

The Presbytery of Southern Kansas gathered for worship at 9:00 a.m. on Tuesday, November 12, 2013, at Brotherhood Presbyterian Church, Wichita. Pastor Eric Williams led the worship service. The business meeting of the Presbytery of Southern Kansas convened at 11:30 a.m. by Moderator Elect, Ruling Elder, Bill Hendrix. The meeting opened in prayer. The offering of \$705 will go to Brotherhood Pre-School for student scholarships.

Quorum Present

Each person must sign the attendance register for official attendance.

Vouchers are available (the Presbytery pays \$30 toward motel costs and 20 cents/mile for travel over 70 miles.)

Opening Business

Moderator Elect, Bill Hendrix, called the Presbytery meeting to order. Additional handouts for the meeting are available at the registration tables. Anyone wishing to speak on the floor should identify themselves. All comments should be directed to the Moderator. All motions must be submitted in writing and Robert's Rules of Order will be followed.

Roll of Teaching Elders Present

James Anderson	Charles Ayers	Jay Ayers
Kathryn Bates	Amy Baumgartner	Jane Brigden Graham
Jan Brooks	Tom Church	Danny Daniel
Joyce Daniel	Laura Frazey	Gerald Hallberg
John Haspels	Brent Johnston	Sang Ouk Kang
Lowell Knauss	Jeremiah Lange	Angela Madden
Catherine Neelly Burton	Don Owens	Denise Pass
Arlene Patrick	Jesse Patrick	H Dick Reynolds
Tom Robson	Dennis Scheibmeir	Debra Schmidt
Loran Scott	Jack Singer	Scott Solether
Don Waite	Steve Washburn	John Wilson
Stephen Wing		

Roll of Teaching Elders Excused

Nick Adams	Keith Allison	Allen Beach
John Barnum	Shirley Barnum	Eugene Blake
George Boone	Don Calderwood	David Clipson
Richard Daeschner	Amy Dame	
Robert Duncan	John Enwright	Larre Eschliman
Dick Gorham	James Grant	
William Hasting	Skip Johnson	Doug Kelly
Christian Kettler	Margaret Lacy	William Long
Gordon Mackay	William McConnelee	Bert McCormick
Helen Rose Moore	Paul Mueller	Rebecca New
David Owens	Mary Carol Perrott	Melissa Ramos
Ben Ray	Charles Ross	Joseph Rychcik
Irving Simon	Roland Slater	Ann Smith
Hal Staats	Judith Steele	Seth Svaty
Dawn Swartz	Seth Svaty	C Ernest Williams
John Williams	Jim Wooten	Bob Wyman

Roll of Teaching Elders Absent

Larry Cracraft	Anthony D'Olio	Geoffery Snook
Jennifer Snook	Strother Gross	

Ruling Elder Commissioners Present

Arkansas City, Robert Barrett; **Ashland**, Marsha Granberry; **Caldwell**, Michelle Schiltz; **Cambridge**, Carolyn Colburn; **Coffeyville**, Jim Liddell; **Derby**, Marilyn Armstrong, Nora Coryell, Ken Coryell, Jeffrey R. McCune; **El Dorado**, Billye Odom; **Freeport**, Jerry Dusenbury; **Garden City**, Ronnie L. Major, Janet K. Major; **Great Bend**, Don Sweeney; **Hutchinson-First**, Edward N. Johnson; **Kingman**: Betty Boese; **Kingsdown**, Lois A. Swonger; **Lakin**, Martin Neff; **Larned**, Merlene Baird; **Marion**, Debbi Buchholz; **Neodesha**, John Settle; **Newton**, Patricia Randall; **Pratt**, Janet Luttrell, Don L.Hart; **Sterling**, Tom Simpson; **Viola**, Howard Means; **Wellington**, Gloria Klima; **Wichita: Brotherhood**, William Taylor, Jr.; **Covenant**, Barbara Koelsch, Glenda Hawthorne, Roger Sackreiter; **First**, Patty Cole, Bruce Cole, David Grisham, William DeVore; **Grace**, William J. Vavra; Marian J. Vavra, William E. Wynne, Judith Ney, Marilyn Deckinger; **Mt. Vernon**, Corinne Kirkhart; **Trinity**, Dean Frankenbery, Wayne Orr, Art Smith; **Westwood**, Carl Raines, Margie Prichard, Terry Whitesell; **Winfield**, Jackie Russell, Alan Herrman

Ruling Elder Commissioners Absent

Anthony-Hopewell, Arlington, Bucklin, Chase, Cherryvale, Conway Springs, Dodge City, Halstead, Harper, Haysville, Holcomb, Hutchinson-New Covenant, Independence, Jetmore, Leoti, Liberal, Lyons, Mayfield, McPherson, Medicine Lodge, Parks, Spearville, Syracuse, Tribune, Wichita: Bethel, Calvary, Korean, Southwest, St. Luke; Yates Center, Zenith.

Council Members present but not mentioned above

Mary Ellen Garver, Sue Nispel, Douglas Hutchison, Bill Hendrix, Bill Ward
Board of Trustees, Ken Coryell

Staff Members Present

Brian Wheeler – Director of Camping Ministries
Diane Wheeler – Administrative Assistant to Director of Camping Ministries
Rachel Furry – Bookkeeper
Jan Lane – Administrative Assistant

Corresponding Members Present

Thomas D. Sutter – Long Island Presbytery
Paula Daniel Steinbacher – Cimarron Presbytery
A motion prevailed to seat the corresponding member present.

Other Ministers

Eric Williams, Suzie Woods

Commissioned Ruling Elders Present

Kay Hull, Diane Massey, Barney Korbelik

Candidate and Inquirers

Robert Barrett

Visitors

13 were present

First Time Elders

Elders were introduced by their pastors.

Temporary Committee

Vouchers and Tellers – Ernie Hull, Ken Coryell

Docket

A motion prevailed to approve the docket as presented.

Presbytery of Southern Kansas Docket
November 12, 2013
9:00 a.m. at Brotherhood Presbyterian Church
11:00 a.m. at Grace Presbyterian Church

9:00 a.m.	Opening Worship – Brotherhood Presbyterian Church	
11:00 a.m.	Registration at Grace Presbyterian Church	
11:30 a.m.	Opening Business: Declaration of Quorum, Orientation, Seating of Corresponding Members, Introduction of First-time Elders, Appointment of Temporary Committees	
11:35 a.m.	Temporary Presbytery Administrator	Jay Ayers
11:45 a.m.	Stated Clerk's Report	Jan Brooks
	Approval of Minutes	
11:55 a.m.	Council – Personnel	Tom Church
12:25 p.m.	Council – Budget and Finance	Douglas Hutchinson
12:45 p.m.	LUNCH	
1:30 p.m.	Council	Mary Ellen Garver
1:40 p.m.	Council – Trustees Report	Ken Coryell
1:45 p.m.	Mission Partnership	Mary Knecht
2:10 p.m.	Committee on Ministry	Scott Solether
2:55 p.m.	Preparation for Ministry	Danny Daniel
3:20 p.m.	PSK Nominating	Bill Ward
3:30 p.m.	Congregational Ministries	Sue Nispel
3:35 p.m.	Camping	Don Owens
3:40 p.m.	New Church Development	Laura Frazey & Jay Ayers
3:50 p.m.	Other Business	
3:55 p.m.	Adjournment	

Stated Clerk Report – Jan Brooks

The State Clerk reported on her attendance at both the PC(USA) Polity Conference and the Committee on Representation Training Conference.

Recommendation to Presbytery:

- 1) That the PSK meet on following dates and at the listed locations in 2014.
February 15 – Mt. Vernon, Wichita
May 13 – Westminster Woods
August 16 – First, Garden City
November 11 – tbd
February 14, 2015 – tbd

A motion prevailed that these be the dates for Presbytery meetings in 2014.

A motion prevailed to approve the minutes from the August 17, 2014 meeting of Presbytery.

- 2) That an exemption from the review of Clerk's Books be granted to the Great Bend, Viola, Harper and Holcomb congregations for one year.

A motion prevailed that these congregations be granted an exemption from review of Clerk's Books for one year.

- 3) For First Reading: Changes to the PSK By-Laws - 1.4 Incorporation and Article II: Membership. (see Appendix A)
- 4) For First Reading: Changes to the PSK Manual of Operations 1.2 Vision; 2.3 Officer; 4.5 Position Descriptions; 4.22b.1.d; 5.4 Corresponding Members, Voice and Vote at Presbytery Meetings; 5.6 a. & b. Docketing and Distribution of Reports or Proposals; 6.2 c. 5). Primary Functions: Presbytery Council; 6.2d.1-7 Establishing the Council Visioning and Planning Subcommittee; Article 7.1-7.4 Commissions; 8.1b General Provisions. (see Appendix B)

Informational Items:**1) Reminder to all Presbyters:**

The PSK Manual of Operations states:

Required Attendance at Meetings of Presbytery

*a. Teaching elders: Each teaching elder of Presbytery, except those who have been granted permission to labor outside the bounds of the Presbytery and those honorably retired, shall attend all stated meetings of the Presbytery **or request in writing an excused absence from the Stated Clerk.***

b. Ruling elders: Every particular church within the Presbytery shall be represented at all stated meetings of the Presbytery by at least one ruling elder, or request in writing an excused absence from the Stated Clerk.

2) 2014 PSK Council Meeting Dates

January 14

February 24

March 31

April 22

July 22

October 21

January 20, 2015

Council – Personnel Committee – Tom Church**Recommendation to Presbytery:**

- 1) Following up on the action of Council, September 26, 2013, recommending a change in status for the Reverend Jan Brooks from “Stated Clerk *pro tem*” to “Stated Clerk,” and having met with the Reverend Brooks on October 11, 2013, the Personnel Committee requests Presbytery’s confirmation of this matter.

The Committee acknowledges that the half time (twenty hours per week) stated clerk position description as described in the PSK manual of operations as “part time stated clerk” is accurate. No change to current terms other than to reimburse the Reverend Brooks on a monthly basis for procurement of a phone to be used for presbytery business.

Compensation:

- | | | |
|--|--------|----------|
| • Salary payable monthly/annualized | \$1368 | \$16,428 |
| • Medical coverage and pension monthly/annualized | 864 | 10,371 |
| • Professional expenses (including travel reimbursement at IRS rate and phone): estimate | 220 | 2,640 |
| • Polity conference and General Assembly (estimate) | | 3,200 |
| • Continuing education: One week and one Sunday | | 300 |
| • Vacation: thirty days inclusive of four Sundays | | |

A motion was presented to approve the change in status of the Stated Clerk Pro Tem to Stated Clerk. The moderator called for discussion.

The motion prevailed.

- 2) The Personnel Committee recommends that a 1.5% increase be applied to all presbytery employee wages for 2014.

A motion was presented that a 1.5% increase be applied to all presbytery employee wages for 2014. The moderator called for discussion.

The motion prevailed.

Council Report – Mary Ellen Garver**Recommendation to Presbytery:**

- 1) The Presbytery Council moves that an Administrative Commission be established for the dissolution of the Parks Presbyterian Church, Leoti, Kansas; and shall be empowered to act on behalf of the Presbytery in all matters related to that dissolution, in accordance with 7.1 of the PSK Manual of Operations.

The moderator called for discussion.

The motion prevailed.

- 2) Council moves that the following individuals be elected to serve on the Administrative Commission for Parks: Rev. Dick Reynolds, moderator (McPherson); Rev. Denise Pass (Garden City); Ruling Elders: Alan Sents (McPherson) and Linda Wyman (Larned), and Dr. Randy Fahrenholz (Tribune).

The moderator called for discussion.

The motion prevailed.

- 3) The Presbytery Council moves that a Task Force, for discernment and direction, be established for the Brotherhood Presbyterian Church, Wichita, KS; with recommendations being brought to the Presbytery in this matter.

The moderator called for discussion.

The motion prevailed.

- 4) Council moves the following individuals be elected to that Brotherhood Presbyterian Church Task Force: Rev. Ben Ray, moderator (Derby); Rev. Laura Frazey (Covenant); Ruling Elders: Norval Madden (Trinity), Robin Bissey (Grace), and Nora Coryell (Derby).

The moderator called for discussion.

The motion prevailed.

- 5) Presbytery Council moves that the search for the EP/SC be suspended indefinitely and that the search committee be dismissed with the thanks of the Presbytery.

The moderator called for discussion.

The motion prevailed.

Actions Taken on Behalf of the Presbytery:

- 1) On behalf of the Presbytery, the Council voted to allow PSK to become the petitioner on behalf of the First Presbyterian Church of Hutchinson, Kansas and Keith Neill in order to help secure his status with Immigration Services through an I-129 application. All expenses will be paid by First Hutchinson.

Council Nominating Committee – Mary Ellen Garver

Recommendation to Presbytery:

- 1) The Council Nominating Committee moves that Amy Baumgartner be elected to the PSK Nominating Committee.

The moderator called for nominations from the floor.

The motion prevailed.

Board of Trustees– Ken Coryell

Actions Taken on Behalf of the Presbytery:

- 1) **Brotherhood, Wichita – Grant for Repair: (Work in progress)**

Simpson Construction Services is scheduled to begin to improve water drainage issues around the Brotherhood building as approved by the Presbytery. Work should start in late October, as follows:

- a. Removal of the existing landscape bed on the east side of the building
- b. Minor dirt work cut as required to install mow strips
- c. Install a mow strip along the east end of the building at the landscape planter wall
- d. Install a mow strip along the east end of the stairs
- e. Infill under the stairs with concrete to drain water to the south
- f. Re-caulk approximately 20' of sidewalk to the building
- g. Bentonite bar between the mow strips and building

- 2) **Belle Plaine Trust:** The Presbytery has been contacted to determine if there is interest in an Oil & Gas lease on the 80 acres. The Trustees are reviewing the proposal. **(Lease sent for signing)**
- 3) **Southwest – Wichita:** Southwest has been contacted by Selective Site Consultants to seek approval for AT&T to place a tower on their property. AT&T would like to lease 70' x 70' area on the Church's SW vacant area. Terms are for 5 years with 4 additional 5 year renewals. AT&T is offering \$6,000 per year for the first 5 years and a 10% escalator for each of the renewal periods. Fencing and landscaping will be by city code. There are two other sites under consideration. **(Still under review by AT&T)**
- 4) **Korean Roof Guttering:** Gutter on both sides on the sanctuary was never installed so when there is a large rain water flows into the sanctuary. Discussion is underway with a gutter company to determine the best solution. **(Work completed)**

Camping Committee – Don Owens

Recommendation to Presbytery:

- 1) The committee moves that the Presbytery of Southern Kansas to identify 2014 as “A Year of Celebration for 50 years of Camping Ministry at Westminster Woods and its continued commitment to guide young people toward being disciples of Jesus Christ.”

The moderator called for discussion.

The motion prevailed.

- 2) The committee moves that a request for up to \$12,000 from the disaster relief reserve fund for repair and reconstruction of roads washed out by late summer flooding at Westminster Woods be granted.

The moderator called for discussion.

The motion prevailed.

- 3) The committee moves that permission be given for Communion to be served at Westminster Woods for camps and retreats when requested and a Teaching Elder is present to preside.

The moderator called for discussion.

The motion prevailed.

Announcement – First Presbyterian Church, Winfield

The First Presbyterian Church of Winfield has been blessed with 18 infant/child Baptisms and two adults so far this year. Planning is underway for a youth's full immersion service soon.

At the time the Session approves the baptism, an Elder sponsor is appointed to each child or adult. This sponsor will assist in the service of baptism and will pray and stay in contact with that child or adult.

On a baptism Sunday at the Children's Time, during worship, the children of the congregation are given two small shells that will be present to the infant or child being baptized.

As the congregation sings “I Was There to Hear Your Borne Cry” the family comes forward to the Baptism Fount and the younger children of the congregation come forward with their shells and sit in the front pews, witness the baptism and are asked to place one shell in a small jar for the child and they will keep one. The jar of shells is to help the baptized child remember that he has others praying for him and the other shell will be taken home with the children as a reminder to them to pay for the baptized child. Following the service of baptism, Pastor Angela will ask all Elders, Deacons, and the children to come forward for the Laying on of Hands. As the service closes, several children will lead Pastor Angela with

the baptized infant or child thru the aisles of the sanctuary with the other children following, introducing the newly baptized to the congregation.

Committee on Ministry – Scott Solether

Recommendation to Presbytery:

- 1) The Committee On Ministry moves that the following teaching elder be dismissed to the named presbytery when the way be clear:

Rev. Rebecca New to the Presbytery of Denver

The moderator called for discussion.

The motion prevailed.

- 2) COM moves that the Reverend Thomas Sutter be accepted as an at-large member of PSK.

Rev. Sutter reviewed his faith journey and Statement of Faith. (See Appendix C)

Moderator called for questions from the floor.

Moderator called for discussion.

The motion prevailed.

- 3) For Final Reading: COM moves that the proposed change to the Manual of Operations, 15.7 Commissioned Ruling Elder Process, be approved. (See Appendix D)

Moderator called for discussion.

The motion prevailed.

The report of Committee on Ministry was suspended to allow the report from Council – Budget and Finance.

Council Budget and Finance – Douglas Hutchinson

Recommendation to Presbytery:

- 1) The Presbytery of Southern Kansas received \$3,817.08 from the Synod of Mid America for our portion of their financial surplus from 2012. The Synod had a surplus from Shared Mission and Per Capita receipts in 2012. Therefore, they voted to "retain 30% and the remaining amount is to be disbursed to the member presbyteries according to the percentage of combined Shared Mission and Per Capita contributed to the Synod's budget." The Budget and Finance Committee recognizes that there have been significant cuts to the budget of Mission Partnership & Support Committee over the past few years. Therefore, we move that the \$3,817.08 received from the Synod of Mid-America from their 2012 financial surplus be placed in a restricted account and Mission Partnership & Support Committee be directed to use these funds for mission projects above and beyond what is budgeted.

The moderator called for discussion

The motion prevailed.

- 2) The committee moves that the PSK financial statements as of September 30, 2013, be received and filed for audit. (see Appendix E and F)

The moderator called for discussion.

The motion prevailed.

- 3) Budget and Finance proposed Per Capita of \$27 for 2013. Presbytery voted to increase it \$2 “for one year” so it has been \$29 for this year. We recommend an increase of \$1 from what might be called the base rate of 2013. Our understanding is that Per Capita for Synod of Mid-America will be \$2.72 and General Assembly will be \$7.02 in 2014. That will mean that \$18.26 of the total remains for the presbytery. Therefore, the committee moves that the 2014 Per Capita be set at \$28.

The moderator called for discussion.

The motion prevailed.

- 4) The 2014 proposed budget was reviewed. (See Appendix G)

The committees moved that the Presbytery adopt the proposed 2014 budget.

The moderator called for discussion.

A motion was presented to amend the 2014 budget by reducing the line item “Eastminster Settlement” from the proposed \$60,000 to \$30,000 and to reduce the line item “Support of Westminster Woods Camp” from the proposed \$112,546 to \$82,546.

The moderator called for discussion on the amendment.

A motion was presented to table the 2014 proposed budget and to continue with the 2013 operating budget.

The moderator called for discussion motion.

A motion was presented to table further discussion on the 2014 proposed budget until after lunch.

The moderator called for discussion motion.

The motion prevailed.

The presbytery broke for lunch.

Council – Budget and Finance – Douglas Hutchinson

The member of the body who previously presented the motion “to table the 2014 proposed budget and to continue with the 2013 operating budget” withdrew his motion.

A motion was presented to table the amendment: “A motion was presented to amend the 2014 budget by reducing the line item “Eastminster Settlement” from the proposed \$60,000 to \$30,000 and to reduce the line item “Support of Westminster Woods Camp” from the proposed \$112,546 to \$82,546.”

The moderator called for discussion.

A division of the assembly was requested.

The moderator called for a show of hands. The vote was 46 votes in favor of tabling the amendment and 21 opposed.

The motion prevailed.

A motion was presented to continue the 2013 budget into 2014 and beginning January 1, 2014, to incorporate into the 2013 budget the personnel salary increases of 1.5% and per capita of \$28.00. The moderator called for discussion.

The motion prevailed.

Committee on Ministry – Scott Solether

- 5) The Committee on Ministry moves that Ruling Elders of Southwest Presbyterian Church, after completing appropriate training, be granted permission to serve communion at the church.

The moderator called for discussion.

The motion prevailed.

- 6) COM moves that an Administrative Commission be established for the dissolution of St. Luke Presbyterian Church, Wichita, KS, and shall be empowered to act on behalf of the Presbytery in all matters related to that closure, in accordance with 7.1 of the PSK Manual of Operations. The final worship service to be held on January 19, 2014.

The moderator called for discussion.

The motion prevailed.

- 7) COM moves that the following persons be elected to the Administrative Commission for the dissolution of St. Luke Presbyterian Church: Ruling Elders: Sue Nispel, Moderator and Board of Trustee Representative (Brotherhood), and Hunt Parker (Grace) and Rev. Jeremiah Lange (Marion).

The moderator called for discussion.

The motion prevailed.

- 8) COM moves that Barney Korbelik, CRE, be commissioned for another three years at the Federated Community Church of Spearville.

The moderator called for discussion.

The motion prevailed.

- 9) COM moves that the Rev. Danny Daniel be granted the status of Honorably Retired effective January 1, 2014.

The moderator called for discussion.

The motion prevailed.

A very nice service of *Recognition of Honorable Retirement from the Ministry of Word and Sacrament for The Reverend Danny Daniel* was conducted including the message given by Bob Barrett, a review of Danny Daniel's ministry by Rev. Joyce Daniels and remarks from the Presbytery delivered by Rev. Don Owens, Rev. Paula Daniel Steinbacher, Rev. Scott Solether and Moderator Elect, Ruling Elder, Bill Hendrix.

Committee on Preparation for Ministry – Danny Daniel

- 1) Committee on Preparation for Ministry moves that pursuant to Book of Order G-2.0503, the Presbytery approve Bob Barrett's current ministry as Chaplain Resident with Wesley Medical Center's Clinical Pastoral Education Department as a "Validated Ministry."

The moderator called for discussion.

The motion prevailed.

2) Candidate Bob Barrett was presented for examination. He reviewed both his faith journey and his Statement of Faith (see Appendix H). Bob answered questions from the commissioners. **A motion prevailed** that the examination be arrested.

Committee on Ministry – Scott Solether

10) A motion was presented to approve Bob Barrett for ordination. The moderator called for discussion. **The motion prevailed.**

11) Committee on Ministry moves that Presbytery approve the Service of Ordination for Bob Barrett be held January 5, 2014, at the First Presbyterian Church, Arkansas City and that COM approve the Ordination Commission members and that the commission be dismissed upon completion of their task. The moderator called for discussion. **The motion prevailed.**

Presbytery Disaster Response Team – Ernie Hull

1) The Presbytery Disaster Response Team moves that \$500 from the PSK Disaster Assistance Restricted Fund (money remaining from Greensburg, KS disaster fund) be remitted to Ferncliff (along with other funds collected for the buckets) for the purchase of clean up buckets. The moderator called for discussion. **The motion prevailed.**

Mission Partnership and Support – Mary Knecht

- 1) Mary reviewed Just Coffee project and reminded those assembled to continue (or begin) purchasing coffee through this organization.
- 2) On June 8, 2014, in Wichita, KS, PSK will celebrate the 20th anniversary of the 206th General Assembly being hosted by PSK.
- 3) Missionaries to Ethiopia, John and Gwen Haspels, were introduced and John addressed the group and showed a DVD of their work in Ethiopia.

PSK Nominating Committee – Bill Ward

1) Nominating Committee moves that William Hendrix, Ruling Elder be elected Moderator of Presbytery for 2014 and Rev. Laura Frazey be elected Moderator Elect of the Presbytery for 2014. The moderator asked for nominations from the floor. No other nominations were presented. The moderator called for discussion. **The motion prevailed.**

- 2) Nominating Committee moves that the following be elected as General Assembly Commissioners for 2014:

Teaching Elder	Rev. H. Dick Reynolds - McPherson
Teaching Elder Alternate	Rev. Angela Madden - Winfield
Ruling Elder	Kay Hull, CRE - Cambridge
Ruling Elder Alternate	William Taylor – Brotherhood
Young Adult	Jared Kite, Wichita FPC
Young Adult Alternate	TBD

The moderator asked for nominations from the floor.

No other nominations were presented.

The moderator called for discussion.

The motion prevailed.

- 3) Nominating Committee moves that the following be elected 2014 Moderator of the committee: Rev. Don Owens – Camping Committee
Rev. Scott Solether – Committee on Ministry

The moderator asked for nominations from the floor.

No other nominations were presented.

The moderator called for discussion.

The motion prevailed.

- 4) Nominating Committee moves that the following be elected to the Committee on Ministry for the class of 2016: Rev. Jane Brigden-Graham - Wellington (second term)
Steve McSpadden, Ruling Elder – Winfield (second term)
Jerry Dusenbury, Ruling Elder – Freeport (first term)

The moderator asked for nominations from the floor.

No other nominations were presented.

The moderator called for discussion.

The motion prevailed.

- 5) Nominating Committee moves that the following be elected to the Mission Partnership and Support Committee for the class of 2016:
Bob Carson, Ruling Elder – McPherson (first term)

The moderator asked for nominations from the floor.

No other nominations were presented.

The moderator called for discussion.

The motion prevailed.

- 6) Nominating Committee moves that the following be elected Moderator of the Committee on Preparation for Ministry: Rev. James Anderson – Newton – first term

The moderator asked for nominations from the floor.

No other nominations were presented.

The moderator called for discussion.

The motion prevailed.

Congregational Ministries – Sue Nispel

- 1) In conjunction with the 2014 PSK Year of Celebration, the committee is planning to celebrate each of the PSK churches. Committee members will be contacting each church asking about something about your church you would like to celebrate. A booklet will be created and ready by the June 8, 2014 celebration to commemorate what all the PSK churches are celebrating in 2014.

Mission Partnership and Support: New Church Development – Laura Frazey

Informational Item:

Dodge City Presbyterian Church has recently begun a partnership with the ELCA to house a Hispanic New Church Development. This congregation is led by Odir Flores, a former Roman Catholic Monk turned Lutheran lay minister and has a core group of 25 members.

The ELCA has invited us to partner with them in supporting the costs of this effort. The current salary for Mr. Flores is \$32,000. NCD taskforce recommends that we offer a car allowance of \$3600 and continuing education allowance of \$1000 as well as medical dues at \$10,120 and pension and disability at \$3840. If we choose to do so, Synod of Mid-America will cover most or all of the pension costs, leaving \$4560-\$8560 to be covered by PSK.

This congregation will meet in the First Presbyterian Church, Dodge City.

Recommendation to the Presbytery:

- 1) (a) The Mission Committee moves that the Presbytery of Southern Kansas partner with the ELCA in the establishing of a Hispanic NCD in Dodge City.

The Moderator called for discussion

The motion prevailed.

- (b) And that, PSK use funds of \$4560-\$8560 from the New Church Development Reserve Fund to fund the presbytery's portion of the expenses for 2014.

The Moderator called for discussion.

A motion was presented to amend (b) to read, should the way be clear with the ELCA, PSK will use funds of \$10,750-\$14,750 from New Church Development Reserve Fund to fund the Presbytery's portion of the expenses for 2014, with the goal of ensuring the pastor's salary will be at the PSK minimum salary of \$38,150.

The Moderator called for discussion on the amendment.

The amended motion prevailed.

The Temporary Committee presented the travel vouchers and asked that the vouchers be paid.

Moderator called for discussion.

The motion prevailed.

A motion was presented to adjourn the meeting.

Moderator called for discussion.

The motion prevailed.

The meeting closed in prayer.

Respectfully Submitted,

Jan Brooks
Stated Clerk, Pro Tem

Jan Lane
Journal Clerk

Appendix A

The following changes to the By-Laws of the PSK is recommended: **FIRST READING**

1.4 Incorporation: The Presbytery shall be incorporated as a not-for-profit corporation.

a. Trustees: The Presbytery ~~Council~~ shall ~~be the~~ **elect a** Board of Trustees of the Presbytery, and the Treasurer of the Presbytery shall be an ex-officio member, without vote, of the Board of Trustees.

b. Primary Functions of the Trustees: The Trustees shall hold title to all Presbytery property, including camps **and church properties**, and make recommendations to Presbytery concerning requests from congregations to take action regarding the acquisition, use, and disposition of real property. **(G-4.02)**

c. The Officers of the Trustees: The officers of the Trustees shall be a President, who shall be the Moderator of the Council of Presbytery, and a Secretary. The Secretary shall be nominated to one-year terms of office by the Council Subcommittee on Nominations and elected by the Council. Either officer may sign all legal documents that the Presbytery authorizes.

d. Resident Agent: The General Presbyter shall be the resident agent of the corporation.

1) In the event that office becomes vacant, the President of the Trustees shall serve as or appoint the resident agent.

2) The resident agent shall provide for a repository for important legal and financial papers and shall report its contents to Presbytery. (Presbytery of Southern KS Minutes 2004p6)

Article II: Membership

2.1 Continuing Members: Continuing members of the Presbytery shall be the particular churches of the Presbyterian Church (U.S.A.) that are located within the boundaries of the Presbytery; and all active, at large, and inactive ~~ministers of the Word and Sacrament~~ **Teaching Elders** who have been received into membership by the Presbytery as provided in the Book of Order of the Presbyterian Church (U.S.A.).

2.2 Ex-officio **Ruling** Elder Members: ~~An~~ **A Ruling** Elder, when elected Moderator or Moderator-Elect or Moderator of Council, or Moderator of a committee of Presbytery, shall be a full member of Presbytery ex-officio for the term of his/her office. ~~(G-11.0101e~~ An ex-officio member of a body has full rights of membership unless restricted by the body.) (Presbytery of Southern KS Minutes 2000p490

Appendix B

The following are proposed changes to the PSK Manual of Operations: **FIRST READING**

Unless otherwise indicated, changes proposed are intended to update language to reflect either current practices of the Presbytery of Southern Kansas or current Book of Order language or references.

1.2 Vision: (The elements of this statement are not listed in any particular priority.)

By God's grace and guided by the Holy Spirit, the Presbytery of Southern Kansas will, ~~by the year 2007,~~ **continually strive** live into the vision of being a community:

1.2 c. where all churches are creatively and effectively shepherded by pastors and lay leaders who, in partnership with the Presbytery, lead member congregations.

Goal 5: To continue to equip congregations as they seek pastoral leadership.

Goal 6: To identify, train and utilize potential Commissioned ~~Lay Pastors~~ **Ruling Elders**.

Goal 7: To assist sessions in identifying their church's stage-in-life and commensurate needs.

Goal 8: To foster conversations among churches regarding shared pastoral leadership.

2.3 Officers

a. Voting shall be in accordance with Article 10.2 Election Process.

b. Elected Officers:

1) Moderator: The Moderator of the Presbytery shall take office immediately following his/her installation as the new moderator at the first Stated Meeting of the year. The Moderator shall exercise the powers and perform the duties described in the Book of Order at ~~G 9.0202~~ and those ordinarily performed by the Chairman or President as described in Robert's Rules of Order Newly Revised.

4.5 Position Descriptions - Particular functions will be defined by a Position Description that the Council Personnel Subcommittee will create for both exempt and non-exempt employees.

e. The Presbytery is committed to employment guidelines that are consistent with the Bylaws and the Manual of Operations of this Presbytery; and with the constitution of our church, which is the Book of Order and the Book of Confessions. ~~Appropriate references for personnel matters in the Book of Order include G 3.0100, G 4.0403, G 6.0106, G 9.0104, G 9.0700 ff, G 11.0103, and G 13.0201.~~

4.22 b. 1. d). The objective of the Presbytery will be to achieve equitable representation ~~of minorities and women~~ **in respect to race and gender** at all levels and locations of the workforce and to maintain such employment posture.

5.4 Corresponding Members, Voice and Vote at Presbytery Meetings

a. Presbyters (~~ministers of the Word and Sacrament~~ **Teaching Elders** or Ruling Elders) in good standing in other governing bodies of this church or in any other Christian church, who are present at any meeting of the presbytery, may be invited to sit as corresponding members, with voice but without vote. A presbytery may invite teaching elders of other presbyteries who are laboring within its bounds to sit as corresponding members with voice but without vote for the period of their service. ~~G11.0203~~

b. Commissioned ~~Lay Pastors~~ **Ruling Elders** serving churches in the Presbytery of Southern Kansas shall voice and vote only by action of Presbytery. ~~G14.0801e~~

Appendix B (continued)

5.6 Docketing And Distribution of Reports or Proposals

- a. All reports requiring action of Presbytery ~~must~~ **should** be reviewed by Presbytery Council **prior to being** placed on the proposed docket.
- b. This docket and all reports or proposals of a comprehensive nature, recommendations of basic policy, and matters of detailed information shall be ~~deposited in the U. S. Postal Service addressed~~ **distributed** to the teaching elders and ruling elders at least two weeks before the stated meeting of Presbytery and posted on the Presbytery website. ~~All reports and recommendations not included in this docket will require a majority vote of the Presbytery in order to be considered.~~

6.2 Primary Functions: Presbytery Council shall be responsible to the Presbytery for:

- c. Establishing the Council Budget and Finance Subcommittee that will:
 - 5). Conduct an annual full financial review of the Presbytery; ~~and (G-11.0307)~~ **as described in G-3.0113.**

~~6.2 d. Establishing the Council Visioning and Planning Subcommittee that will:~~

- ~~1). Focus on visioning and strategizing opportunities for ministry and mission in the Presbytery of Southern Kansas;~~
- ~~2). Recommend to the Presbytery with the advice of Council their vision/strategy regarding the particular opportunity;~~
- ~~3). Establish task groups as necessary to focus on specific areas such as church development, redevelopment and transformation;~~
- ~~4). Work closely with committees of Presbytery to assess situations where the recommended vision/strategy may be to encourage churches to partner together in working for a particular Mission or ministry.~~
- ~~6). Be comprised of six members appointed by Council, to serve in three classes of two persons each, for a term of three years. The moderator of the subcommittee will be nominated by the PSK Committee on Nominations in consultation with the Council's nominating subcommittee and elected by the Presbytery, and will be a member of Council.~~
- ~~7). The General Presbyter shall resource the committee. 2005p7~~

Article 7: Commissions – **G-3.0109**

7.1 Accountability and Organization: Commissions may be formed only by the Presbytery at either stated or called meetings. A commission of the Presbytery is empowered by the Presbytery to consider and conclude matters referred to it by the Presbytery. The scope of the commission's authority shall be specifically stated at the time of its appointment, but may be amended at any succeeding meeting of the Presbytery. A commission shall keep a full record of its proceedings, which shall be submitted to the Presbytery to be included in the minutes of the Presbytery and to be regarded as the actions of the Presbytery. ~~(G-9.0502)~~

7.2 Purpose: Commissions may be appointed for either administrative or judicial functions in accordance with the Book of Order ~~G-9.0503~~.

7.3 Membership Composition: All commissions of the Presbytery, except for commissions appointed for the purpose of ordaining and/or installing teaching elders of the Word and Sacrament, shall have at least seven members ~~(G-9.0503b(3))~~. Membership shall consist of teaching elders ~~of the Word and Sacrament~~ and ruling elders in numbers as nearly equal as possible. When a commission consists of an odd number of members, the additional member may be either a ruling elder or a ~~minister of the Word and Sacrament (G-9.0503b)~~ **Teaching Elder**. Each ruling elder and **Teaching Elder** member of the commission shall represent a different church in the Presbytery.

Appendix B (continued)

7.4 Ordination/Installation Commissions: Commissions appointed for the purpose of ordaining and/or installing teaching elders shall consist of at least five members (~~G-9.0503b(3)~~). Membership shall consist of teaching elders and ruling elders in numbers as nearly equal as possible. When a commission consists of an odd number of members, the additional member may be either a ruling elder or a teaching elders (~~G-9.0503b~~). Each ruling elder member of the commission shall represent a different church in the Presbytery.

8.1 General Provisions:

b. Classes and Class Composition: Each committee **of the Presbytery** shall be comprised of three equal-size classes of members, with a different class being elected each year. Excepted as noted below, committees ~~of governing bodies above the session~~ shall consist of laypersons and ~~ministers of the Word and Sacrament~~ **Teaching Elders** with at least one half the members being laypersons ~~G-9.0501b~~. The exceptions are: Committee on Ministry (Manual of Operations 8.7a), Committee on Nominations (Manual of Operations 8.9a), and Committee on Representation (Manual of Operations 8.10a).

Appendix C

Statement of Faith

- 1 I believe in one God, infinitely perfect and eternally existing in three Persons: Father,
2 Son, and Holy Spirit. As Father, God is Creator. As Son, God is our Redeemer. And as
3 the Holy Spirit, God is our Sustainer.
- 4 I believe the Son became the living Word in the person of Jesus of Nazareth, through his
5 miraculous conception by the Holy Spirit and his virgin birth. This same Jesus is true
6 God and true man united in one Person forever. He died on the cross a sacrifice for our
7 sins according to the Scriptures. On the third day he arose bodily from the dead, ascended
8 into heaven, where, he reigns at the right hand of the Father. Through his life, death, and
9 resurrection, he is the promised Messiah—the Christ. Through his ascension and
10 enthronement in glory, he is our High Priest and Mediator.
- 11 I believe the Holy Spirit has come to glorify Christ and to apply the saving work of Christ
12 to our hearts. The Spirit convicts us of sin and draws us to the Savior. Indwelling our
13 hearts, the Spirit gives new life to us, empowers and imparts gifts to us for service. The
14 Spirit instructs and guides us into all truth, and seals us for the day of redemption.
- 15 I believe we all are estranged from God and condemned by our sinfulness. Our salvation
16 (that is, our ability to have a right relationship with God) is wholly dependent upon the
17 work of God’s free grace. God credits righteousness to those whom God justifies. We
18 live out, or experience, God’s justification through our faith—but not by our faith! Only
19 such as are born of the Holy Spirit and receive Jesus Christ become children of God and
20 heirs of eternal life.
- 21 I believe the true Church is composed of all persons who, through God’s saving grace
22 and the sanctifying work of the Holy Spirit, are united together in the body of Christ. The
23 visible, yet imperfect, expression of the Church exists in local congregations where the
24 Word of God is preached in its purity and the sacraments are administered in their
25 integrity; where scriptural discipline is practiced, and where loving fellowship is
26 maintained.
- 27 I believe the Lord Jesus Christ will come again to the earth—personally, visibly, and
28 bodily—to judge the living and the dead, and to consummate history and the eternal plan
29 of God.
- 30 I believe the Lord Jesus Christ commands all believers to proclaim the Gospel throughout
31 the world and to make disciples of all nations. Obedience to the Great Commission
32 requires total commitment to “Him who loved us and gave Himself for us.” He calls us to
33 a life of self-denying love and service. “For we are His workmanship, created in Christ
34 Jesus for good works, which God prepared beforehand that we should walk in them.”
35 (Eph. 2:10)
- 36 To God be all honor, glory and praise forever! Amen.

Appendix D

15.7 Commissioned Ruling Elder Process

COMMISSIONED RULING ELDER PROCESS

a. Definitions

- 1). A **Candidate CRE** is a ruling elder elected by a congregation of the Presbyterian Church (USA); has been recommended for the program by the Session of a member congregation of the Presbytery of Southern Kansas; has been interviewed by the Committee on Preparation for Ministry (CPM) of the Presbytery, by the CPM of the relevant region of the Presbytery, or by a subcommittee designated by one of those entities; has expressed a sense of call to serve in Christian ministry and the willingness to express that call as a CRE, to work within the Presbyterian system, and to accept the proper authority of the Presbytery; and has undertaken to complete the basic curriculum of the CRE program in a timely manner.
- 2). A **Commissioned Ruling Elder (CRE)** is a ruling elder who has fulfilled the basic curriculum of the CRE program, has satisfied the Committee on Preparation for Ministry of his or her readiness to serve in this capacity, and who has been commissioned by act of the Presbytery of Southern Kansas. A ruling elder so designated may be commissioned to serve in a validated ministry of the presbytery. Presbytery, in its commission, may authorize the ruling elder to moderate the session of the congregation to which he or she is commissioned, to administer the Sacraments, and to officiate at marriages where permitted by state law. This commission shall also specify the term of service, which shall not exceed three years but shall be renewable. The presbytery shall review the commission at least annually *Book of Order* (G-2.1001; c.f. G-3.0301c).

b. Requirements for Preparation

- 1). An applicant for commissioned ruling elder (hereafter called CRE) shall be recommended to the CPM by the session of the church within the Presbytery of Southern Kansas (hereafter called PSK) of which the applicant is a member and elder (cf. *Book of Order* G-2.10). An applicant shall complete Form A and B, and the session shall forward this information, along with Form C (Confidential Session Endorsement Form) to the CPM. The session will maintain a liaison to continue with the applicant throughout the lay pastor training process.
- 2). After Forms A, B and C are received by CPM, the applicant and his/her session liaison shall be invited to meet with the CPM for an initial interview to discern the applicant's faith, sense of call, and suitability for the CRE training process.
- 3). The applicant, if not already enrolled, shall enroll in a training program that meets the CRE requirements set forth by the *Book of Order* (G-2.1002) and the CPM of the PSK. To be commissioned by the Presbytery of Southern Kansas, the CRE Candidate needs to complete successfully coursework in the following areas:

Bible

1. Introduction to the Old Testament
2. Introduction to the New Testament

Theology & Polity

3. Theological Thinking
4. Reformed Theology
5. Reformed Worship & Sacraments
6. Presbyterian Polity

Appendix D (continued)

Pastoral Ministry

7. Pastoral Care
8. Foundations of Christian Education
9. Introduction to Preaching
10. Preaching Seminar
11. Leadership
12. Ministry Problem Solving

This coursework might be met through online coursework, for example through University of Dubuque Theological Seminary; through courses offered within the Presbytery of Southern Kansas or other nearby presbyteries; through short-term resident classes at various theological institutions; or occasionally by other means specifically negotiated by the candidate with the CRE. A CRE Candidate may apply to receive scholarship funds from CPM.

- 4). One unit of Clinical Pastoral Education (CPE) is strongly recommended before commissioning.
- 5). After affirming an applicant's faith, sense of call, and suitability for ministry as a CRE, the CPM shall appoint a liaison for the applicant from the CPM. Upon favorable vote of the CPM, the CPM moderator shall notify the COM, PSK, and the Session of the applicant's home church of the above actions.
- 6). During the first year of training, an applicant shall participate in psychological and career evaluation to assess his/her suitability for ministry as a CRE. Comprehensive, in-depth career evaluation helps an applicant understand how his/her values, interests, and potential and acquired capabilities, as well as personality, fit into the role of a CRE. Prairie View, Inc., of Newton is recommended to facilitate this consultation. In each case the applicant, the applicant's church, and CPM shall share the cost of this consultation.
- 7). The results of this consultation shall be released to the moderator of CPM. This material is confidential. Upon receipt of career evaluation, the CPM shall schedule a meeting with the applicant.
- 8). Subsequent meetings shall be scheduled as requested by the CPM or the applicant. Additional requirements may be made of the applicant in order to enhance his/her education and training process.
- 9). During the process the applicant shall also meet regularly with the mentoring group to which he/she is assigned, complete all course work required, and shall consult with his/her CPM liaison.
- 10). Upon successful completion of the approved course of study for CRE training by the Applicant, the CPM shall satisfy itself concerning each applicant's knowledge of the Bible, Reformed Theology and Sacraments, Presbyterian Church Order, preaching, worship, pastoral care, and teaching in accordance with the *Book of Order* (G-2.1002). Part of this evaluation shall be fulfilled by means of an examination. In addition, an applicant shall present a written statement of faith (not more than one-page, single-spaced) and shall give oral interpretation of that statement of faith and respond to questions from the CPM.
- 11). Upon satisfactory completion of all requirements of the training process and favorable final assessment and interview, if the way be clear, the CPM shall designate the applicant certified ready to receive a commission and shall report this action to the PSK and COM.
- 12) An applicant shall sign the Presbytery of Southern Kansas's Sexual Misconduct policy.

Appendix D (continued)

c. Process for a Church Seeking a CRE

- 1). When, in the view of the COM of the Presbytery of Southern Kansas, the most effective way of meeting the needs for pastoral support of a congregation is by a Commissioned Ruling Elder, the COM, or its representatives, may authorize that the congregation consider this option. The session of that church may then request that the Presbytery, through the COM, grant a commission to a properly qualified person. If such a request is approved by Presbytery, the COM shall assist the congregation to understand the role of the CRE and the process the person must follow *Book of Order* (G-2.1001).
- 2). The COM shall assist churches to find CRE Candidates and CRE Candidates to find positions that will provide for the overall mission strategy of the Presbytery.
- 3). No Session or CRE Candidates shall enter into negotiations for a CRE relationship until the need and opportunity has been reviewed and assessed by the COM. There is no restriction, however, on who may initiate this process.

d. Sample Contract and minimum requirements between a congregation and a CRE

- 1). See Form D for a sample covenant between a congregation and a CRE
- 2). The following minimums shall be included in the contract between a congregation and a Commissioned Ruling Elder:
 1. **Vacation:** There will be at least four weeks of paid vacation per year (including four Sundays). Additional compensated vacation time may be granted.
 2. **Continuing Education:** There will be two weeks of Continuing Education (including two Sundays) and \$400 Continuing Ed/Book Allowance per year. Additional compensated Continuing Education time may be granted.
 3. **Additional Continuing Education/Book Allowance:** The Session is permitted and encouraged to provide more funding for Continuing Education/Book Allowance, but this is not required.

e. Requirements for a Commission

- 1). The applicant shall have been in the CRE process for a minimum of one year and also shall have successfully completed training through a program approved by the Committee on Preparation for Ministry (CPM) of the Presbytery of Southern Kansas (PSK) before being eligible to be commissioned.
- 2). The CPM shall review the applicant's statement of faith, receive a printed sermon (to be preached at a later meeting of PSK) and shall question the applicant about the applicant's call and process.
- 3). Upon satisfactory vote and recommendation of the CPM, the Moderator of CPM shall notify COM in writing that the applicant has completed all requirements for the training process, and shall recommend the applicant to the COM for commissioning.
- 4). Upon completion of all the above requirements by the applicant and when a properly approved position is available, COM shall recommend an applicant to Presbytery for commissioning to a particular church or validated ministry. At that time, the applicant shall present a written statement of faith before the Presbytery and shall preach a sermon (previously reviewed by CPM) for Presbytery (or a committee thereof). An applicant may be asked to respond orally to questions at a meeting of the Presbytery employing the questions contained in *Book of Order* W-4.4000. The Presbytery shall act on the recommendation of the COM (*Book of Order* G-2.1003).
- 5). After Presbytery's approval of the commission, a commissioning service shall be held either during the Presbytery meeting or by an Administrative Commission of Presbytery at a service of worship in the church to which the applicant is commissioned.

Appendix D (continued)

f. Continuing Support and Oversight

- 1). COM shall appoint a teaching elder as a mentor to each newly-commissioned ruling elder (*Book of Order* G-2.1004) from the nominees submitted by the CRE and/or the Committee on Ministry (ordinarily a pastor other than the CRE's pastor). The mentor should be a good role model for the CRE, approachable and non-judgmental, seeking to listen before giving advice and/or constructive criticism. The CRE and mentor should be in contact at least quarterly. Furthermore, the mentor shall report to the COM (through the office of PSK) at least once each year.
- 2). A CRE shall be under the supervision of the Presbytery through the COM, the mentor, and the moderator of the session of the church being served, if the CERE is not the moderator (*Book of Order* G-2.1001 and G-2.1004).
- 3). One unit of Clinical Pastoral Education (CPE) is strongly recommended for the CRE as part of their on-going continuing education, if not completed before commissioning.
- 4). A CRE is expected to attend meetings of Presbytery and to engage in regular continuing education.
- 5). A CRE shall meet regularly with his or her assigned mentoring group.
- 6). A CRE shall be accountable to the COM for annual review.

Appendix D (continued)

**Commissioned Ruling Elder Application
Form A**

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: (____) _____ Home Phone: (____) _____

E-mail Address: _____

Date ordained as an elder in the Presbyterian Church (U.S.A.): _____

Church where ordained: _____

Home Congregation: _____

Location: _____

Pastor: _____

I hereby affirm that all the above information is true, to the best of my ability, and I understand that upon my enrollment as an Applicant to the CRE process in the Presbytery of Southern Kansas, I shall be subject to the conditions and requirements of such process. I also understand that enrollment as an applicant in no way guarantees completion of the program or obligation on the part of the Presbytery to guarantee me a commission upon completion of the program.

Signature

Date

Appendix D (continued)

Commissioned Ruling Elder Application Form B

Please answer the following questions. Feel free to adjust spacing or use a separate sheet of paper if necessary.

Why are you interested in this program? What motivates you to apply?

What aspects of your present church life do you enjoy the most?

What aspects are the most frustrating?

What does it mean for you to be a “Presbyterian?”

What spiritual gifts and skills do you bring to this program?

Appendix D (continued)

In what areas of your life would you like to grow?

What are your current spiritual practices and disciplines?

What are some of your interests/hobbies?

In what community or volunteer service have you been involved?

Please attach a brief statement of your personal faith. Describe what you believe about God – Father, Son, and Holy Spirit – and your relationship to God. Include a brief summary of your understanding of the role of Scripture, the Church, and the Sacraments in your life – suggested length: one-half to one page single-spaced, typed.

Appendix D (continued)

Session Endorsement

You should take your completed forms (Form A and Form B) to your pastor, or if your church is without a pastor, to the moderator of your church's session. The minister will talk with you about your interest in the Commissioned Ruling Elder program.

Then, take your application to the Clerk of Session, along with Form C (Confidential Session Endorsement Form), which they will complete. At that time, request a meeting with the session of your particular church. They will review the application with you before filling out Form C. No application may be considered without the session's endorsement.

References

In addition to the minister and session, please list three additional persons who know you well in a variety of relationships (e.g., another church member, a colleague at work, a teacher, a friend) who will serve as individual references. Duplicate and pass along an additional individual reference form to each, asking that the form be completed and mailed directly to the Presbytery Office. Please list below the persons who will be your individual references.

<u>Name</u>	<u>Address</u>	<u>City/State/Zip Code</u>	<u>Phone</u>
-------------	----------------	----------------------------	--------------

**Commissioned Lay Pastor Application
Confidential Session Endorsement Form
Form C**

Primary attention should be given at this time to evaluating the applicant's natural gifts, strength of motivation, and potential for growth. Please note the importance of the Session exercising good judgment in discerning whether this individual seems to be called by God to consider service as a Commissioned Lay Pastor.

Name of Applicant _____

Please respond candidly to the following questions: (You may adjust the spacing or use additional paper as needed.)

1. Does the applicant reveal evidence of a vital faith in God through Jesus Christ and the Holy Spirit? If so, how is that faith currently being expressed through the individual's participation in the worship, ministry, and mission of the congregation?

2. Is the applicant's physical health/stamina, emotional well-being, and maturity suitable for becoming a Commissioned Lay Pastor?

3. The following qualities are especially important in Commissioned Lay Pastors: (Please check all items that have been demonstrated by this applicant in the life of your church.)

- Ability to speak publicly and communicate clearly
- Well-developed listening skills
- Leadership Ability
- Commitment to the Presbyterian Church (U.S.A.)
- Ability to relate to various age groups
- Reliability
- Basic Knowledge of the Bible
- Compassion
- Skills in personal relationships
- Ability to keep confidentiality

4. Are there any reservations the session might have in endorsing this applicant? If so, please describe. (Note: A reservation does *not* disqualify an individual or indicate they are unsuitable for service. The Committee on Preparation for Ministry, however, must rely upon honest and candid evaluations.)

5. Would the Session be willing to provide any financial assistance for this educational process and/or psychological and career evaluation? (A yes answer to this question does not indicate a financial obligation.)

The Session of the _____ Church of _____ (city) does/does not (please circle) endorse this application for admission to the Commissioned Lay Pastor Process.

Signature of Clerk of Session _____

Date _____

Signature of Moderator of Session _____

Date _____

We have appointed _____ as the liaison to this applicant.

Covenant with Commissioned Ruling Elder Presbytery of Southern Kansas Form D

NAME OF CHURCH _____

NAME OF CRE _____

SERVICE FROM _____ TO _____

1. This covenant is considered to be a _____ time position and anticipates _____ hours per week.
2. Review of this covenant prior to renewal or termination will be made by the Session and the Committee on Ministry.
3. This relationship may be terminated prior to expiration with _____ days notice by either party and the concurrence of the Committee on Ministry.

RESPONSIBILITIES OF THE CRE (check those that apply to your situation):

- _____ Preach regularly on Sundays and at special services during the church year
- _____ Lead worship _____ times each month on Sundays and for special services
- _____ Administer the Sacrament of the Lord's Supper only in this congregation
- _____ Administer the Sacrament of Baptism only in this congregation
- _____ Make hospital visits when available
- _____ Provide administrative leadership for this congregation
- _____ Perform marriages (State requirements must be fulfilled.)
- _____ Other duties: _____

SPECIFIC DAYS IN MINISTRY if applicable _____

COMPENSATION as applicable:

- Cash salary: _____/weekly, monthly, yearly (circle one)
- Medical coverage: _____
- Social Security withheld: _____
- Travel reimbursement at IRS rate, not to exceed \$_____.
- Other ministry cost reimbursement (telephone calls, etc.): _____
- Vacation time: _____
- Continuing education time: _____
- Continuing education or book allowance: _____
- Other: _____
- Housing arrangements in the community: _____

Commissioned Ruling Elder

Clerk of Session

Presbytery Committee on Ministry

Moderator of Session
Date of Session

Action:

Balance Sheet

B&F

Fiscal Year 2013, Period 9 (09/01/2013 to 09/30/2013)

Assets

Cash & Cash Equivalents	280,123.85
Resources for Resale	1,627.57
Accounts Receivable	3,779.90
Short Term Investments	51,350.95
Long Term Investments	586,939.43
Property & Equipment, less depreciation	52,005.42
Vehicle, less depreciation	22,049.35
Bldgs, Improvements & Land, less depreciation	<u>428,652.11</u>

Total Assets 1,426,528.58

Liabilities & Fund Balances

GA & Synod Payable	9,599.78
Miscellaneous Liabilities	5,285.15
General Fund	316,276.98
Presbytery Property & Equipment Fund	7,540.03
Westminster Wood Property & Equip. Fund	263,035.97
Temporarily Restricted Funds	<u>824,790.67</u>

Total Liabilities & Fund Balances 1,426,528.58

Appendix F

Presbytery of Southern Kansas
 Statement of Activities

B&F

Fiscal Year 2013, Period 9 (09/01/2013 to 09/30/2013)

	Current Period	Year to Date	2013 Budget	% of Budget
Budgeted Income:				
Per Capita	8,857	153,202	185,000	83%
Shared Missions	19,781	176,226	240,000	73%
Interest & Dividends -- Investments	1,171	3,627	5,000	73%
Other Income	-	3,466	32,000	11%
Other Income/Camping Reserves	-	10,094	22,780	44%
Camp	<u>10,784</u>	<u>187,685</u>	<u>184,500</u>	102%
Total Budgeted Income	40,593	534,300	669,280	80%
Budgeted Expenses:				
Presbytery Office Expense	4,478	18,055	26,000	69%
Presbytery FICA/Med	693	6,430	9,012	71%
Committee on Preparation for Ministry	-	1,179	1,500	79%
Committee on Ministry	16	2,134	3,000	71%
Committee on Mission Partnership & Support	-	6,500	25,000	26%
Congregational Ministries Committee	50	8,275	9,500	87%
Other Expenses	-	430	1,500	29%
Camp Committee	-	434	300	145%
Camp Support Staff	1,712	76,496	79,230	97%
Camp Programming	1,443	46,190	44,500	104%
Camp Operations	12,388	86,518	83,250	104%
Search Cmte--Ex.Presbyter/Stated Clerk	-	4,199	-	
Council	22	261	1,000	26%

Appendix F (continued)

Budget & Finance Sub-Committee	6	12	200	6%
Personnel Sub-Committee	-	-	50	0%
Council Nominating	-	-	50	0%
Planning and Visioning	-	-	500	0%
Trustees Sub-Committee	-	-	100	0%
Committee on Church Order	-	-	250	0%
Committee for Nominations	-	51	250	20%
Committee on Representation	-	-	50	0%
Judicial/Investigative Committee	-	721	-	
Administrative Commissions	50	190	500	38%
PSK Disaster Committee	-	25	250	10%
Meetings of Presbytery	-	1,358	3,000	45%
Legal and Audit	-	4,000	6,000	67%
Office of the Presbyter	3,529	36,973	54,918	67%
Office Administrative Assist.	3,808	35,598	46,325	77%
Office of Stated Clerk	3,398	22,988	28,132	82%
Bookkeeper	1,286	10,209	15,255	67%
Camp Manager	4,654	44,584	63,216	71%
Camp Admin. Assistant	3,178	29,701	39,759	75%
GA Per Capita	2,098	36,288	43,055	84%
Synod Per Capita	831	14,389	17,412	83%
GA Shared Missions	4,211	33,580	52,800	64%
Synod Shared Missions	998	9,144	12,000	76%
Unfunded Expense			1,416	0%
Total Budgeted Disbursements	48,849	536,912	669,280	80%

Appendix F (continued)

Net Budgeted Revenue over (under)	<hr/>	
Budgeted Disbursements	(8,256)	(2,611)
Unbudgeted Revenue:		
Unrealized Gain (Loss) on Investments	16,513	26,388
Youth Council Events	<hr/> (210)	-
Total Unbudgeted Revenue	<hr/> 16,303	<hr/> 26,388
Net Revenue Over (Under) Disbursements	8,047	23,777

Appendix G – PSK Proposed Budget 2014

	2013	2014
	Budget Proposed	
<small>W E S T M I N S T E R W O O D S C A M P</small>		
Budgeted Income:		
Presbytery Support	107,767	112,546
Friends of WMW Receipts	22,780	22,780
Camp	184,500	184,500
Camp Budgeted Income	315,047	319,826
Budgeted Expenses:		
FICA/Med	4,792	4,874
Camp Committee	300	300
Camp Support Staff	79,230	79,230
Camp Programming	44,500	44,500
Camp Operations	83,250	83,250
Camp Manager (salary & benefits)	63,216	65,601
Camp Admin. Assistant (salary & benefits)	39,759	42,071
Total Budgeted Disbursements	315,047	319,826
Camp Revenue over (under) Disbursements	0	0

	2013	2014
	Budget Proposed	
<small>R E M A I N I N G P R E S B Y T E R Y B U D G E T</small>		
Budgeted Income:		
Per Capita	185,000	176,820
Shared Missions	240,000	240,000
Interest & Dividends -- Investments	5,000	1,500
Other Income	2,000	2,000
Eastminster Settlement	30,000	60,000
Total Budgeted Income	462,000	480,320

Budgeted Expenses:		
Support of Westminster Woods Camp	107,767	112,546
Presbytery Office Expense	26,000	26,000
Presbytery FICA/Med	4,220	4,274
Committee on Preparation for Ministry	1,500	1,500
Committee on Ministry	3,000	3,000

Appendix G – PSK Proposed Budget 2014

Committee on Mission Partnership & Support	25,000	25,000
Congregational Ministries Committee	9,500	9,500
Other Expenses	1,500	1,500
PJC/Investigative Committees		100
Council	1,000	1,000
Budget & Finance Sub-Committee	200	200
Personnel Sub-Committee	50	50
Council Nominating	50	50
Planning and Visioning	500	500
Trustees Sub-Committee	100	100
Committee on Church Order	250	250
Committee for Nominations	250	250
Committee on Representation	50	50
Administrative Commissions	500	500
PSK Disaster Committee	250	250
Meetings of Presbytery	3,000	3,000
Legal and Audit	6,000	4,000
Office of the Presbyter (salary & benefits)	54,918	56,913
Office Secretary (salary & benefits)	46,325	50,183
Office of Stated Clerk (salary & benefits)	28,132	34,475
Bookkeeper (salary & benefits)	15,255	15,500
GA Per Capita	43,055	44,081
Synod Per Capita	17,412	17,080
GA Shared Missions	52,800	52,800
Synod Shared Missions	12,000	12,000
Unfunded Expense	1,416	3,668
Total Budgeted Disbursements	462,000	480,320
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Net Revenue over (under) Disbursements	0	0

Appendix H – Statement of Faith – Robert Barrett

I believe in One Sovereign God, revealed to us in a multitude of ways: God the Creator, God's Son the Redeemer, and God's Sustaining Presence, the Holy Spirit.

As author and creator of all life, God created humankind *Imago Dei*: shaped and formed for a purpose by the very hands of God. As *Imago Dei*, we are created to love, to be in communion with God and in community with one another. We however have failed to be faithful to God or to each other.

Because of this estrangement, God came to us in the person of Jesus Christ, to be a model of how we are to live in relationship with God and with each other. God sent God's son into the world to reconcile a fallen humanity back into a covenant relationship with God and with each other, so that we might have abundant life.

Rather than live in blindness to the suffering of this world through our self-centeredness, being "*Imago Dei*" requires us to live as Jesus did, binding up the broken-hearted, proclaiming liberty to the captives and release from darkness to those who are blind.

Nevertheless, we have rejected the message of grace, love, and mercy which Jesus taught; choosing instead to put him to death. And yet, God loved us; and loves us still. Jesus the Christ took upon himself our sin, so that the world through him might be saved. This was the ultimate demonstration of unconditional, sacrificial love; that while we were yet sinners, Christ died for us. So saved, we are called into Christ's ministry of reconciliation. Each time we willingly lay down our life, whether literally or figuratively; not only for a friend, but for our enemies all the more, we are remembering Christ's death, and participating in Christ's resurrection and ministry of reconciliation in a broken and hurting world.

God is also revealed to us through the indwelling of the Holy Spirit. I believe that true to His word, Jesus sent the very Spirit of God to come and dwell within us and among us: comforting, sustaining, and guiding us. The Spirit of God quickens us, convicts us and opens our eyes to the suffering of this world, and it is the work of the Spirit that convinces us of the reality of the Gospel. The Spirit of God calls us to the work of reconciliation, enabling and empowering us and to carry on the ministry of Jesus Christ, a ministry that seems absurd by the standards of this world. It is the power of the Holy Spirit which allows us to cloth the naked, feed the hungry, and care for the "least of these". This same Spirit allows us to share God's love with all creation, present and available for us in the mystery of the sacraments. While this is a mystery that I do not fully understand, I most certainly believe that in the ordinary elements of water, bread and wine, God meets us in an extraordinary way.

At the font we encounter God in a very real and tangible way. More than symbolic, this ritual serves to bind us to the Holy. Baptism is a communal event, uniting "the people of God with each other and with the church of every time and place" (W-2.3005). More than a renunciation of sin and a cleansing of all unrighteousness, it is through our baptism that we die to our old selves and are "reborn" in Christ. "We die to what separates us from God and are raised to newness of life in Christ" (W-2.3002). Indeed, baptism then becomes for us a sealing of our membership in the Church, the beloved community of faith and it is within this community of faith that we are cared for and nurtured, entering into a covenant relationship with God and with each other.

In similar fashion, when we gather at the table to partake in the Lord's Supper, I believe Christ is truly present; present as host and present in, with and under the elements. It is at the table that we remember the saving work of Jesus, and at the table we are reminded that Jesus continues to save. It is at the table that we are transformed, renewed and sustained; whoever we are, wherever we find ourselves. It is through our participation in this holy meal, that we renew the vows of our Baptism and strengthen our commitment to love and serve God and one another in this broken and hurting world. How this happens, how it is that Christ is present, how we are transformed, I do not know. God's sacramental presence to us is a mystery; yet it is a mystery I fully embrace and enter into.