

## Introduction to the Proposed 2023 Commission on Ministry Manual

The following document will be submitted to commissioners at the Community Spring Gatherings for a first reading. A first reading gives commissioners an opportunity to review this document thoroughly before the vote at the October Presbytery meeting. Questions or suggested edits should be brought to the attention of Rev. Rick Martindale ([revmartindale@hotmail.com](mailto:revmartindale@hotmail.com)) and/or Rev. Jerrod Lowry ([JerrodLowry@presbycc.org](mailto:JerrodLowry@presbycc.org)) prior to August 15, 2022 so that the Commission on Ministry might review your input at its September 8 meeting. Amendments may also be proposed during the October Presbytery.

In this proposal, there are several notable changes in policy, format, and wording. As you review it, please take note of these significant changes. These bullet points below are not meant to be an exhaustive listing of changes.

### Significant Policy Changes Proposed:

- The once-a-month pulpit supply rule is changed, see pg 19, lines 652-3.
- Clarification about the criteria for being on Pulpit Supply list (Section IV. D. pg 19, lines 658-699)
- Elder Ministries becomes a standalone committee instead of a sub-committee of COM. See pg 34, lines 1260ff (and see the proposed changes the manual of Administrative Operations that will be voted on separately).
- Our approved Temporary Membership policy was added and the examination sequence for that approval was clarified. See Section VI. D on pg. 31, Lines 1140ff
- Reference to Presbytery's Sabbatical policy is added. (Found in Appendix W)
- A stated policy for revising the COM manual has been added. Section XI on pg 37.

### Wording Improvements:

- The main manual is written to members of the COM.
- Many appendices were rewritten with various audiences in mind for example Appendix A is written with sessions in mind as they consider pastoral options.
- The guide for visiting with sessions and exit interviews with pastors upon their departure was revised. Found on pgs. 11-13 and Appendix B & C.
- The section on examination of incoming pastors was consolidated and shortened. Appendix I
- The template for a congregational letter when a pastor is leaving was rewritten in a pastoral voice. Appendix S

### Formatting Enhancements:

- After the overview introduction section, the overarching road maps of the manual is in the order of steps from calling a pastor to the departure of a pastor.
- A table of Contents was added as a guide to find the needed topics.
- In PDF format, each of the Table of Contents items is clickable taking you to the relevant section without having to scroll manually.
- The Appendices are rearranged to match the order in which they occur in the main part of the manual and the titles of each was clarified.
- Each appendix can be printed and handed to the relevant person or session, when needed.

**A word about process:** This rewrite process began in April of 2021. It was drafted over several months of weekly zoom meetings by a small group. A draft was then received and reviewed by the Executive Board of the Full COM. The Executive Board of Full COM presented an edited draft of the 2023 COM Manual to Full COM for approval. The version approved by Full COM is now in your hands. Full COM submits the proposed 2023 Manual for first reading to Community Spring Gatherings and vote at the October stated meeting.