Synod and General Assembly Commissioners

## **1.00 Committee for African-American Ministries**

### **1.10 Membership**

Membership of the Committee for African-American Ministries shall be nine voting members, with representation from each of the regions where there are African-American Churches. A majority of the members shall be African-American.

### **1.11 Mission**

To strengthen the ministries and develop unity among the African-American congregations within the Presbytery and to assist the Presbytery to become more aware of the needs and gifts of African American congregations.

### **1.12 Responsibilities**

- a. to work closely with Presbytery and Missional Community leadership to plan and promote programs of training, education and fellowship designed to meet the needs of African-Americans in ministry and affirm their role as an integral part of the whole Presbytery;
- b. to develop ways to respond to and work with developing and emerging African-American constituencies in the bounds of Presbytery;
- c. to develop and maintain open lines of communication with other ethnic congregations and groups, as well as with the general leadership of the Presbytery;
- d. to coordinate with the National Black Presbyterian Caucus and work with other ethnic groups and other committees of Presbytery in a common advocacy for racial justice and inclusiveness;
- e. to develop and provide scholarship grants for racial/ethnic persons preparing for ministry;

## **2.00 Committee on Bills & Overtures**

### **2.10 Membership**

Membership of the Committee on Bills & Overtures shall be five voting members, with at least one from each of the three communities of the presbytery and no more than two from the same community.

### **2.12 Mission**

To ensure that the Presbytery properly docket (or refers to a committee or workgroup) all bills and overtures received from member churches or Teaching Elders for presbytery consideration and to review and make recommendations (or referrals to committees or workgroups) regarding requests and communications to Presbytery from other PC(USA) governing bodies.

### **2.13 Responsibilities**

- a. to review all formal ecclesiastical communications addressed to the Presbytery and make recommendations to the Mission Cabinet and/or the Presbytery concerning action and response, including procedure for considering the matter in the meeting of Presbytery;
- b. to study all proposed amendments to the *Book of Order* or the *Book of Confessions*, plan presentations of the amendments to facilitate understanding and consideration by the Presbytery, and make recommendations of approval/disapproval;
- c. to study requests or recommendations from sessions, teaching elders, or others and recommend appropriate action to the Presbytery;
- d. to study proposed overtures to the Synod or General Assembly from other presbyteries and recommend appropriate action to the Presbytery;
- e. to convene and study any new business offered at a presbytery meeting and recommend appropriate action to the Presbytery.

### **3.00 Committee on Latino-Hispanic Ministries**

#### **3.10 Membership**

Membership for the Committee for Latino-Hispanic Ministries shall be twelve voting members made up of one representative from each of the six (6) Latino-Hispanic congregations/missions plus all of the Latino-Hispanic pastors (currently 4) and with additional teaching elders drawn from across the Presbytery to make up the 12 voting members.

#### **3.11 Mission**

To support and strengthen various Latino-Hispanic congregations, missions and ministries within the Presbytery; to assign pastors to their work and guide congregations in their mission as commissioned by the Commission on Ministry; and to assist the Presbytery to become more aware of the needs and gifts of Latino-Hispanic congregations and missions.

#### **3.12 Responsibilities**

1. to work closely with Presbytery and Missional Community leadership to plan and promote programs of training, education and fellowship designed to meet the needs of Latino-Hispanic people in ministry and affirm their role as an integral part of the whole Presbytery;
2. to promote involvement of Latino-Hispanic people in the total program, mission and worship of the Presbytery;
3. to act in concert with the Commission on Ministry to establish pastoral relationships in Latino-Hispanic Congregations and to guide the ministry of those missions/fellowships which are not yet chartered as congregations of the Presbytery;
4. to develop and maintain open lines of communication with other ethnic groups and congregations, as well as with the general leadership of the Presbytery;
5. to develop ways to respond to and work with developing and emerging Latino-Hispanic constituencies within the bounds of the Presbytery;
6. to coordinate with the Latino-Hispanic Caucus of the Synod of the Mid-Atlantic, and with the North Carolina Latino-Hispanic Commissioned Ruling Elder Program (CRE) and/or to develop our own CRE program.
7. to assist the Committee for New Church Development and the Committee for Church Revitalization and Transformation to understand the needs and opportunities of the Latino-Hispanic Community;
8. to work with other ethnic groups and other committees of Presbytery in a common advocacy for racial justice and inclusiveness.

## 4.00 Commission on Ministry

### 4.10 Membership

Membership of the Commission on Ministry shall consist of equal numbers of teaching elders (ministers) and ruling elders (*Book of Order*, G-3.0307). There shall be forty-six (46) voting members, with fifteen members from each of the three Missional Communities as equally divided between ruling elders and teaching elders as is possible and a teaching or ruling elder as Chairperson of the Commission on Ministry who is not a member of any of the three community Commissions on Ministry. The General Presbyter/Stated Clerk and the three Mission Coordinators serve as advisory members without vote. (See Section 5.31 of *Manual*.)

### 4.11 Mission

To serve as pastor and counselor to teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators of the presbytery; to facilitate the relations between the presbytery and its congregations, teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient and to provide for the training, examination and commissioning of ruling elders to particular pastoral service. (G-3.0307; 2.0903; 2.10)

### 4.12 Responsibilities

The **responsibilities** of the Commission on Ministry and its three Community Commissions are spelled out in the *Commission on Ministry Handbook* and include:

1. To develop, review and revise annual goals, objectives, and action plans, to keep full minutes of meetings and actions and to report to the Presbytery on any actions taken on its behalf;
2. to facilitate Church-Pastor relations;
3. to work with the Missional Communities to develop strategies for the mission of the church in its area;
4. to work through the Missional Community Commissions on Ministry with churches in the Missional Communities their leadership groups to address specific needs as they apply to the work of the Committee on Ministry;
5. to carry out the constitutionally-assigned functions of examining, receiving, counseling, and dismissing ministers;
6. to carry out a preliminary examination of candidates for ordination who shall ordinarily preach a sermon before the Presbytery or one of its Missional Community Gatherings as part of the floor examination for ordination;
7. to arrange for the introduction of new teaching elders (ministers) to the Presbytery including sharing of their statements of faith and biographical sketches;
8. to coordinate the training and examination of ruling elders who sense a call to particular pastoral ministry as Commissioned Ruling Elders and provide for their oversight and continuing education;
9. to minister to the ministers and their families;
10. to counsel with the Pastor Nominating Committees, and to advise the Sessions of vacant churches with regard to pastoral services;

11. to carry out applicable provisions of the sexual misconduct, ethics, and boundary training and certification policies;
12. to examine non-PC(USA) ministers being considered for pastoral leadership by congregations in the Presbytery and to provide training and support to any of those permitted to serve congregations of the Presbytery;
13. to work with the Missional Community Mission Coordinators in providing care for churches and their pastors, in counseling churches with regard to pastoral services, and in addressing conflicts and issues that may arise including the appointment of Committees of Inquiry or Administrative Commissions;
14. to appoint Pastoral Teams to work congregations discerning their relationship with the PC(USA) as outlined in the Presbytery's Separation Policy.

#### **4.13 Commission Power**

The Commission on Ministry and its Community Commissions shall have authority to act for the Presbytery on the following limited matters as detailed in the *Book of Order* and the *Commission on Ministry Handbook*:

1. Grant permission for minister members (Teaching Elders) to engage in work outside the geographic bounds and/or jurisdiction of this Presbytery (G-2.0502 and G-2.0503), and to grant permission to minister members of other presbyteries to engage in work within the bounds and/or jurisdiction of this presbytery.
2. Commission Ruling Elders to pastoral service in a congregation – G-2.1002
3. Validate the ministry of Teaching Elders who are not serving in a pastoral relationship in a particular church and review that ministry on an annual basis – G-2.0503
4. Grant Honorable Retired status to teaching elders – 2.0503c.
5. Approve pastoral relationships in:
  - a. Installed pastoral relationships – G-2.0504a
  - b. Temporary pastoral relationships – G-2.0504b
  - c. Approve terms of call – G-3.0109b(3)
6. Receive the transfer of ministers of other denominations:
  - a. As full members of the Presbytery – G-2.0505
  - b. As temporary members of the Presbytery – G-2.0506
7. Release Teaching Elders from ministry at their request – G-2.0507
8. Appoint moderators for sessions without an installed pastor – G-3.0104
9. Name Administrative Commissions to ordain and/or install Teaching Elders to pastoral relationships – G-3.0109b(2); G-3.0109b(3)
10. Examine and receive into membership Teaching Elders seeking admission to presbytery – G-3.0109b(3)
11. Counsel with sessions concerning reported difficulties – G-3.0303d(1) – (3)

#### **4.14 Authority Reserved to Full Presbytery**

Any other responsibilities found in the *Book of Order* are reserved to the Presbytery and/or its Missional Communities. In particular, the Commission on Ministry **shall not** take action

concerning the following matters as detailed in the *Book of Order*, **but may** make a recommendation to the full Presbytery for **its action**.

1. Removal of the name of a Teaching Elder from the role of the Presbytery for failure to be engaged in a validated ministry or to fulfill the criteria for membership-at-large (G-2.0508) or for persisting in work disapproved by the presbytery (G-2.0509).
2. Establish minimum compensation for Teaching Elders, Certified Christian Educators and Certified Associate Christian Educators – G-3.0103c

#### **4.15 Authority Reserved to Presbytery and/or Missional Communities**

Any other responsibilities found in the *Book of Order* are reserved to the Presbytery and/or its Missional Communities. In particular, the Commission on Ministry **shall not** take action concerning the following matters as detailed in the *Book of Order*, **but may** make a recommendation to the full Presbytery or its Missional Communities for **its action**.

1. Assumption of original jurisdiction of a session – G-3.0303e
2. Exceptions to the prohibition on calling of an Associate Pastor as the next Installed Pastor of a congregation or the calling of a Teaching Elder engaged in a temporary pastoral relationship as the next Installed Pastor of a congregation – G-2.0504c.
3. Examination of candidates for ordination as teaching elders.



## **5.00 Committee on Nominations**

### **5.10 Membership**

Membership of the Committee on Nominations shall be fifteen voting members, with at least four from each of the three communities of presbytery. (See Section 5.30 of the Manual of Administrative Operations) A representative of the Committee on Representation shall be an advisory member with voice and no vote.

### **5.11 Election**

Voting members of the Committee on Nominations shall be nominated by the outgoing Moderator of Presbytery annually at the Fall Stated Meeting and elected by the Presbytery. Nominations may also be made from the floor of presbytery.

### **5.12 Structure of the Committee**

The Committee on Nominations shall have a Chair, a Vice-Chair, and a Secretary. The Chair shall be recommended to the presbytery by retiring Moderator of the Presbytery.

### **5.13 Quorum**

A quorum shall be a simple majority of those elected, voting members.

### **5.14 Mission**

To identify and nominate qualified candidates to serve on various committees and work groups of the Presbytery.

### **5.15 Responsibilities**

1. to work closely with the leadership of the Mission Communities of the Presbytery on specific needs for leadership of Presbytery committees and work groups;
2. to nominate members of the Committees of the full Presbytery (except for the Committee on Nominations), the Response Coordination Team and the Permanent Judicial Commission in accord with the requirements of Manual of Administrative Operations of the Presbytery;
3. to nominate the Moderator and Vice-Moderator of the full Presbytery;
4. to nominate the Chair and Vice-Chair of the Presbytery Mission Cabinet;
5. to nominate the Chairs of the Committees of the full Presbytery;
6. to nominate Commissioners and Young Adult Advisory Delegates to meetings of General Assembly and Synod (see Appendix for guidelines);
7. to suggest to the Synod and General Assembly nominating committees the names of persons for service on committees of the Synod and the General Assembly.

## **6.00 Committee on Preparation for Ministry**

### **6.10 Membership**

Membership of the Committee on Preparation for Ministry shall be twelve voting members, with at least two from each of the three communities of presbytery. (See 7.01) The General Presbyter/Stated Clerk serves as an advisory member without vote.

### **6.11 Mission**

To have responsibility for care and oversight of persons from churches in the Presbytery who are preparing for ministry of Word and Sacrament and other church vocations.

### **6.12 Responsibilities**

The Committee on Preparation for Ministry shall have responsibility for all those duties described in the *Book of Order*, G-2.06:

- a. to review and revise annual goals, objectives, action plans, and prepare annual reports and minutes;
- b. to work with regional leadership groups on specific needs;
- c. to take the lead in providing supervision, oversight, care and encouragement for persons preparing for service as ministers of Word and Sacrament and other church professions;
- d. to promote ministry as a career option among the churches and other church professionals and institutions of the Presbytery of Coastal Carolina.

### **6.13 Commission Power**

The Committee on Preparation for Ministry is granted authority, when all pertinent requirements have been met, to enroll inquirers and to dismiss inquirers and candidates for ministry to other Presbyteries and report these actions to the next stated meeting of Presbytery. The Committee on Preparation for Ministry shall appoint ruling elders and teaching elders to serve as this Presbytery's readers of examinations for candidates for ordination (*Book of Order*, G-3.0202b).

## **7.00 Committee on Representation**

### **7.10 Membership**

Membership of the Committee on Representation shall be at least six voting members, representing the three Missional Communities of the Presbytery. In so far as possible, the committee shall include male and female, young adults, clergy and lay persons, and persons with disabilities. A majority of the membership shall be racial ethnic persons.

### **7.11 Mission**

To advise Presbytery Mission Cabinet regarding the implementation of principles of unity and diversity; to advocate for diversity in leadership; and to consult with Presbytery Mission Cabinet on the employment of personnel in accordance with the principles of unity and diversity in the *Book of Order* F-1.0403.

### **7.12 Responsibilities**

The Committee on Representation shall have the following responsibilities based on the *Book of Order*, G-3.0103:

- a. To work with the Committee on Nominations to assure inclusiveness in nominating persons to committees of Presbytery.
- b. To report to the Presbytery and Synod annual goals and objectives, minutes, and an annual report on the inclusiveness of the membership of Presbytery committees.
- c. To assure that Presbytery Mission Cabinet and staff practice the principles of inclusiveness and diversity in all policy development and hiring practices.
- d. To provide resources to congregations, in consultation with the mission coordinators, on inclusiveness and diversity.

### ***Book of Order: G-3.0103 Participation and Representation***

The councils of the church shall give full expression to the rich diversity of the church's membership and shall provide for full participation and access to representation in decision-making and employment practices (F-1.0403). In fulfilling this commitment, councils shall give due consideration to both the gifts and requirements for ministry (G-2.0104) and the right of people in congregations and councils to elect their officers (F-3.0106).

Each council shall develop procedures and mechanisms for promoting and reviewing that body's implementation of the church's commitment to inclusiveness and representation. Councils above the session shall establish by their own rule committees on representation to fulfill the following functions: to advise the council regarding the implementation of principles of unity and diversity, to advocate for diversity in leadership, and to consult with the council on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403. A committee on representation should not be merged with another committee or made a subcommittee of another committee.

## **8.00 Committee for Stewardship Development**

### **8.10 Membership**

Membership of the Committee for Stewardship Development shall be nine voting members, with at least two people from each of the three communities of presbytery and including persons who have special skills in stewardship and funds development. (See 7.01)

### **8.11 Mission**

To plan and oversee opportunities for mission interpretation, stewardship education, and funds development, including capital campaigns for presbytery's mission.

### **8.12 Responsibilities**

- a. to review and revise annual goals, objectives, action plans, and prepare annual reports and minutes;
- b. to work with the Presbytery Mission Cabinet, with Mission Coordinators, and with congregations to interpret the program and mission of the whole Church, and to encourage and enable support for the work of the Church;
- c. to provide resources and training opportunities for local church leaders in stewardship responsibility and in church programs of stewardship;
- d. to encourage the use of year-round programs of stewardship of time, talent, and resources;
- e. to interpret and encourage support of Special Offerings authorized by the General Assembly or the Synod, working with other committees of the Presbytery as appropriate;
- f. to advise the Presbytery Mission Cabinet with regard to strategies for securing adequate funds for mission and ministry;
- g. to oversee any capital funds campaigns authorized by the Presbytery Mission Cabinet.

## **9.00 Committee on Strategic Planning and Organizational Review**

### **9.10 Membership**

Membership of the Committee for Strategic Planning and Organizational Review shall be nine voting members, with at least two from each of the three Missional Communities of the presbytery. The General Presbyter/Stated Clerk serves as an advisory member without vote.

### **9.11 Mission**

To oversee the various aspects of Strategic Planning and Organizational Review for the Presbytery.

### **9.12 Responsibilities**

#### **Strategic Planning**

- a. to oversee the strategic planning process relating to vision, mission, core values, goals, objectives and action plan;
- b. to provide tools to Presbytery's Cabinet and staff for development of annual goals, objectives and action plans;
- c. to communicate annually to the committees of Presbytery the shared vision of the Presbytery.
- d. to be the vehicle for sessions, pastors, and congregations to communicate their input with regard to the work of the Presbytery and the implementation of the 5-year plan.
- e. to serve as a resource to local churches for long range planning strategies;

#### **Organizational Review**

- a. to review the organizational design of the Presbytery with reference to the importance of meeting the needs of local churches;
- b. to provide an evaluation instrument for Presbytery, Cabinet, and Committee, meetings;

## **10.00 Permanent Judicial Commission**

### **10.10 Membership**

Membership of the Permanent Judicial Commission shall be seven members, teaching elders and ruling elders in as nearly equal numbers as possible, for six-year terms in three classes, in accord with the requirements of *Book of Order*, D-5.0000.

### **10.11 Responsibilities**

The Permanent Judicial Commission shall have responsibilities detailed in the *Rules of Discipline* of the *Book of Order* and shall conduct its business in strict accord with the requirements of the *Rules of Discipline*.

### **10.12 Initiation of Preliminary Procedures in Judicial Process**

- a. When the Stated Clerk receives notification that the Presbytery is a respondent in a remedial case, as soon as possible the Stated Clerk shall notify the Moderator of Presbytery, who promptly shall appoint a committee of counsel of three persons provided for in Section D-6.0300 of the *Book of Order*. These actions shall be reported to Presbytery at its next stated meeting.
- b. When the Stated Clerk receives an accusation filed according to section D-10.0100 of the *Book of Order*, as soon as possible the Stated Clerk shall notify the Moderator of Presbytery, who promptly shall appoint an investigating committee of five persons as provided in Section D-10.0201 of the *Book of Order*. These actions shall be reported to Presbytery at its next meeting.
- c. When the Stated Clerk receives a request for an inquiry for vindication under Section D-9.0000 of the *Book of Order*, the Commission on Ministry shall function as Presbytery's "appropriate committee" to ascertain whether it is proper to grant the request (D-9.0101a).

## **11.00 Response Coordinating Team**

### **11.10 Membership**

The Response Coordination Team (hereinafter RCT) is a committee of seven (7) ministers, elders, and members of churches of Presbytery of Coastal Carolina responsible for coordinating Presbytery's response under this Policy to reports of alleged sexual misconduct. Members of the RCT shall be elected by the Presbytery upon nomination by the Committee on Nominations, with the goal of having one person on the RCT from each of the Presbytery's six regions. The RCT shall be composed of three classes of approximately equal size. Terms of service shall be three years, except that members may be elected to shorter terms in order to establish classes or to fill unexpired terms. The RCT shall designate one member as the Chair.

### **11.11 Mission**

The RCT is charged with the responsibility to assure that an objective, effective, expeditious, and caring response is made to reports of sexual misconduct.

### **11.12 Responsibilities**

The Response Coordination Team shall work in consultation with the Stated Clerk, the Chairs of the Committee on Ministry and the Personnel Committee, and the executive committee of Presbytery Council to recruit a pool of resource persons to serve effectively as potential members of a Care Team. The pool should consist of at least eight persons from each of the Presbytery's three Missional Communities, and may be comprised in part of one or more members of the RCT. Individuals in the pool shall be expected to participate in only one Care Team in a period of three years. Additional teams may be implemented if needed. The RCT should seek to recruit as potential Care Team members persons who possess professional expertise and/or extensive experience in the following areas:

- Psychological counseling, with particular experience in the area of sexual abuse and its aftermath, as well as pastoral care;
- Child advocacy;
- Law, with particular experience in sexual harassment or abuse, civil tort proceedings, criminal proceedings involving matters of due process, and domestic relations law;
- Conflict management and resolution;
- Insurance and risk management; and
- Personnel management and training.

## **12.00 Committee on Self-Development of People**

### **12.10 Membership**

Membership of the Committee on Self-Development of People shall be no less than six. No less than  $\frac{3}{4}$  of the committee shall be Presbyterian; the majority of the committee shall be racial ethnic minorities.

### **12.11 Mission**

To partner with others seeking to change the structures that perpetuate poverty, oppression and injustice.

### **12.12 Responsibilities**

1. to review and validate self-development projects, in consultation with the National Committee on Self-Development of People;
2. to receive proposals and fund projects in accord with the guidelines and criteria of the National Committee on Self-Development of People;
3. to promote the cause of self-development of people within Presbytery;
4. to advocate for the needs of the poor and oppressed people within the bounds of Presbytery;
5. to engage in dialogue with communities of poor and oppressed people to seek ways and means for Presbytery to be engaged in partnership with them.

**12.13** The Committee on Self-Development of People conforms in membership, mission and responsibilities to guidelines established by the national committee. While the committee is not considered one of Presbytery's Program or Operational Committees because of its unique nature, this committee description is included with those of the operational committees.



## **Functions of the of the Missional Communities**

Certain critical, core functions of our life together as the Presbytery of Coastal Carolina are assigned to the three Missional Communities (East, Central, and West) in order to link them more closely to the congregations that make up the Presbytery and to enable the Mission Communities to respond more quickly and concretely to the needs of local congregations and their members.

This plan does not spell out how these core functions should be carried out. We hope that each Missional Community will develop a variety of ways of addressing these (and other functions) in their part of the Presbytery. These responses may well involve sharing ideas, personnel, and resources across two or more of the Missional Communities – just as a Missional Community may focus its attention on a part of its region.

In addition to informal coordination among the three Missional Communities, a major part of the work of the Presbytery Mission Cabinet will be to learn from and enable the mission of the three Missional Communities.

The functions listed below are intended as suggestions for consideration by the Missional Communities as they plan their work and life together. Programs to support these critical functions might take place at Community Gatherings, in other Community-wide events, or in smaller groupings of congregations.

### **CF-1.00      Christian Formation**

The Missional Communities (either jointly or independently) should consider opportunities to promote Christian formation and leadership development within and among their congregations. Such formation should focus on equipping leaders and members of our congregations to be more active disciples and apostles of the Gospel of Jesus Christ in their communities and to support the ministry and mission of their congregations.

### **CF-2.00      Congregational Vitality (Transformation)**

The Missional Communities (either jointly or independently) should consider opportunities to develop vibrant congregations within and among their Communities. Such development should focus on assisting congregations to discover the abundant spiritual resources within our faith in Jesus Christ and a clearer sense of their call to join in God's mission in the world.

### **CF-3.00      Shared Mission**

To promote and support the mission of Presbytery and PC(USA), special ministries such as campus ministries, prison ministries, counseling centers, and ecumenical and institutional relations.

The Missional Communities (either jointly or independently) should consider opportunities to develop concrete ways that congregations or groups of congregations could join together in God's mission to the world. These shared mission opportunities could take many forms including joint work camps, community gardens or other hunger action projects, support of mission coworkers in other countries through Presbyterian World Mission, mission fairs, Habitat for Humanity builds, barn-raising for neighboring congregations, campus ministry programs, support of key community ministries within the Missional Community, etc.

### **CF-4.00      Sessional Records**

To fulfill the *Book of Order* (G-3.0108a) responsibilities of annual review of the proceedings and actions of sessions under its care.

The Missional Communities (either jointly or independently) should develop mechanisms for the review of sessional records including their minutes, rolls, and registers and report their findings to the Missional Community or Presbytery as appropriate.

## **Functions of the of the Presbytery Mission Cabinet**

In addition to its roles as guardian of the vision of the Presbytery, monitor of administrative and fiduciary requirements, and coordination of ministry across the Presbytery, the Presbytery Mission Cabinet is charged with coordinating certain key functions of the whole Presbytery so that they are available to each Missional Community, Committee or other work group within the Presbytery. Among these general functions are the following:

### **PF-1.00      Communications**

The Presbytery Mission Cabinet will establish a way to support the work of the Presbytery through good communication networks and technologies. Special attention should be given to equipping the committees, Missional Communities, and other parts of the Presbytery to share a coherent and positive message of our work for Jesus Christ in the world.

### **PF-2.00      Hunger Action**

The Presbytery Mission Cabinet will establish a way to promote Christian action on hunger issues including raising funds and distributing them to programs that address both the root causes of poverty and hunger and assisting those who are currently experiencing food insecurity. These approaches may be in coordination with the three Missional Communities or through other organizations, institutions, or congregational initiatives.

### **PF-3.00      Mexico Partnership**

The Presbytery Mission Cabinet will establish a way to promote our partnership with the Gulf of Mexico Presbytery and to encourage both congregation-to-congregation partnerships and joint projects in which the two presbyteries can share.

### **PF-4.00      New Church Development**

The Presbytery Mission Cabinet will establish a way to support the development of various worshipping communities into congregations of this Presbytery as well as exploring new opportunities to establish worshipping communities and/or new church developments. The PMC is also responsible establishing a mechanism for supervising any new church developments and for encouraging the financial support of new church developments.

### **PF-5.00      Peacemaking**

The Presbytery Mission Cabinet will establish a way to support peacemaking efforts within the Presbytery and its Missional Communities by promoting and coordinating initiatives of the Presbyterian Mission Agency, the Office of Public Witness and the Presbyterian mission to the United Nations and developing its own programs of peacemaking.

## **PF-6.00      Resource Center**

The Presbytery Mission Cabinet will establish a way to continue to support and oversee the Presbytery's Resource Center and its Director, the Associate for Resources. This will include establishing a budget for the Center, encouraging the use of the Center across the Presbytery, and by receiving the reports of the Director and supporting her work.

## **PF-7.00      Youth Ministry**

The Presbytery Mission Cabinet will establish a way to continue to support the Presbytery-wide Youth Program by receiving reports from the Associate for Youth Ministry, assisting in establishing and supporting the Presbytery Youth Council, and coordinating the Presbytery's youth work with that may develop among the Missional Communities.

## **PF-8.00      Temporary/Ad Hoc Functions**

The Presbytery Mission Cabinet may establish special work groups and assign them short-term tasks as needed and appropriate. Any work group so formed should have a definite assignment, a budget within which to work, and a method of evaluation and reporting.

# **Standing Committees of the Presbytery Mission Cabinet**

## **SC-1.00     Executive Committee**

### **1.10     Membership:**

The Executive Committee shall consist of:

1.     the Chair of the Mission Cabinet
- 2-4.   one representative of each Missional Community (selected by the Mission Cabinet),
5.     the General Presbyter/Stated Clerk of Presbytery
6.     the Treasurer of the Presbytery

### **1.11     Mission**

The Executive Committee shall have the authority to act in emergency situations within the authority of the Mission Cabinet when such action cannot wait for the next meeting of the full Mission Cabinet. Any such action taken shall be reported to the next meeting of the Presbytery Mission Cabinet.

## **SC-2.00     Finance and Property Committee**

### **2.10     Membership:**

The Chair of the Presbytery Mission Cabinet shall appoint, with the concurrence of the members of the Mission Cabinet, persons with the necessary skills and background to the Finance and Property Committee.

### **2.11     Mission**

The Finance and Property Committee shall exercise proper oversight over the finances and property of the Presbytery including developing an annual budget, arranging for an annual financial audit, and recommending to the Presbytery actions on financial and property issues.

### **2.12     Financial Responsibilities**

1.     to develop a narrative, goal-oriented biennial budget for recommendation to Presbytery, in cooperation with committees and related groups, and in consultation with the Councils of Synod and General Assembly;
2.     to communicate to each local church a suggested level of benevolence giving for each annual budget as part of the annual stewardship campaign.
3.     to exercise oversight of budgeted expenditures, financial records and procedures;
4.     to review all “special gifts” (other than those defined in paragraph 15.01.c) received and to present them through the Presbytery Mission Cabinet for action at the next meeting of Presbytery;
5.     to review, as requested by the Committee for Church Revitalization and Transformation, applications for loans or grants from non-budgeted church development funds of Presbytery, Synod, or General Assembly, and to advise that Committee concerning the financial aspects of the applications;
6.     to review the report of the annual financial review with Council each year;

7. to recommend amendments to the budget to the Cabinet for submission to Presbytery for final action;
8. to solicit input from all Committees, Synod, and General Assembly prior to development of a proposed biennial budget.
9. to propose budget policies and procedures to the Presbytery Mission Cabinet for approval.
10. to manage and invest funds according to the Investment Policy of Presbytery.
11. to keep the Asset Management Manual up to date and recommend changes to the Mission Cabinet and submission to Presbytery for final action;
12. to keep churches informed about changes in IRS rules and regulations that affect tax reporting.

### **2.13 Property Responsibilities**

1. to oversee the care, maintenance, and replacement of real property, equipment, and vehicles owned by Presbytery, except as this responsibility is assigned to a Program Committee or Operational Committee;
2. to review and recommend insurance coverage on Presbytery properties;
3. to conduct annual physical inspection of Presbytery's real properties, furnishings and vehicles, reporting to the Presbytery Mission Cabinet.
4. to maintain an up to date inventory on all real property; furnishings, equipment and vehicles, reporting to the Presbytery Mission Cabinet;
5. to consider and make recommendations to the Presbytery Mission Cabinet regarding requests received from churches for permission to sell, mortgage or otherwise encumber their real property or lease their property, in accordance with G-4.0206.
6. to consider the details of any construction project on Presbytery property beyond routine maintenance, for adequacy of plans, time lines, contractors, etc.

## **SC-3.00 Personnel Committee**

### **3.10 Membership:**

The Chair of the Presbytery Mission Cabinet shall appoint, with the concurrence of the members of the Mission Cabinet, persons with the necessary skills and background to the Personnel Committee.

### **3.11 Mission**

The Personnel Committee shall exercise proper oversight over the staff of the Presbytery including evaluating the work of the General Presbyter/Stated Clerk, assuring that evaluation of other staff members is carried out annually, maintaining the Personnel Policies of the Presbytery, and providing resource and support to the General Presbytery as needed in dealing with personnel issues.

### **3.12 Responsibilities**

1. to review and recommend personnel policies
2. to review the General Presbyter's conduct of the annual evaluation of all staff;
3. to review and recommend salaries for Administrative Staff.
4. to work with the GP/SC in development of an evaluation form and position descriptions.
5. to evaluate the GP/SC with input from Presbytery committee chairs, and report to the Mission Cabinet in executive session.

**Presbytery of Coastal Carolina**  
**Mission Cabinet**  
Supplemental Report to Presbytery  
10-10-15

**Action Items:**

4. *Your Mission Cabinet recommends the following amendment to the Manual of Operations. This is the second reading and will be debated and voted on October 10, 2015*

**8.20 Committee for Church Revitalization and Transformation**

**8.23 Responsibilities**

c. be amended to be read as follows: “to work with sessions who seek to develop cooperative arrangements with one or more other churches, working in close collaboration with the Committee on Ministry.”

**8.23 [delete responsibility h. under Revitalization]**

~~h. to set numerical membership growth goals within regions and among churches;~~

**Note: Revised Separation Policy**

Comments received from members of the Presbytery to the Revised Separation Policy are on the Presbytery’s website at: <http://presbycc.org/2015/separation-policy-revisions/>

The Proposed Revision to the Policy is part of the Mission Cabinet Report that was included in the advanced packet. The advanced packet can be found here: <http://presbycc.org/wp-content/uploads/2015/01/Advance-packet-10-10-15.pdf>



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## Independent Auditors' Report

Board of Directors  
The Presbytery of Coastal Carolina, Inc.  
Elizabethtown, North Carolina

We have audited the accompanying financial statements of The Presbytery of Coastal Carolina, Inc. (a nonprofit organization), which comprise the statement of assets, liabilities and net assets-modified cash basis as of December 31, 2014, and the related statement of support, revenue and expenses-modified cash basis for the year then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities and net assets of The Presbytery of Coastal Carolina, Inc. as of December 31, 2014, and its support, revenue and expenses for the year then ended, on the basis of accounting described in Note 1.

### Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is the basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

*Thompson, Price, Scott, Adams & Co., P.A.*

Elizabethtown, North Carolina  
June 24, 2015

## **Is Your Church Ready to Move from “GOOD” TO “*GREAT*?”**

**The “Good to Great” workshop is designed for congregations that are strong or stable but might be beginning to wonder how they can develop and maintain creative, faithful momentum.**

This day-long workshop introduces resources that can help your congregation to:

- build on its strengths while developing flexibility
- build up its spiritual imagination
- respond (rather than resist or react) to trends in the world around it
- pay attention, without fear or judgment, to the congregation’s “deep energy”
- create the rhythms necessary for *sustaining long-term*, faithful vitality

**Facilitators**—The Rev. Drs. Beverly and George Thompson,  
Presbytery’s Missional Transformation Coaches

- Authors of Grace for the Journey: Practices and Possibilities for In-Between Times, Ready to Lead: Harnessing the Energy in You and Around You, and other church books and articles
- Former Alban Institute Field Consultants
- George: fourteen years a seminary professor in leadership and ministry practice
- Beverly: retreat leader and certified spiritual director

**Workshops are scheduled** in Communities, on a Saturday, once a critical mass of interest is established in an area

**Fee:** participating congregations will pay \$250 each (to the Committee on Congregational Revitalization and Transformation--CCRT) and may send several Elders each

**To sign up** for a workshop, contact your Mission Coordinator



**Presbytery of Coastal Carolina**  
**Committee for Nominations and Volunteers**  
Supplemental Report to Presbytery  
10-10-15

**Action Items:**

1. Motion to make changes to Manual of Administrative Operations:  
8.11 Membership *change* 12 voting members to 9 voting members and *delete* “the Moderator of Presbyterian Women for designee, Moderator of Presbyterian Men or designee, and a Representative of the Youth Council.
2. Your Nominating Committee placed the following persons (second reading) in nomination as commissioners to the 2016 General Assembly to be held July 18 – 25 in Portland, OR:

**East Community**

**Teaching Elders** (8 Applicants)

John N. Causey – *Commissioner* (Shallotte)  
William T. Young – *Alternate* (Sneads Ferry)

**Ruling Elders** (2 Applicants)

Mebane Boyd – *Commissioner* (Winter Park)  
Curt Simpson – *Alternate* (Wallace)

**Central Community**

**Teaching Elders** (3 Applicants)

John Bryan, II – *Commissioner* (MAL)  
Steuart Link – *Alternate* (Mission Coord.)

**Ruling Elders** (4 Applicants)

Rosia Freeman – *Commissioner* (Haymount)  
William P. Pope, III – *Alternate* (1<sup>st</sup>. Whiteville)

**West Community**

**Teaching Elders** (1 Applicant)

Laura Lupton – *Commissioner* (Miss. Coord.)  
Mamie Wilson-Hooker – *Alternate*

**Ruling Elders** (3 Applicants)

Naomi Newton – *Commissioner* (Silver Hill)  
John Baker, III – *Alternate* (First Carthage)

**At Large**

**Teaching Elders**

LaVera Parato – *Commissioner*  
David McDonald – *Alternate*

**Ruling Elders**

William Millar – *Commissioner* (Saint Pauls)  
Cheryl Priest Batten – *Alternate* (White Plains)

**Young Adult Advisory Delegate**

Alex Fischer – Westminster Church Fayetteville

3. Approve the following names for **Presbytery Mission Cabinet:**

- Chair of Mission Cabinet - Rev. Bill Goodnight
- Vice-Chair of Mission Cabinet – Rev. James A. Belle

4. Approve the following names nominated to committees:

**Response Coordinating Team**

Class of 2018

Chair, Rev. Joseph Washburn, Rev. Tyler A. Williams

**Committee for African-American**

Class of 2018

Rev. Martel Jones, Mr. William Crawford, Rev. Willie McCaskill

**Committee for Christian Education**

Class of 2017

Chair, Rev. Elizabeth G. Forester

Class of 2018

Ms. Jennifer Vanderbilt, Rev. Jonathan C. Watson, Ms. Cathy Mooney

**Committee for Church Revitalization & Transformation**

Class of 2018

Chair, Rev. William C. Hayes, Rev. P. Emile Harley, Rev. Clarence Page

**Committee for Communications**

Class of 2018

Ms. Sachelle Dorencamp

**Committee for Mission & Outreach**

Class of 2018

Rev. James D. Ewing, Mr. Paul Wright Killian, Rev. Glen Hallead

**Committee for New Church Development**

Class of 2016

Joyce Winkler

Class of 2018

Rev. Jerry D. Bron, Rev. Robert H. Lapp

**Committee on Preparation for Ministry**

Class of 2016

Jim Sills

Class of 2017

Matthew Jackson

Class of 2018

Rev. Matthew Henderson, Mr. Pat Barrow, Rev. Karen Allen, Ms. Connie Pratt

**Committee on Representation**

Class of 2016

Rosia (Gerri) Freeman

Class of 2018

Ms. Nancy Lanier

**Committee on Sessional Records/Overtures/Higher Council Directives**

Class of 2018

Ms. May Craven, Rev. Patrick Thomas Rabun, Rev. Charlie Love

**Committee for Strategic Planning & Organizational Review**

Class of 2016

Chair, Rev. Dr. J. Ernest Johnson

Class of 2018

Mr. Nick Ferrante, Mr. Bob Fry

**Latino-Hispanic Ministries**

Class of 2018

Rev. Miguel A. Aragon, Mr. Huber Bravo

**Committee on Ministry**

**East**

Class of 2018

Rev. David Augustus, Rev. Ann Jahnes

**Central**

Class of 2017

Mr. Rob Price

Class of 2018

Rev. Rogers Randall

**West**

Class of 2018

Mr. Rogers Simmons, Rev. Roger Horne

**Stewardship Development**

Class of 2018

Rev. Charles D. Lee, Mr. Bob Simon

## 236<sup>TH</sup> STATED MEETING HIGHLIGHTS

### **“CALLED AS PARTNERS IN CHRIST’S SERVICE”** (John 17:20-23)

Stock Car and Championship World Bike Racing won media headlines September 10-28<sup>th</sup> in Richmond. Teams, pairing and partnerships were essential to developing a winning game plan. Sandwiched between supercharged roaring engines and premier world-class athletes peddling up to 160 miles, was a different race. This race was designed so that everyone could become winners. Ecclesiastes 9:11 and Matthew 24:3 teaches that the race is not given to the swift, nor the battle to the stronger, nor riches to the intelligent, nor favor to those with knowledge, but to the ones that endure to the



end. This race teaches that the faithful will be victorious even until death. It empowers the church to embrace the idea that brothers and sisters from different walks will complete the race hand in hand as “Partners in Christ’s Service.” Driven by the theme, Synod Moderator Laura Lupton charged up the commissioners and visitors as she convened the 236<sup>th</sup> Synod Assembly with an inspiring guided prayer. The Synod Assembly’s Race was off and running with five categories of business activities dominating the docket.

### 1. DISCERNMENT COMMITTEE REPORT

**Question:** What happens when teaching and ruling elders spend nearly a year praying, worshipping together, studying together, conversing with groups/individuals across the region, listening to many voices, interviewing, surveying and recording stories? Where is God already at work in the region? What is a God leading commissioners to do in partnership with God and each other as we discern the mission and identity of the Synod of the Mid-Atlantic at this time?

**Answer:** The unanimous approval of 7 weighty recommendations, engaging and energizing conversations, and a motion to dismiss the Synod Discernment Committee with the assembly’s deepest appreciation. The answer resulted from the committee’s final report as charged by the 234<sup>th</sup> Synod Assembly. Representing 8 of the synod’s 14 presbyteries, committee members were present to deliver a thought provoking report. Jim Moseley, flanked by Debbie Reese, Beverly Bullock and Karen Thatcher shared the report. George Goodman and Ray Watson were present for a pre-assembly meeting.



**Mandate:** The Discernment Committee Mandate was “To review in total and to recommend to the synod assembly a clarification and or/redirection of the Synod of the Mid-Atlantic’s core mission and ministries in light of actions taken by the 2014 General Assembly to ‘direct a new configuration of synod boundaries to be established [based on an emerging sense of purpose, partnership, context and call] through a collaborative process between synods and presbyteries resulting in no more than 10 to 12 synods.” The synod executive committee will implement each approved recommendations as listed:

- ❖ That there be no administrative boundary changes of the Synod of the Mid-Atlantic
- ❖ That the Synod participate in the November leadership gathering in Dallas and that the outgoing synod moderator, moderator, vice-moderator and discernment chair represent the synod
- ❖ That Synod identify accounts/trusts whose purpose and designation are outdated for the purpose of developing a unified stream of income to operate the synod
- ❖ That new strategies be created to promote synod work to presbyteries and congregations
- ❖ That an annual synod-wide gathering of congregations and constituents be held for the purpose of fellowship, information, cultural exchange, and worship in the model of the “Big Tent”
- ❖ That synod continue conversations with other synods on specific mission partnerships
- ❖ That Synod Grants Committee extend assistance and opportunities to congregations by developing a matching funds initiative for new emergent ministries

### 2. GRANTS/AWARDS TOTALING \$690,696.00

**Kate B. Reynolds** - Distributions totaling \$592,088.00 were made in June 2015 to 477 qualified retired minister members in the presbyteries of Charlotte, Coastal Carolina, New Hope, Salem and Western NC. Each recipient received \$1,324.58.

**Speer Trust Fund** – Awards totaling \$40,000 in grants were approved for projects in their first, second and third years of funding. Each of the eight projects received \$5,000. Churches and organizations include Front Royal PC - House of Hope (SHE); First Pres Durham – Triangle

CAN (NHO); Black Mountain PC – Hope to Home (WNC); Grace PC – Project Literacy - (PEA); 1<sup>st</sup> Pres Wilmington – Grandparent Support Network (CCA); Virginians Organized for Interfaith Community engagement – (NAT); Seigle Avenue PC – College Preparatory Program (CHA); Takoma Park PC – Action in Montgomery (NAT).



**New and Small Church Grants** – Funds totaling \$20,000 were awarded in the amount of \$2,500 each to seven churches: New Friendship (CHA), Pineola (WNC), Colonial Heights (JAM), St. Paul (CHA), Falling Waters (SHE), Franklin (EVA), The Bridge (CCA), and Vision of Washington (AKAP). One Visionary Grant was awarded for \$2,500 to Good Hope (WNC). The committee will consider applications only if they are postmarked dated/faxed with all supporting documents by the deadline. Deadlines for all grants and awards for New and Small Church, Visionary, Peacemaking and Scholarship are Feb 1st and Sept 1st.

**Presbytery Initiatives** – Grants totaling \$20,200 were awarded to five proposals from Caucuses, Presbyterian women and Presbyteries. They include: NAT and NEW Presbyteries – \$2,000 for a New Pastors Retreat; Synod Black Caucus - \$5,000 for program development; Presbyterian Women - \$3,200 for Moms and Kids Mission; CHA and NHO Presbyteries - \$5,000 for Charlotte Youth Ministry Consortium; and PEA and JAM Presbyteries - \$5,000 for the Protestant Center for Pastoral Care.

**Jubilee Fund** – Grants totaling \$16,828 were awarded to four churches in the amount of \$4,207 each. These ministries are: Calvary PC (CCA) – A music camp ministry; Carver Memorial PC (EVA) – A worship Intern; Catawba PC (CHA) – A summer enrichment program; and CN Jenkins PC (CHA) – Freedom School 2015.

### 3. WORSHIP/FELLOWSHIP/HAIL/FAREWELL

**Monday Evening Worship:** Care and sensitivity were observed as Commissioners entered worship and communion services in John Brown Memorial Chapel. One representative from each presbytery called out the names and transition dates of teaching elders who's Baptism have been made complete as we observe the Necrology Report. Teaching Elder Larry James, Pastor of Grier Heights PC, Charlotte, preached a sermon expressing the need to have a personal relationship with Christ in order to fortify genuine partnerships. The synod moderator and the guest preacher partnered to administer the Lord's Supper.

**Tuesday Morning Prayer:** Commissioners gathered in triads to pray as the instructions. Each team took turns to pray for presbyteries, synod, churches, world, those that mourn, the sick, the troubled and for those that are unable themselves.



moderator dispensed families back home, the and unwilling to pray for

**Tuesday Installation Service:** Moderator Lupton conducted worship as she and Alice Tewell as the Moderator and Vice-Moderator respectively. Upon Moderator Sanders presented service certificates to commissioners whose meeting. Persons recognized were Ellen Blose-SHE, Edward Boyce-PCC; Lynn Burris-CHA; Eddie Deas III-WNC; James Pak-AKAP; and Kenna Payne-JAM. He presented past moderator Lupton with a framed picture of herself and representations from PCC. Laura offered words of appreciation to the Assembly for their support and cooperation for her two years as v-moderator and moderator. A cake was the center piece for the moderator's and vice moderator's reception as the Assembly concluded.

installed David Sanders assuming the gavel, terms ended with this

### 4. ADMINISTRATION AND FINANCES

**Standing Rules** – The following changes to the standing rules were approved by the 236<sup>th</sup> Synod Assembly: (1) To place a three year term limit of chairs of synod committees. (2) To replace language in the standing rules with that consistent with the Book of Order. (3) To bring into compliance the Synod Permanent Judicial Commission by developing three classes for membership at the end of 2016. (4) To remove reference to sections of the Book of Order in the Synod Standing Rules and Procedures. (5) To celebrate the Lord's Supper at each stated meeting of the synod. (6) Reaffirmed the synod Sexual Misconduct Policy. (7) To retile the Standing Rule and Procedures the "Standing Rules." (8) For all synod committees, with the exception of the six year terms for SPJC, committee members shall consist of three classes serving three year terms, which shall commence at the first of the new calendar year. If a committee member is elected to fill a vacancy, they may begin to serve immediately. Members shall not be eligible to serve consecutive terms, full or partial, totaling more than six years.

**Budget and Finance** – The Finance Committee presented the 2016 budget with a \$ .80 per capita asking. Additional items included: (A) Received the Financial Review Report from Russell Coleman, representing Cherry Bekaert, CPA. (B) Received the portfolio review of RCB Wealth Management from Jeff Chapman, Investor. (C) Reviewed Insurance Policy to assure adequate ad complete coverage. (D) Reviewed

the August year-to-date Financial Statement as presented by the Financial Manager. (E) Adopted the 2016 proposed budget in the amount of \$267,138.00.

## 5. NOMINATIONS AND TERM CLARIFICATION

Commissioners with no presbytery representation on the Synod Nomination Committee will assist the Synod Nominating Committee by identifying Teaching and Ruling Elders from their presbyteries who are willing to fill the vacancies on Synod Permanent Committees. The grid below shows persons elected for new classes. SPJC indicates all existing classes.

Committee	Class	Name	Designation/Term	Presbytery
<i>Moderator</i>	<i>2016</i>	<i>David B. Sanders</i>	<i>BMRE</i>	<i>CHA</i>
<i>Vice Moderator</i>	<i>2016</i>	<i>Alice Tewell</i>	<i>AFTE</i>	<i>NAT</i>
<b>Nominations</b>	2018	Diana "D" Askins	WFRE/2	PCC
	2018	Patrick Dennis	WMTE/1	JAM
	2018	Gerry Hendershot	WMRE/1	NHO
<b>Representation</b>	2018	Kathy Haga	WFTE/1	ABI
	2018	Donna Fair	BFRE/1	CHA
	2018	AW Dickerson	WMRE/1	JAM
<b>Jubilee</b>	2017	John Etheredge	BMRE/1	Caucus
	2018	Julius Jackson	BMRE/2	NEW
	2018	Janice Wells	BFRE/2	PEA
<b>Speer Trust</b>	2018	Dorothy Descieux	WFRE/2	WNC
	2018	Matlynn Yeoman	BFRE/2	PCC
	2018	George Conway	WMTE/1	JAM
<b>Perm Jud Commission</b>	2018	Ray Williams	BMRE/1	PEA
	2016	John Kazanjian	WMTE	BAL
	2016	Wilbur Douglas	BMTE	EVA
	2016	Beth Pyles	WFTE	SHE
	2017	Freddie Peaco	BFRE	NAT
	2017	John Goodman	WMTE	PCC
	2019	Carol Haas	WFRE	NEW
	2019	William Millsaps	WMRE	JAM
	2019	Terry Sholar	WMRE	CHA
	2019	James Pak	AMRE	AKAP
	2019	Bill Parish	WMRE	ABI
	2019	Bill Pittman	WMRE	NHO
	2021	Helen Dean	BFRE	PEA
	2021	Bob Riddle	WMRE	WNC

**Synod Chairpersons:** The following persons chair the synod's permanent, designated committees and commissions. TE Brett Porter – Administration; TE Kevin Powell – Finance; TE Tolokun Omokunde – Grants and Awards; TE Greg Busby – Presbytery Initiatives; RE CW Hargrave – Representation; TE Nancy Rowland – Nominations; TE Carol Haas – SPJC; TE Lawrence Willis – Jubilee Fund; and TE Bill Sitterly – Speer Trust.

**Finishing the Race:** Insightful reports were received from Union Seminary, Massanetta and the Stated Clerk:

- President Brian Blout introduced the seminary's Global Mission Initiative. Donations from it will renovate Richmond Hall and construct the Syngman Rhee Global Mission Center for Christian Ed
- Trustee Randy Smith – Massanetta Springs is debt free. It is currently searching for an Executive Director. Facility usage has increased resulting from amplified outreach to non-PCUSA groups
- Stated Clerk Warren Lesane shared the GAPJC Final Decision for Remedial Case Appeal 222-04 that sustained the SPJC Decision. A statement decrying the murder of the Emanuel Nine and all expressions of racism produced by the Virginia Council of Churches was shared.

The Coastal Carolina Commissioners to this Synod meeting were TE Ed Boyce (Eureka Church) and RE Franklin Arnold (College Heights). TE Laura Lupton served as Moderator and has completed her term. The new Synod Moderator is RE David Sanders from Charlotte Presbytery. Learn about grants, scholarships & volunteering at [www.synatlantic.org](http://www.synatlantic.org)

Presbytery of Coastal Carolina  
**Committee on Preparation for Ministry**  
Supplemental Report to Presbytery  
October 10, 2015  
Rev. Philip K. Gladden, Chairperson

The Committee on Preparation for Ministry met on Saturday, September 26, 2015.

**Information Item:**

The committee approved and enrolled applicant **Travis “T” Worrell** as an Inquirer effective September 26, 2015. “T” is a member of the St. Andrews-Covenant Presbyterian Church in Wilmington, NC and is enrolled at Union Presbyterian Seminary in Charlotte, NC.

**Action Item:**

The committee recommends that the presbytery approve Inquirer **Brett Johnson** as a Candidate for Ordination as Minister of Word and Sacrament, pending his successful completion of the Bible Content Examination in February 2016. Upon successful completion of the exam, Brett’s enrollment date as a Candidate will be October 10, 2015. Brett’s home church is First Presbyterian Church in Fayetteville, NC and he is enrolled as a student at Union Presbyterian Seminary in Charlotte, NC.

**Presbytery of Coastal Carolina**  
**Committee on Ministry**  
Supplemental Report to Presbytery  
10-10-15

**Action Items:**

- F.** Authorize the Administrative Commission named at the June, 2015, meeting of the Presbytery to hold a congregational meeting to dissolve the Bowdens’ Community Church in Faison and, if the way be clear, to dismiss remaining members to other churches and to dispose of the property.

**Consent Agenda:**

**Moderators**

- 7. Glenn Hallead at Cameron Hill

Presbytery of Coastal Carolina  
**Second Supplemental Packet**  
**Committee on Ministry Report to Presbytery**  
June 11, 2015

**COM Action Item C. – Red Springs**

That the Committee of Inquiry (COI) working with the Red Springs Church be dismissed with our thanks and that the Moderator in consultation with the Chair of the Mission Cabinet and the Chair of the Committee on Ministry be authorized to appoint an Administrative Commission to work with the session of the Red Springs Church for the wellbeing of the church. And that the Administrative Commission have the authority to assume original jurisdiction if they are convinced that this is in the best interests of the congregation.

**COM Action Item G. – Flat Branch**

**Background:** The Session of the Flat Branch Church requested to begin a discernment process that might lead to dismissal of the congregation to the Covenant Order of Presbyterians (ECO). A Pastoral Team was appointed by the Committee on Ministry. They met several times with the pastor, the session, and members of the congregation and concluded that there was widespread support across the congregation for separation from the Presbyterian Church (USA). The Mission Cabinet then appointed a Negotiating Team to fulfill the requirements of recent rulings of the Permanent Judicial Commission (PJC). The following terms of dismissal were worked out between the Session and the Negotiating Team and were accepted by a vote of 113 in favor and 0 opposed for a total of 113 members voting at a Congregational Gathering organized by the Pastoral Team on behalf of the Presbytery of Coastal Carolina.

**Action Item:**

- That the denomination known as “ECO: A Covenant Order of Presbyterians” be recognized by this Presbytery as a Reformed Body eligible to receive congregations dismissed by this Presbytery;
- That the congregation now known as “Flat Branch Presbyterian Church” be dismissed, with its property, to the East Central Presbytery of ECO: A Covenant Order of Presbyterians under the following terms mutually agreed to by the Congregation and the Presbytery’s Negotiating Team;
- That the payment of \$31,282.45 will be deposited in the Presbytery’s designated new church development fund for future new church developments; and
- That the pastor, Michael W. Armistead, be dismissed with the congregation to the East Central Presbytery of ECO: A Covenant Order of Presbyterians.

**TERMS OF DISMISSAL**  
of Flat Branch Presbyterian Church from the  
Presbytery of Coastal Carolina, Presbyterian Church (USA)  
October 4, 2015

1. The congregation now known as Flat Branch Presbyterian Church will be dismissed, with its property, to another Reformed body – ECO: A Covenant Order of Evangelical Presbyterians -- , if 75% plus one or more of the active members of the congregation present during a consultative meeting called by the Presbytery in accordance with G-3.0301a. concur with the Session’s request for such dismissal as a confirmation of the congregation’s will.
2. In recognition of our mutual history as laborers in the Kingdom, and in recognition of the Presbytery’s fiduciary responsibility to the Presbyterian Church (USA), the following financial terms shall be paid by the congregation now known as Flat Branch Presbyterian Church to the Presbytery of Coastal Carolina on or before the effective date of dismissal:
  - a. \$ 31,282.45 – 9.67 NET acres of land valued at \$3,235.00 per acre per appraisal dated 5/20/2015 by Paschal Appraisals. The per acre amount represents the appraised value of the land ONLY, discounted for mixed uses of certain parcels, and does not consider the value of improvements OR the church’s cemetery;
  - b. \$ 9,693.00 – the total amount of unpaid per capita, not remitted by the congregation, but paid by the Presbytery from 2009 to 2015;
  - c. \$ 145.00 – the office expense (postage, envelopes, and labels) incurred by Presbytery during the discernment process – (estimated amount – final figure to be determined before congregation’s consultation);



- d. \$ 655.00 – the reimbursed travel expense (mileage) of the Presbytery Stated Clerk, Pastoral Team and Negotiating Team during the discernment process – (estimated maximum amount – final figure to be determined before congregation’s consultation).

Items “a” through “d” – **\$ 41,775.45** – will be due on or before the effective date of dismissal. The money received for the land will be used only for New Church Development.

3. The congregation so dismissed will use the new name “Flat Branch Covenant Presbyterian Church” to reflect the congregation’s new affiliation with a Reformed denomination that is not the PCUSA.
4. The congregation so dismissed will sever all associations with the PCUSA, such as Presbyterian Women, Presbyterian Men, etc.
5. The following obligations should be met within 45 days and must be completed within 180 days (unless extended by mutual agreement between the congregation and the presbytery) of the vote by the Presbytery of Coastal Carolina to concur with the congregation’s request for dismissal to another Reformed denomination, ECO: A Covenant Order of Evangelical Presbyterians:
  - a. Notification from the “receiving” Reformed denomination, ECO: A Covenant Order of Evangelical Presbyterians, that the congregation now known as Flat Branch Presbyterian Church will be received pending dismissal by the Presbytery of Coastal Carolina.
  - b. The providing of original copies of all congregational records to the Presbytery of Coastal Carolina for transfer to the Presbyterian Historical Society. This includes, but is not limited to, minutes of the Session, minutes of any Boards of Deacons or Boards of Trustees, all membership rolls, and all registers. (G-3.0107). If it so desires, the departing congregation may make arrangements with the Presbyterian Historical Society to have copies made at the congregation’s own expense.
  - c. Satisfactory evidence of the updating of all deeds, property and liability insurance policies, articles of incorporation, by-laws and any other legal documents which have previously included the Presbytery of Coastal Carolina and/or the Presbyterian Church (USA).
  - d. The church shall provide the Presbytery with satisfactory evidence that any loan(s) which the Presbytery guaranteed for the church has (have) been paid and satisfied.
  - e. Release by the Presbytery of any claim or interest in the congregation’s property, including release of Presbytery from any obligation for congregation’s loans with any non-Presbyterian Church (USA) entity. However, a clause shall be placed into the deed of transfer of any property which a dismissed congregation is allowed to take into its new Reformed body that provides that if the congregation ceases to be a member of that denomination (or its successor) within a period of five (5) years that the presently held property would revert to the Presbytery of Coastal Carolina (or its successor).
  - f. Mutual release of all claims that were or could have been made by the Presbytery against the congregation or by the congregation against the Presbytery. These documents will be drafted by the Presbytery of Coastal Carolina.
  - g. Close out and submittal of the congregation’s financial and membership reports to the Presbytery.
  - h. Satisfactory evidence of communication with the Board of Pensions regarding cessation of payments at the time of dismissal as well as transfer of health insurance coverage for ministers and any staff enrolled in the Medical Benefits Plan of the PCUSA.
6. Within 30 days of the Presbytery’s vote approving dismissal of the congregation or members thereof to another Reformed denomination, ECO: A Covenant Order of Evangelical Presbyterians, the Presbytery will prepare a letter to members of the congregation informing them of their option to be dismissed with the congregation or to remain in the Presbyterian Church (USA). The congregation will mail the letter to all active members promptly and will bear all costs associated with this mailing. The letter will direct that responses are returned to the Presbytery of Coastal Carolina. The Presbytery will then ensure that contact is made with those members wishing to remain in the PCUSA and that they are assisted in joining a new congregation of their choice, if there is no continuing PCUSA congregation.
7. The congregation now known as Flat Branch Presbyterian Church is encouraged to organize, and to invite representatives of the Presbytery to share in, a service of worship of Almighty God and thanksgiving for the witness and ministry of the departing congregation.

[End of Document]