

Docket for Assembly Meeting of Whitewater Valley Presbytery

Wednesday, November 6, 2019

Tabernacle Presbyterian Church, Indianapolis

Registration begins 9:00 a.m.

New Commissioner Orientation 9:15 a.m.

Meeting called to order 10:00 a.m.

10:00 a.m. Convene and Call to Order

- **Opening Prayer or Hymn** **Ruling Elder Sandra Reid, WVP Moderator**
- **Welcome** **Rev. John Gable, Tabernacle Presbyterian**
- **ACTION: Seating of Corresponding Members**
Rev. Alan Thames, Executive Presbyter

- **Establishment of Roll and Quorum**
- **ACTION: Docket and Consent Agenda Approval**
 - **COM Reported Actions**
 - **Coordinating Council Reported Actions**
 - **CPM Reported Actions**
 - **Board of Directors Reported Actions**
- **Introduction of New Ruling Elder Commissioners**
Rev. Alan Thames, Executive Presbyter

- **Introduction of New and Transitioning Teaching Elders**
Rev. Daren Hofmann, Whitelick Presbyterian

- **Stated Clerk's Report** **Commissioned Ruling Elder Kristy Quinn**

- **Committee on Representation Report** **Rev. Steve Ebling, New Hope Presbyterian**
 - **Election of 2020 Presbytery Vice-Moderator**
 - **Election of 2020 Presbytery Commissions and Committees**
 - **Election of 2020 General Assembly Commissioners**

10:30 a.m. Presentation of Certificates for Participation in PCUSA Special Offerings

Bible Study (Matthew 25:31-46) and Invitation to Matthew 25 Initiative

Rev. Chris Roseland, Mission Engagement Advisor of the Presbyterian Mission Agency

11:05 a.m. Break Out Groups Exploring Dynamics of Congregational Vitality

1. Congregational Vitality through One New Thing – convened by Rev. Kathleen O’Connell of United Faith Presbyterian Church (community/congregation mural project in Nebraska neighborhood of Fort Wayne)
2. Congregational Vitality through New Beginnings and Next Steps – convened by Rev. Deb Mitchell and Rev. Elizabeth Kaznak-Hall (the possibilities of congregations doing New Beginnings and potential next steps for congregations who want to explore their ministry context)
3. Congregational Vitality through Community Outreach – convened by Rev. Steve Ebling of New Hope Presbyterian Church, Fishers (Day of Caring) and Rev. Winterbourne Harrison-Jones of Witherspoon Presbyterian Church, Indianapolis (Witherspoon Scholars)
4. Congregational Vitality through Leadership Enrichment – convened by Rev. John Gable of Tabernacle Presbyterian Church, Indianapolis (opportunities for pastors through Presbyterian CREDO) and Rev. Chris Henry of Second Presbyterian Church, Indianapolis (opportunities for all congregational leaders through participation in NEXT Church)

11:55 a.m. LUNCH

12:50 p.m. Reconvene in Sanctuary

- **Report of the Executive Presbyter** **Rev. Alan Thames**
- **A Litany of Call**

One: God has told you, O mortal, what is good, and what does the Lord require of you but to do justice, and to love kindness, and to walk humbly with your God? What, then, is our call at individuals?

All: We are called to welcome the stranger, to feed the hungry, to protect the helpless, to share our wealth, to do justice, to love kindness, to create joy, and to live in loving relationship with our God.

One: What is our call as churches?

All: We are called to nourish the hungry, to shelter the homeless, to cherish community, to live in hope, to seek unity, to right wrongs, to fight injustice, to carry God’s love into the world, and to live in loving relationships with one another.

One: What is our call as a presbytery?

All: We are called to choose hope in the face of fear, to speak out against injustice, to nurture community among our churches, to foster unity in diversity, and to live in loving relationship with all of creation.
- **An Invitation to Hear the Context of the Ministry of Tabernacle Presbyterian**
Rev. John Gable

1:05 p.m. WORSHIP

Call to Worship:

All: Praise God!

Group 1: We praise you, our God, and we bless your name forever and ever.

Group 2: Every day we will bless you, and praise your name.

Group 1: Great are you, God, and greatly to be praised.

Group 2: Your greatness is unsearchable.

Group 1: You are near to all who call on you.

Group 2: To all who call on you in truth,

All: Praise God!

Opening Prayer

Sustaining God, we gather to seek your presence. We know that when we call out to you, you are near. You hold us up when we are falling. You are just in all your ways, and kind in all your doings. You have never failed us. Saving God, we gather to proclaim your power, knowing that your words are faithful and your deeds are gracious. We stand in awe of your wondrous works. Still-speaking God, we gather to listen for your voice. Speak to us in scripture, song, and silence. Show us the way to love, not just in word and speech, but in truth and action. Show us where you want to lead us. Amen.

***Hymn 186 “Come now, You Blessed, Eat at My Table”**

Prayer of Confession (unison)

God of love, you created us to love you and one another. We confess that we have sometimes limited that love to words, and failed to make that love real by our actions. We have failed to recognize Christ in the hungry, the thirsty, the homeless, the naked, the incarcerated and the sick. Too often, we have turned away from your presence, failing to share what we have with our brothers and sisters in need. Forgive us. Turn our hearts, and guide us to follow in your ways anew.

Words of Assurance

Leader: Our God is gracious and merciful, slow to anger and abounding in steadfast love.

People: God is good to all, and has compassion for all creation.

***Litany**

O God of promises, you remind us again and again that you are present with your people. When our hearts are broken,

You are here

Where anyone is hungry, or thirsty,

You are here

When we feel like strangers, and wonder if anyone will welcome us,

You are here

Where anyone is sick, or in need of care and company,

You are here

When people are in prison,

You are here

When anyone needs clothing,
You are here

You, O God, are here with us when we suffer. Empower us to be with others as they suffer. Help those who feel hopeless, or who are filled with fear. Help us to remember that You are here, God, in the midst of all that we are going through. Help us remember that you are a God of love, and you love us. Amen.

Scripture Reading
Sermon

Matthew 25:34-40
“Lord, When Did We See You?”

Rev. Chris Roseland

The Offering

Unison .Prayer of Dedication

Gracious God, in our offering we return to you a portion of the blessings you have showered upon us. Bless these gifts, that they might bring comfort, food and shelter to those who need it. Bless those who will receive them. Let them know your love through full bellies, warm clothing, and safe places to sleep. Amen.

Invitation to the Table

The Great Thanksgiving

One: The Lord be with you.

All: And also with you.

One: Lift up your hearts.

All: We lift them up to the Lord.

One: Let us give thanks to the Lord our God.

All: It is right to give our thanks and praise.

One: Praise to you, O God, for all your works. You created the world and called it good and made us in your image to live together in love. You may a covenant with us, and even when we turned from you, you remained ever faithful. Therefore with all creation we sing your praise:

All: Holy, holy, holy Lord, God of power and might, heaven and earth are full of your glory. Hosanna in the highest. Blessed is the One who comes in the name of the Lord. Hosanna in the highest.

One: Thank you, O God, for sending us your Son. He lived among us and told your story. He healed the sick and welcomed sinners. He shared our pain and died our death, then rose to new life that we might live, and all creation be restored. We give you thanks that the Lord Jesus, on the night before he died, took bread, and after giving thanks to you, he broke it and gave it to his disciples, saying: “Take, eat. This is my body, given for you. Do this in remembrance of me.” In the same way Jesus took the cup, saying: “This cup is the new covenant sealed in my blood, shed for you for the forgiveness of sins. Whenever you drink it, do this in remembrance of me. Remembering your boundless love revealed to us in Jesus Christ, we break bread and share the cup, giving ourselves to you to live for him in joy and praise. Great is the mystery of faith:

All: Christ has died, Christ is risen, Christ will come again.

One: Gracious God, pour out your Holy Spirit upon us and upon these your gifts of bread and wine that they may be for us the body and blood of Christ and that we may be his body for the world. By your Spirit unite us with Christ and one another until we feast with him and with all your saints in your eternal realm of justice and peace. Through Christ, with Christ, in Christ, in the unity of the Holy Spirit, all glory and honor are yours, almighty God, now and forever. Amen.

As our Savior Christ has taught us, we are bold to pray:

All: Our Father in heaven, hallowed be your name, your kingdom come, your will be done, on earth as in heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours now and forever. Amen.

The Service of the Bread and the Cup

Unison Prayer after Communion

God of abundance, with this bread of life and cup of salvation you have united us with Christ, making us one with all your people. Now send us forth in the power of your Spirit that we may proclaim your redeeming love to the world and continue forever in the risen life of Jesus Christ, our Lord. Amen.

***Hymn 852 “When the Lord Redeems the Very Least”**

Installation of the Presbytery Moderator, Gretchen Schneider, and Vice-Moderator, Mike Whitfield

Questions to the 2020 Moderator and Vice-Moderator

Questions to the Presbytery Assembly

Moderator: Do you, the members of the Presbytery of Whitewater Valley, confirm the call of this presbytery to our sister, Gretchen, and our brother, Mike, in the service of Jesus Christ.

Unison: We do.

Moderator: Will you support and encourage them in this ministry?

Unison: We will.

Moderator: Faithful God, in baptism you claimed us; and by your Holy Spirit you are working in our lives, empowering us to live a life worthy of our calling. We thank you for leading Gretchen Schneider and Mike Whitfield to this time and place. Establish them in your truth, and guide them by your Holy Spirit, that in your service they may grow in faith, hope and love, and be faithful disciples of Jesus Christ, to whom with you and the Holy Spirit, be honor and glory, now and forever.

Unison: Almighty God, in Jesus Christ you called disciples, and by the Holy Spirit, made them one Church to serve you. Let your Spirit rule your Church, so that we may be joined in love and service to Jesus Christ, who having gone before us, is coming to meet us in the promise of your kingdom. Amen.

Moderator: Gretchen and Mike, you are installed to service as the Moderator and Vice-Moderator of the Presbytery of Whitewater Valley. Whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God through him.

2:00 p.m. **The Business of the Presbytery through the Coordinating Council**

- **Update on Pyoca Transition Rob Peterson, Orchard Park Presbyterian and Mike Davis, Pyoca Executive Director**
- **Presentation and Approval of Proposed By-Laws for Pyoca**
ACTION: Having been reviewed by the Board of Directors and the Coordinating Council, approval of the By-laws for Pyoca to enable next steps toward becoming a separately incorporated entity
- **Hispanic Ministries Lead Team Announcements**
- **Second Read of the Proposed 2020 Mission Operations and Mission Focus Units Budget**
ACTION: Approval of the 2020 Mission Operations and Mission Focus Units as recommended by the Coordinating Council
- **Second Read of the Revised Standing Rules and of the Proposed Manual of Administrative Operations**
ACTION: Approval of Amendments to the Standing Rules (related to deletion of the Leadership Cabinet) to provide consistency with the Manual of Administrative
ACTION: Approval of the Manual of Administrative Operations as recommended by the Coordinating Council

2:30 p.m. **The Business of the Presbytery through the Commission on Ministry**

Daren Hofmann, White Lick Presbyterian

- **Ordination Examination of Ms. Gracie Hellweg Payne for Lake Fellow Residency at Second Presbyterian Church, Indianapolis**
ACTION: Arrest the Examination of Ms. Gracie Hellweg Payne
ACTION: Sustain the Examination and Approve Ordination of Ms. Gracie Hellweg Payne
- **Ordination Examination of Mr. Christopher Palmer for Lake Fellow Residency at Second Presbyterian Church, Indianapolis**
ACTION: Arrest the Examination of Mr. Christopher Palmer
ACTION: Sustain the Examination and Approve the Ordination of Mr. Christopher Palmer

3:00 p.m. **Old Business**

New Business

Adjournment

Next Meeting is Saturday, February 8 at First Presbyterian Church of Anderson

Dynamics of Congregational Vitality
Break-Out Groups at Presbytery Assembly

Whitewater Valley Presbytery has been lifting up the importance of congregational vitality at each presbytery assembly meeting of 2018 and 2019. As we celebrate the energy, intelligence, imagination and love of our congregations and their leaders, we encourage you to register for one of the following break-out groups at the November 6, 2019 presbytery assembly meeting at Tabernacle Presbyterian Church of Indianapolis.

1. **Congregational Vitality through One New Thing**
Sometimes a congregation can engage its surrounding community/neighborhood in new and exciting ways simply by doing One New Thing. This break-out group will be convened by Rev. Kathleen O'Connell of United Faith Presbyterian Church (community/congregation mural project in Nebraska neighborhood of Fort Wayne). Attendees can share ideas and learn from one another about doing One New Thing in their own context.
2. **Congregational Vitality through New Beginnings and Next Steps** – This break-out group, convened by Rev. Deb Mitchell and Rev. Elizabeth Kaznak-Hall focuses on the possibilities of congregations doing New Beginnings and potential next steps for congregations who want to explore their ministry context. The Coordinating Council has agreed to partner financially and personally with congregations who might be ready to explore what New Beginnings and Next Steps might offer them. Attendees can learn more about how to access these resources.
3. **Congregational Vitality through Community Outreach** – Many congregations have begun programs that intentionally connect with their community through specific outreach offerings. This break-out group will be convened by Rev. Steve Ebling of New Hope Presbyterian Church, Fishers (Day of Caring) and Rev. Winterbourne Harrison-Jones of Witherspoon Presbyterian Church, Indianapolis (Witherspoon Scholars) and will offer an opportunity for attendees to share ideas and to imagine what a long-term outreach might mean for their congregations and their communities.
4. **Congregational Vitality through Leadership Enrichment** – This break-out group, convened by Rev. John Gable of Tabernacle Presbyterian Church, Indianapolis (opportunities for pastors through Presbyterian CREDO) and Rev. Chris Henry of Second Presbyterian Church, Indianapolis (opportunities for all congregational leaders through participation in NEXT Church) will offer participants a way to approach congregational vitality by finding ways to enrich leaders. In addition to CREDO and NEXT Church, attendees will be encouraged to share other leadership enrichment ideas.

Whitewater Valley Presbytery

Manual of Administrative Operations

Presbytery Assembly, Coordinating Council – Second Read November 6, 2019

INTRODUCTION

This Manual of Administrative Operations [Manual] provides the operational structure and instructions for the Presbytery of Whitewater Valley (the Presbytery), including its primary committees and commissions, as required by the *Book of Order* (G-3.0106) of the Presbyterian Church (U.S.A.) [PC(USA)].

THE PRESBYTERY OF WHITEWATER VALLEY HANDBOOK

The Presbytery of Whitewater Valley Handbook will include the Manual of Administrative Operations, the Standing Rules, and the Policies, Procedures, and Guidelines of the Presbytery. These resources are available on the Presbytery website. www.whitewatervalley.org

I. PRESBYTERY ASSEMBLY MEETINGS

A. STATED MEETINGS

The Presbytery shall convene meetings four times a year with dates and locations determined by the Coordinating Council Commission and ordinarily reports to the Presbytery Assembly at its November meeting.

It is expected that every member of the Presbytery will attend and be present through the entire assembly meeting.

The Presbytery may adjourn a stated meeting to a specific time and place.

Special meetings of the Presbytery may be called [G-3.0304] as provided in the Standing Rules of the Presbytery.

In the absence of the Moderator or Vice Moderator of the Presbytery, the Stated Clerk may convene a duly-called stated or special meeting of the Presbytery and proceed directly to the election of moderator *pro tempore*, either a teaching elder or a ruling elder, for that meeting.

B. MEMBERSHIP and ASSEMBLY MEETING DETAILS

Requirements related to membership in the Presbytery and assembly meetings, including members with voting privileges, are found in the Presbytery's Standing Rules, sections three (3) and four (4).

C. COMMUNION

The Sacrament of the Lord's Supper shall be celebrated at every stated meeting of the Presbytery.

D. MILEAGE AND DEPENDENT CARE SUBSIDIES

The Presbytery shall pay a travel subsidy, if requested, to all stated and special meetings of the Presbytery at a rate determined by the Coordinating Council. The Presbytery also offers a subsidy for dependent care during the Presbytery meetings.

E. RECORDS

The record of proceedings of all meetings, as advised by the Stated Clerk and by approval of the Coordinating Council Commission of the Presbytery, as well as its rolls and registers, shall be deposited with the Presbyterian Historical Society for permanent archival storage. (G-3.0107)

The records of the Presbytery shall be submitted to the Synod of Lincoln Trails [Synod] for review annually, in the manner determined by the Synod.

F. COMMISSIONERS

Each church in the Presbytery shall have one ruling elder commissioner to meetings of the Presbytery. Churches with membership over 100 may have one additional commissioner for each additional 200 church members or portion thereof.

Sessions are encouraged to elect ruling elder commissioners to the Presbytery for a one-year term for the purpose of continuity.

G. NOMINATIONS and ELECTIONS

Ordinarily, nominations and elections to a Presbytery office, including commissions and committees, shall be made and elected at the final meeting of the calendar year for commencement at the beginning of the following calendar year.

The slate of nominees will be submitted by the Committee on Representation, with opportunity always provided for nominations from the floor of a Presbytery meeting. Persons being nominated from the floor, and who are present, must agree to have their names placed in nomination. Persons eligible for election, but who are not present, shall have given prior agreement in writing to the nomination, which agreement shall be presented to the Stated Clerk. Persons making such nominations shall be prepared to present biographical and other appropriate information about the nominee.

II. **PRESBYTERY OFFICERS**

The Presbytery officers are Moderator, Vice Moderator, Stated Clerk, and Treasurer. The general duties of these offices are outlined in the Standing Rules.

A. MODERATOR

In addition to the Officers and Moderator's duties in the Standing Rules, section five (5), the Moderator shall:

1. appoint a clerk *pro tempore* in the absence of the Stated Clerk, if possible, in consultation with the Stated Clerk;
2. attend the General Assembly-sponsored Moderators' Conference (at Presbytery expense);
3. preside over installation of the Presbytery officers;
4. preside over commissioning of the General Assembly Commissioners; and
5. preside over commissioning of ruling elders to particular pastoral service.

B. VICE MODERATOR

The duties of the Vice Moderator are specified in the Standing Rules, section five (5).

C. STATED CLERK

Purpose

The Stated Clerk is an elected officer for a three-year term and may be re-elected. The Stated Clerk supports Whitewater Valley Presbytery's congregations in matters of polity and parliamentary procedure, maintains the records of minister members and congregations, provides advice and counsel to persons and groups within the Presbytery on the Constitution of the Presbyterian Church (U.S.A.), partners with other Presbytery staff in management of Presbytery meetings, and facilitates the judicial process.

The Stated Clerk shall serve as Secretary of the corporation of the Presbytery of Whitewater Valley and is granted authoritative permission to sign legal documents on behalf of the Presbytery.

Accountability

The Stated Clerk of the Presbytery is an exempt Presbytery staff position, accountable to the Presbytery through the Personnel Committee. In addition to the responsibilities below, the Personnel Committee shall also provide a position description.

The Stated Clerk is also accountable to the office through all references in the *Book of Order* and the Presbytery's Standing Rules, section five (5.6).

Responsibilities

The Stated Clerk shall:

1. keep a permanent record of all actions of the Presbytery;
2. record the business of Presbytery, providing a complete electronic copy of Presbytery minutes to the Presbytery office within four weeks after the Presbytery meeting;
3. keep the permanent roll of the Presbytery and keep a roll of ministers and elders of the churches represented at each Presbytery meeting;
4. keep a complete file of the minutes and submit these minutes annually to the Synod for review and approval;
5. act as the Parliamentarian of the Presbytery and act as advisor to its ministers and member congregations on questions of Constitutional interpretation and parliamentary usage;
6. oversee and confirm transmission of all required annual statistical reports to the General Assembly;
7. coordinate and/or conduct reviews of the records of the Clerk of Session in the churches of the Presbytery (G.10.0301);
8. handle the correspondence received by the Stated Clerk;
9. resource Clerks of Session within the Presbytery in fulfilling their roles;
10. provide resources and advice for the Presbytery Moderator as needed and facilitate details of meeting management in consultation with the Executive Presbyter and office staff;
11. be the primary resource staff person to the Permanent Judicial Commission, Administrative Commissions, and other Presbytery commissions, committees and task forces as assigned, and facilitate the judicial process within the Presbytery as provided by the Rules of Discipline and policies of Whitewater Valley Presbytery; and
12. resource the Presbytery General Assembly Commissioners, who facilitate work with bills and overtures and, in partnership with the Executive Presbyter, facilitate training of General Assembly Commissioners.

D. TREASURER

Purpose and Accountability

The Treasurer is an officer elected to a three-year term and may serve successive terms.

The Treasurer is accountable to the Coordinating Council Commission and the Presbytery.

Responsibilities

In addition to Standing Rules section five (5.7), the Treasurer:

1. is authorized to co-sign all checks and financial papers as authorized by the Presbytery;
2. shall serve as an ex-officio member, with voice but not vote, on the Board of Directors, the Coordinating Council Commission, and the Finance Committee;
3. in consultation with other designated staff, review monthly financial statements and account reconciliations;
4. will work closely with the Executive Presbyter, Financial Consultant, and the Presbytery staff.

Skills

The Treasurer is:

1. experienced with and capable of understanding financial transactions, records and processes in order to recommend proper accounting procedures and principles for the best possible financial accountability;
2. able to understand and advise regarding investment opportunities and reporting, assisting and advising with recommendations related to investment direction;
3. familiar with computers and financial programs.

III. PRESBYTERY STAFF

A. EXECUTIVE PRESBYTER

Purpose

To empower, resource, and coordinate the ministry and mission of the Presbytery and its congregations.

Accountability and Relationships

The Executive Presbyter is:

1. a Ruling Elder or Minister of Word and Sacrament;
2. called and employed by the Presbytery;
3. accountable to the Presbytery through the Coordinating Council Commission and the Personnel Committee;
4. directly supervised by the Personnel Committee.

Evaluation

The Presbytery Personnel Committee shall make an annual review of the work of the Executive Presbyter. The annual review shall include identification of goals and priorities in place at the beginning of the review period as a basis for the annual review.

Terms of Employment

The Terms of the Call for the Executive Presbyter shall be set by the Presbytery upon recommendation of the Personnel Committee and recorded in the minutes of the Presbytery.

General Responsibilities

1. fulfill the duties of the position description developed by the Personnel Committee;
2. assist in on-going development strategy with other presbyteries in the Synod;
3. foster congregational development and transformation.
4. nurture leadership development;
5. serve as primary staff resource to the Coordinating Council Commission, Commission on Ministry, Committee on Preparation for Ministry, and the Committee on Representation;
6. provide pastoral service to members of the Presbytery; and
7. supervise the Presbytery staff.

B. OTHER STAFF

Additional reference -- Standing Rules section 6

1. Other administrative, financial, technological, or program responsibilities may be added by the Coordinating Council Commission in consultation with the Personnel Committee and other appropriate committees and teams.

2. Responsibilities and accountabilities for such additional staff members will be defined in the position description for each position as established by the Personnel Committee and approved by the Coordinating Council Commission.

IV. COMMISSIONS AND COMMITTEES OF THE PRESBYTERY - GENERAL PROVISIONS

The following are applicable to all Commissions and Committees of the Presbytery of Whitewater Valley.

Policies, Procedures, and Guidelines

Commissions and Committees, as defined within the Presbytery's Standing Rules, will ordinarily be required to create their own policies, procedures, and guidelines for review and initial approval by the Coordinating Council Commission.

- Policies shall also be presented to the Presbytery Assembly for approval.
- Procedures or guidelines shall be approved by the Coordinating Council Commission and received by the Presbytery Assembly.

Exceptions may be, for example, the Permanent Judicial Commission, some Administrative Commissions, or Committees for Special Service with limited terms or when their duties and service may otherwise be defined by the *Book of Order* or the Presbytery.

Commissions and Committees Quorum

A quorum for all commissions and committees shall be a majority of its membership.

Commissions Report to Presbytery

Commissions shall report their actions to the Presbytery Assembly, or present recommended actions to the Assembly as required. Reported actions may be included with the Consent Agenda.

Administrative Commissions related to congregations shall present an annual summary report of their work to the Presbytery Assembly until the commission is dismissed.

Work within a Commission or Committee

A commission or committee, when not otherwise mandated by the *Book of Order*, the Presbytery's Standing Rules or other policies, may establish or appoint, within its own structure, work teams to facilitate and accomplish their tasks.

A. BOARD OF DIRECTORS COMMISSION (BOD)

Purpose

The purpose of the Board of Directors is to fulfill the legal and corporate responsibilities for the orderly and efficient functioning of the Presbytery as a non-profit organization, including matters of property. The BOD has oversight of the legal transactions of the corporation, with recommendations for corporate legal changes to be submitted to the Presbytery for approval.

Membership

The BOD shall consist of six (6) elected members serving in three classes for not more than two three-year terms. The Presbytery Treasurer shall serve as an ex-officio member with voice but not vote. The duration of the Presbytery Treasurer's term shall be equal to the duration of the elected position.

The BOD will annually elect a President, Vice President, and Recording Secretary.

Staff

The Executive Presbyter is the designated staff.

Meetings

The BOD will ordinarily meet four (4) times a year.

Functions

The functions of the BOD are in the Standing Rules, section nine (9). Additionally, the Board of Directors will provide for and approve an annual audit.

B. COORDINATING COUNCIL COMMISSION (CCC)

Purpose

The purpose shall be to envision, facilitate, and evaluate the mission of the Presbytery and to administer its ongoing work. The CCC serves as the administrative body of the Presbytery.

Membership

The CCC shall consist of twenty-four (24) elected members in four classes and, additionally, the Presbytery Moderator and Vice Moderator. The Presbytery Treasurer shall serve as an ex-officio member with voice but not vote. The elected members shall serve four-year (4) terms and are not eligible for consecutive service. The terms of the Presbytery Moderator, Vice Moderator, and Treasurer shall be for the duration of their elected positions.

Staff

The Executive Presbyter is the designated staff.

Meeting

The CCC will ordinarily meet six (6) times a year.

Functions

In addition to Standing Rules section ten (10), the CCC will coordinate the work of the Presbytery commissions, committees, and task groups, including:

1. plan and prepare the docket for the Presbytery meetings in consultation with the Executive Presbyter and the Stated Clerk;
2. nominate a slate for the Committee on Representation and present it to the Presbytery Assembly for approval, ordinarily during the last Stated Meeting of the year;
3. receive reports and review the work of commissions, committees, and task groups;
4. act on behalf of the Presbytery as necessary between stated meetings of the Presbytery, when it is impossible or inappropriate to wait for the next meeting of the Presbytery, in the following ways:
 - appoint administrative commissions;
 - approve dates and sites for stated meetings (ordinarily a year in advance) and special meetings of the Presbytery, subject to minimal notice;
 - to change the dates or sites of meetings of the Presbytery, subject to minimal notice; and
 - in partnership with the Executive Presbyter and the Moderator and Vice Moderator, authorize official public statements on behalf of the Presbytery.
5. appoint task groups to fulfill responsibilities not clearly designated to an existing commission or committee of the Presbytery; and
6. coordinate the Presbytery's involvement in denominational and ecumenical relationships by:
 - coordinating and facilitating communications with other councils and ecumenical agencies and
 - appointing representatives to participate in consultations and other events.

7. consult with the Stated Clerk to appoint a Standing Rules and Administrative Manual of Operations Team to assist the Stated Clerk in the preparation of those documents; receive and review recommendations regarding proposed amendments to the Standing Rules and the Administrative Manual of Operations; and
8. conduct an annual evaluation of its organization and task priorities. The CCC will discuss future visions and/or set goals for the Presbytery. These tasks will ordinarily be done during an annual retreat.

C. COMMISSION ON MINISTRY (COM)

Purpose

The COM shall provide supervision, oversight, and counsel to all Ministers of Word and Sacrament of the Presbytery, to Commissioned Ruling Elders (CRE's) providing pastoral service to churches or other ministries, and to all churches of the Presbytery in matters of pastoral staffing. When appropriate and by invitation of a Session or head of staff, the COM may provide consultation related to other staffing matters.

Membership

The COM shall consist of twenty-seven (27) elected members. The elected members shall serve three-year terms and may serve consecutive terms not to exceed six (6) years.

Staff

The Executive Presbyter and the Stated Clerk are designated staff.

Meetings

The COM will ordinarily meet monthly, the last Wednesday of each month. At the discernment of the Executive Presbyter and COM Moderator, monthly meetings may be combined or cancelled to facilitate the efficient work of the commission.

Functions

In addition to Standing Rules section eleven (11), the COM shall:

1. advise and provide counsel to sessions, Pastor Nominating Committees, and congregations specific to their ministry model for an installed pastor's position, a CRE position, or a contractual ministry position;
2. approve calls to Ministers of Word and Sacrament and CREs for pastoral service or recommend to the Presbytery such approval where required, *Book of Order* G-2.0502;
3. supervise a process for ordained ministers of other denominations who request transfer of their ordination credentials to the Presbyterian Church (USA). The process will at least include a background check, verification of ecclesiastical standing, verification of educational credentials, and an examination by the COM. After all requirements are satisfactorily met, the COM may recommend the minister to the Presbytery for approval to transfer their ordination credentials and receive her/him as a member of the Presbytery, *Book of Order* G-2.0505;
4. dissolve pastoral relationships between a congregation and a pastor;

5. recommend appropriate actions to the Presbytery when a congregation or a pastor seeks dissolution of a pastoral relationship without the concurrence of the other party;
6. receive and grant approval of requests of minister members of the Presbytery to labor outside the bounds of the Presbytery and requests of minister members from other presbyteries to labor within the bounds of the Presbytery;
7. dismiss Ministers of Word and Sacrament to other PC(USA) presbyteries;
8. annually, recommend Minimum Terms of Call for Ministers of Word and Sacrament to the Presbytery for approval;
9. determine the appropriate PC(USA) Authorized Ecclesiastical Occupational Designation for Ministers of Word and Sacrament;
10. examine and grant approval for ministers seeking the status of Validated Ministry, *Book of Order* G-2.0503a.;
11. grant approval for Member at Large status of Teaching Elders, *Book of Order* G-2.0503b.;
12. approve honorable retirements for Ministers of Word and Sacrament and recognize their ministry during a Presbytery assembly;
13. approve or recommend candidates ordained for pastoral service;
14. annually report to the Presbytery the terms of call for installed pastor relationships or CRE's who serve in a full-time position with benefits equal to those of installed pastors;
15. review and approve all temporary pastoral relationships, *Book of Order* G-2.0504b.;
16. recommend to the Presbytery, after an examination by the COM for readiness to receive a call or validation for other ministry, candidates for ordination to the ministry of the Word and Sacrament;
17. annually recommend to the Presbytery minimum compensation requirements for Teaching Elders, CREs, and Certified Christian Educators, *Book of Order* G-2.1103b., temporary session moderators, and pulpit supply preachers;
18. appoint, approve and dismiss administrative commissions for installations and ordinations;
19. maintain complete files of correspondence, personnel assessments, examinations, and background checks related to calls and pastoral service within the Presbytery;
20. maintain a process to facilitate training for CRE's. The COM shall receive applications and may approve the status of CRE for service within the Presbytery. The COM will provide opportunities or recommendations for continuing education; and
21. make provisions for a moderator if there is no installed pastor, or the installed pastor is unable to moderate and/or to name another moderator, *Book of Order* G-10504.

D. COMMISSION ON PREPARATION FOR MINISTRY (COPM)

Purpose

The COPM shall provide supervision, oversight, and counsel to those enrolling/enrolled as inquirers and candidates and preparing for the office of Minister of Word and Sacrament.

Membership

The COPM shall consist of twelve (12) elected members. The elected members shall serve three-year terms and may serve consecutive terms not to exceed six (6) years.

Staff

The Executive Presbyter is the designated staff.

Functions

In addition to Standing Rules section twelve (12), they shall perform all duties required in the Presbyterian Church (USA) related to preparation of individuals to the office of Minister of Word and Sacrament, *Book of Order* G-2.06 and G.3-30307.

The Commission also has the authority to:

1. enroll inquirers;
2. dismiss candidates; and
3. certify candidates as ready for examination and ordination, *Book of Order* G-11.0103.

Meetings

The COPM shall meet at least four (4) times a year.

E. PERMANENT JUDICIAL COMMISSION (PJC)

Purpose

The Permanent Judicial Commission of the Presbytery is constituted according to the Rules of Discipline of the *Book of Order* D-5.0100. The PJC will meet annually to review its duties and responsibilities. The PJC shall also meet whenever judicial action is initiated or enacted under the provisions of the Rules of Discipline. The PJC shall elect its own moderator and clerk. The Stated Clerk is the presbytery officer who provides primary counsel to the PJC.

Membership

The PJC shall consist of seven (7) members elected by Presbytery in three classes of terms that are not to exceed six (6) years, in accordance with the provisions of the *Book of Order* D-5.0101-5.0105.

Staff

The Stated Clerk is the designated staff.

Meetings & Quorum

The PJC shall meet and maintain a quorum in accordance with the provisions of the *Book of Order* D-5.0200.

Reporting

The PJC shall publish and report the decisions of its deliberations to the parties within three days, to the Presbytery at its next stated meeting, and to the public upon its own determination. Its decisions and records are to be maintained and preserved by the Stated Clerk.

V. COMMITTEES OF WHITEWATER VALLEY PRESBYTERY

A. FINANCE COMMITTEE

Purpose

The Finance Committee shall:

1. administer the ongoing financial work of the Presbytery; and
2. provide guidance and assistance to constituent churches that desire or need financial expertise of the Presbytery.

Accountability

The Finance Committee is accountable to the Coordinating Council Commission.

Membership

The Finance Committee shall consist of five (5) appointed members with skills and knowledge compatible with the purpose of the committee. No member may serve more than six (6) consecutive years. The Treasurer of the Presbytery shall serve as an ex-officio member, with voice but not vote, for the duration of that elected position.

The Coordinating Council Commission will appoint and approve the members annually and report that action to the Presbytery.

Staff

The Executive Presbyter and the Financial Consultant are the designated staff for the Finance Committee.

Meetings

The Finance Committee will establish their meetings to assure the Presbytery's annual first read and second read budgets are presented to the Coordinating Council Commission and the Presbytery Assembly in a timely manner, and to accomplish the other committee functions.

Functions

In addition to Standing Rules section fifteen (15), the Finance Committee shall have oversight in the following areas:

1. develop and monitor a budgeting process for commissions and committees;
2. prepare and recommend an annual budget to the Presbytery;
3. report to the Presbytery at least annually on assets held by the corporation;
4. prepare, with the Financial Consultant, regular financial reports to the Presbytery;
5. recommend to the Presbytery per capita apportionment and payment schedules; and
6. maintain financial records.

B. COMMITTEE ON REPRESENTATION (COR)

Purpose

The Committee on Representation shall fulfill the responsibility of nominations to the Presbytery for persons to serve the requisite elected positions as stipulated by the Manual of Administrative Operations, consistent with the provision of the *Book of Order* G-3.0111.

The COR of Whitewater Valley Presbytery shall work to monitor and encourage an imperative toward diversity and balance of representation in the life and leadership of the Presbytery and the membership of its committees and commission, *Book or Order* G-3.0103.

It shall advocate for representation of people of color, women, different age groups, and persons with disabilities and review the performance of the Presbytery in achieving balanced representation.

Membership

The COR shall consist of five (5) members. The elected members shall serve one-year terms, with eligibility for three (3) consecutive terms. The Coordinating Council Commission shall nominate and present a slate to the Presbytery Assembly for approval, ordinarily during the last Stated Meeting of the year.

Staff

The Executive Presbyter is the designated staff.

Meetings

The Committee on Representation will establish their annual calendar to assure the annual slate of nominees are presented at the last stated Presbytery Assembly meeting each year and to fill vacancies as they occur.

Functions

The COR shall make recommendations and present a slate of nominees for commission and committee positions and officers of the Presbytery, including replacements for unscheduled vacancies, according to the needs outlined in the Manual.

1. Nomination for Moderator of Presbytery

In its nominations for the Presbytery Moderator, the COR shall ordinarily alternate between Ruling Elders and Ministers of Word and Sacrament as well as between female and male persons.

2. Commencement of Office

The Presbytery Moderator will commence the office upon their installation, ordinarily at the last stated Presbytery Assembly meeting.

Those elected for other terms related to commissions and committees shall ordinarily commence at the beginning of the following year.

C. PERSONNEL COMMITTEE

Purpose

To supervise the Presbytery staff and to recommend a Presbytery staffing model to the Coordinating Council Commission.

Membership

The Personnel Committee shall consist of five (5) elected members serving in two (2) classes for no more than two (2) consecutive three-year terms.

Staff

The Executive Presbyter is the designated staff.

Meetings

The Personnel Committee will schedule meetings as needed to accomplish their tasks.

Functions

The Personnel Committee shall be responsible for the following:

1. provide supervision and evaluation for the Executive Presbyter;
2. delegate appropriate staff supervision to the Executive Presbyter;
3. provide an evaluation process for all Presbytery staff;
4. provide position descriptions for all staff; and
5. provide supervision and evaluation for the Stated Clerk and any other paid officers.

D. SESSION RECORDS REVIEW COMMITTEE (SRRC)

Purpose

The Session Records Review Committee, with the guidance and assistance of the Stated Clerk, is responsible for the annual review of the minutes and church registers of each session in the Presbytery and for the policies and procedures necessary to implement such review.

Membership

The SRRC shall consist of five (5) appointed members with skills and knowledge compatible to the purpose of the Committee. No member may serve more than six (6) consecutive years.

The Coordinating Council Commission will appoint and approve the members annually and report that action to the Presbytery.

Staff

The Stated Clerk is the designated staff.

Meetings

The SRRC will schedule meetings as needed to accomplish their tasks.

Functions

The SRRC shall:

1. review session minutes, facilitating the work of the Clerk of Session for each congregation;
2. submit a written report to the Presbytery regarding the status of session minutes for each congregation;
3. contribute to, promote and encourage a sense of unity and community within Whitewater Valley Presbytery; and
4. annually review and update the Session Records Review checklist and other forms related to the process.

E. INVESTIGATING COMMITTEE POOL

The Investigating Committee Pool constitutes a group, nominated by the Committee on Representation and elected by the Presbytery, who may be called upon to fulfill the obligations of the judicial process.

Book of Order D-10.0200

Purpose

The Investigating Committee Pool provides personnel available for appointment by the Moderator and Vice Moderator of the Presbytery and serves as the Investigating Committee in dealing with allegations of disciplinary offense[s] by a member or officer of the Presbytery that are received in writing by the Stated Clerk or as a Committee of Counsel upon remedial complaint.

Staff

The Stated Clerk is the designated staff.

Membership

The Investigating Committee Pool shall consist of six (6) elected ruling elders or Ministers of Word and Sacrament, in three (3) classes of two (2) persons, eligible to serve not more than two consecutive three-year terms.

VI. AMENDMENT AND SUSPENSION OF MANUAL OF ADMINISTRATIVE OPERATIONS PROVISIONS

Amendment of the Manual of Administrative Operations may be made at any stated meeting by a majority vote of the Presbytery, provided there is a written recommendation and rationale submitted and distributed at least two weeks prior to the stated meeting, and provided there is an opportunity for discussion related to the consequences of the proposed change.

Temporary suspension of particular provisions of the Manual of Administrative Operations may be made at any stated meeting by a majority vote of the Presbytery for an action or decision at that meeting only.

VII. REVIEW OF THE MANUAL OF ADMINISTRATIVE OPERATIONS

There will be an annual review and evaluation of the Manual of Administrative Operations for adequacy. This review shall be the responsibility of the Coordinating Council Commission, which shall report this review annually to the Presbytery with its recommendations.

WHITEWATER VALLEY PRESBYTERY STANDING RULES
1100 W. 42nd St., Ste. 210, Indianapolis, Indiana 46208
Coordinating Council Recommended Amendments August 3, 2019

PRESBYTERY OF WHITEWATER VALLEY
Standing Rules Index

1. Statement of Mission
2. General Provisions
3. Membership
4. Meetings
5. Officers
6. Staff
- ~~7. Leadership Cabinet~~
8. Commissions of the Presbytery
 9. Board of Directors
 10. Commission of the Coordinating Council
 11. Commission on Ministry
 12. Commission on Preparation for Ministry
 13. Permanent Judicial Commission
 14. Special Commissions
15. Committees of the Presbytery
 16. Finance Committee
 17. Committee on Representation
 18. Personnel Committee
 19. Session Records Review Committee
 20. Committees for Special Service
21. Commissioners to Higher Governing Bodies
22. The Manual of Administrative Operations
23. Amendment of the Standing Rules
24. Suspension of the Standing Rules
25. Review of the Standing Rules

1 STATEMENT OF MISSION

- 1.1 God calls Whitewater Valley Presbytery in covenant relationship with the Holy Spirit to Connect, resource, and empower disciples in Christ's name.

2 GENERAL PROVISIONS

- 2.1 This document shall be known as the Standing Rules of the Presbytery of Whitewater Valley of the Presbyterian Church (U.S.A.). The Presbytery is incorporated under the laws of the State of Indiana as Whitewater Valley Presbytery Inc.
- 2.2 The Presbytery of Whitewater Valley is the designated council composed of congregations and teaching elders operating in compliance with the provisions of the *Constitution (Book of Confessions and Book of Order) of the Presbyterian Church (U.S.A.)*. The Presbytery of Whitewater Valley is subject to the government and discipline of the Synod of Lincoln Trails (or its successor) and the General Assembly of the Presbyterian Church (USA) (herein referred to as PCUSA).
- 2.3 These Standing Rules are created by the action of the Presbytery of Whitewater Valley as authorized by the *Constitution of the Presbyterian Church (U.S.A.)*. Should any provision of the Standing Rules be in conflict with that Constitution, the Constitution shall prevail. The Presbytery shall provide any additional governance as may be required or appropriate and delegate any power permitted by the Constitution.
- 2.4 The Presbytery shall include all particular churches of the Presbyterian Church (U.S.A.) within the geographic boundaries of the Presbytery.

The Presbytery shall conduct its business under the conditions of the *Book of Order* G-3.0105 and G-3.03.

3 MEMBERSHIP

- 3.1 The Presbytery includes the congregations, teaching elders on the Roll of the Presbytery, and ministries under its care and jurisdiction.
- 3.2 A Commissioned Ruling Elder in active service to a Presbytery congregation or other authorized ministry shall be enrolled as a member of Presbytery for the duration of service in that particular position.
- 3.3 Sessions shall elect commissioners to the Presbytery, preferably for at least a year, and send a list of those ruling elders to the Presbytery Stated Clerk by January first of each year.
- 3.4 The number of ruling elders to be elected as commissioners for each congregation shall be set by policy and communicated to each member session. At a minimum, each session shall elect one commissioner.
- 3.5 All efforts shall be made to maintain a numerical parity of teaching elders and ruling elder commissioners.
- 3.6 Ruling elders who are elected members of the Coordinating Council Commission and Moderators or Vice Moderators of the Presbytery, the Commission on Ministry, and the Commission on Preparation for Ministry are members of the presbytery.
- 3.7 The members of the Coordinating Council Commission and members of the Board of Directors elected by the Presbytery shall constitute the membership of the Corporation of the Presbytery of Whitewater Valley, Inc.
- 3.8 For the purposes of conduction of business, teaching elders and ruling elders from other jurisdictions may be seated as corresponding members at the specific meeting of attendance.

4 **MEETINGS**

- 4.1 The meetings of the Presbytery and its related organizations shall be conducted in accordance with *Robert's Rules of Order, Newly Revised* except in cases where the *Constitution* or these Standing Rules provide otherwise. (G-3.0105)
- 4.2. There shall be at least four stated meetings per year. The **Leadership Cabinet** **Coordinating Council** shall establish the dates, times, and locations for stated meetings of the Presbytery. Those dates will be announced and publicized at the final Presbytery meeting each year.
- 4.3 A quorum for meetings of the Presbytery shall be 20 (twenty) teaching elders present and 20 (twenty) ruling elder commissioners present providing at least 15 (fifteen) churches are represented.
- 4.4 Special meetings may be called by the **Leadership Cabinet** **Coordinating Council** with ten days notice given to all members. The purpose of the special meeting must be included in the notice. Any two teaching elders and two ruling elders from two different congregations may request a special meeting. Persons requesting a special meeting of the Presbytery may be required to reimburse any incurred expenses.
- 4.5 All meeting notices shall be communicated by mail or electronically and posted on the Presbytery website.
- 4.6 The details of, and docket for, Presbytery meetings shall be determined by the **Leadership Cabinet** **Coordinating Council** or its designated representatives, and the Stated Clerk. A draft docket shall be distributed ten days prior to the meeting by the Stated Clerk.
- 4.7 A member of the Presbytery is either present at a meeting or absent. There are no proxy votes.
- 4.8 Any Presbyterian who is a member of a congregation within the geographical boundaries of the Presbytery of Whitewater Valley is encouraged to attend Presbytery meetings and may be granted voice to speak upon approval of the body.
- 4.9 For the purposes of voting, the following members have voting privileges:
- A Teaching Elder as defined in G-2.0502 and G-2.0503
 - A Ruling Elder elected commissioner from a congregation within the Presbytery
 - A Commissioned Ruling Elder serving a congregation or other approved commission
 - All elected members of the Coordinating Council Commission
 - All members of the **Leadership Cabinet** **Coordinating Council Commission**
 - A Ruling Elder who is serving as Moderator or Vice Moderator of the Presbytery's Commission on Ministry or Commission on Preparation for Ministry
 - A Ruling Elder who is the President or Vice President of the Board of Directors
 - A Ruling Elder who is a past Moderator of the Presbytery
 - A Ruling Elder who is a Certified Christian Educator

Corresponding members and visitors may be given voice but not vote upon approval of the body.

- 4.10 Minutes of each meeting shall be recorded by the Stated Clerk (or designated representative) and copies posted on the Presbytery's website. Formal review and approval for the minutes shall be conducted by the Coordinating Council Commission.
- 4.11 If the Stated Clerk cannot be present at a meeting, a pro tempore clerk shall be elected by the Presbytery.

5 OFFICERS

5.1 Those eligible to serve as an elected officer of the Presbytery shall be a teaching elder, ruling elder, or commissioned ruling elder in active service. Ruling elders shall be members in good standing of a constituent church. Teaching elders who are not serving a congregation in a pastoral roll shall be affiliated with a constituent church. The guidelines of unity and diversity as defined in F-1.0403 shall be followed in the selection of nominees for the office. The terms of office will begin immediately upon installation, ordinarily the last stated Presbytery meeting of the calendar year.

5.2 Nominations for each officer of the Presbytery shall be made by the Committee on Representation with the election process and procedures specified in the Manual of Administrative Operations.

5.3 Any ruling elder elected to service as a Presbytery officer is enrolled as a member of the Presbytery for the duration of his or her term in office and need not be simultaneously a commissioner from a congregation.

5.4 Moderator

The term shall be one year immediately following one year as Vice Moderator and shall be ineligible for immediate succession after having served for a full term of one year.

The Moderator shall:

- be the presiding officer at Presbytery meetings;
- prepare the final docket with the assistance of the Stated Clerk;
- represent the Presbytery at official functions including ordinations and installations;
- visit member congregations within the Presbytery;
- ~~serve as Moderator of the Leadership Cabinet; **DELETE SENTENCE**~~
- serve as a member of the Coordinating Council Commission
- serve as a member of a response team for critical Presbytery emergencies and actions;
- perform other duties integral to the functioning of the Presbytery.

5.5 Vice Moderator

The Vice Moderator shall be installed to the office of Moderator after a one year term as moderator-elect (Vice Moderator) and shall be ineligible for immediate succession after having served for a full term of one year.

The Vice Moderator shall:

- prepare for the office of Moderator by being trained in the skills of parliamentary procedure, the polity of the Presbyterian Church (U.S.A.) and the organizational functions of the Presbytery.
- become familiar with the responsibilities and activities of the other committees within the Presbytery as well as the duties of the Stated Clerk and Executive Presbyter;
- perform the duties of the Moderator in the absence of the Moderator or when requested by the Moderator;
- serve as a member of the Leadership Cabinet and the Coordinating Council Commission
- perform other duties integral to the functioning of the Presbytery as requested.

5.6 Stated Clerk

5.6.1 The Stated Clerk shall be a teaching or ruling elder within the Presbytery, *Book of Order* G-3.01014

5.6.2 Perform those responsibilities mandated in the *Book of Order* G-3.0104 as well as those functions stipulated in Presbytery's Manual of Administrative Operations.

5.6.3 The Presbytery shall elect the Stated Clerk for a three-year term and may be re-elected for successive terms.

5.6.4 The Stated Clerk may appoint one or more assistants as needed including a recording clerk to record and prepare the official minutes for Presbytery meetings.

5.7 Treasurer

- 5.7.1 The Treasurer shall be a member of Presbytery or a constituent church of Presbytery.
- 5.7.2 The Treasurer shall be elected to a three year term and may be re-elected for successive terms.
- 5.7.3 The Treasurer shall perform the functions and responsibilities stipulated in Presbytery's Manual of Administrative Operations.

6 STAFF

- 6.1 The Presbytery may employ professional staff as it deems necessary. The Personnel Committee shall recommend to the Presbytery, through the Coordinating Council Commission, the need for professional staff. They shall present a staffing rationale, salary recommendations, and a position description. When approved by the presbytery, these positions shall continue until the Personnel Committee recommends elimination of the position.
- 6.2 Temporary contract positions may be created by the Coordinating Council Commission and/or the Personnel Committee as stipulated in the Personnel Policies.

7 **~~LEADERSHIP CABINET~~ DELETE SECTION 7.1 – these duties have been included in Administrative Manual IV B Functions of Coordinating Council Commission – renumber Standing Rules accordingly**

- ~~7.1 The Leadership Cabinet is responsible for the coordination and communication amongst the major committees, commissions, and staff within the Presbytery to ensure all functional units receive effective support and assistance to carry out the mission and ministries of the Presbytery.~~
- ~~7.2 The composition, responsibilities, and functions of the Leadership Cabinet shall be specified by the Manual of Administrative Operations and as authorized by the action of the Presbytery.~~

8 COMMISSIONS OF THE PRESBYTERY

- 8.1 Commissions shall consist of at least five (5) members of Presbytery or members of constituent churches within Presbytery, with no fewer than two (2) teaching elders and (2) ruling elders.
- 8.2 A commission quorum shall be a majority of its membership.
- 8.3 Each commission shall have a clear charge from the Presbytery that specifies their authority to act as the Presbytery, and the actions or areas of authority, if any, that are reserved to the Presbytery.
- 8.4 Commissions are directly accountable to the Presbytery for conduction of their duties and responsibilities.
- 8.5 The composition, additional responsibilities, and functions of the commissions shall be specified by the Manual of Administrative Operations and as authorized by the action of the Presbytery.
- 8.6 The Committee on Representation (COR) shall create and present a nominations slate to the Presbytery Assembly, at its final stated meeting of the year, for the following commissions: Board of Directors, Commission of the Coordinating Council, Commission on Ministry, and Commission on Preparation for Ministry. When vacancies occur, nominations may be made at the next stated meeting.

9. Board of Directors

- 9.1 The Board of Directors shall have the responsibility to receive, hold, encumber, manage, transfer, dispose of, or convey property, real or personal, subject to the review and at the direction and approval of the Presbytery. *Book of Order* G-4.0101
- 9.2. The Board of Directors (BOD) shall consist of members of a commission of Presbytery as designated in the Manual of Administrative Operations, all of whom shall be members of Presbytery or a constituent church of the Presbytery, and the commission members and its moderator shall be elected by the Presbytery.
- 9.3. The Board of Directors shall meet at least twice a year, as part of a regular meeting, or in a special meeting when called by its moderator; or, at the request of two (2) members of the commission; or, when ordered by Presbytery.
- 9.4. The Board of Directors shall provide oversight to all legacies and bequest of all monies and property, real and personal, that may be given, granted, devised, or bequeathed to Presbytery and shall use, manage, and convey the same under the direction and instructions of Presbytery or as specified in the Manual of Administrative Operations.
- 9.6 The Board of Directors, with approval from the Personnel Committee and Presbytery's head of staff, may delegate administrative management and maintenance of documents and records to Presbytery staff.
- 9.7 Additional responsibilities, and functions of the Board of Directors shall be specified by the Manual of Administrative Operations and as authorized by the action of the Presbytery.

10 Coordinating Council Commission

- 10.1 The Coordinating Council Commission (CCC) is the administrative body of the Presbytery. It is responsible for the general oversight and evaluation of the programmatic, fiduciary, mission, and outreach work of the Presbytery. The Coordinating Council Commission develops the long range plan for the Presbytery, setting the vision and goals.
- 10.2 The Standing Committees of the Presbytery are under the oversight and administration of the Coordinating Council Commission. These committees conduct their work independently but shall provide recommendations and reports of their activities to the Coordinating Council Commission.
- 10.3 The composition, additional responsibilities, and functions of the Coordinating Council Commission shall be specified by the Manual of Administrative Operations and as authorized by the action of the Presbytery.

11 Commission on Ministry

- 11.1 The Commission on Ministry (COM) shall serve as pastor, counselor and advisor to teaching elders, sessions and congregations, ruling elders commissioned to pastoral service, and certified Christian educators in accordance with mandates and provisions of the *Book of Order* G-3.0307.
- 11.2 The composition, additional responsibilities, and functions of the COM shall be specified by the Manual of Administrative Operations.

12 Commission on Preparation for Ministry

- 12.1 The Commission on Preparation for Ministry (CPM) guides, nurtures, and oversees those preparing to become ordained teaching elders in accordance with the mandates and provisions of the *Book of Order* G-2.06 and G-3.30307.
- 12.2 The Commission on Preparation for Ministry shall develop and maintain the process of preparation for becoming a teaching elder, and oversee the preparation of inquirers and candidates.
- 12.3 The composition, additional responsibilities, and functions of the CPM shall be specified by the Manual of Administrative Operations.

13 Permanent Judicial Commission

- 13.1 There shall be a Permanent Judicial Commission (PJC) and they shall function according to the rules and provisions of the *Book of Order* D-5.000
- 13.2 The PJC shall function according to the provisions of the *Book of Order* D-5.0000.
- 13.2 The PJC shall be composed of seven (7) members: three teaching elders, three ruling elders, and a seventh member either a teaching or ruling elder. The ruling elder members shall each come from different constituent churches.
- 13.3 The members shall be elected by Presbytery and shall serve a six-year term, subject to provisions of *Book of Order* D-5.0100.
- 13.4 The Stated Clerk shall keep a current roster of those members of the Permanent Judicial Commission whose terms have expired within the past six years and shall follow all the mandates and provisions in the *Book of Order* D.5.0206 b.

14 Commissions for Special Service

- 14.1 The Presbytery may elect other commissions for special administrative functions in service of the ministry and mission of the Presbytery.
- 14.2 Specially authorized commissions shall be clearly delineated in the initiating action as to function, funding, duration, and authority.
- 14.3 Commissions may establish sub-committees as needed. Sub-committees have no independent authority to act; are regularly reviewed by the establishing unit; and, are accountable to the unit that established them.

15 STANDING COMMITTEES OF THE PRESBYTERY

- 15.1 The Presbytery shall have the following Standing Committees that are accountable to the Coordinating Council Commission:
- Finance Committee
 - Committee on Representation *Book of Order* G-3.0108a
 - Personnel Committee
 - Session Records Review Committee
- 15.2 The committees required by the Standing Rules may establish their own sub-committee(s) as needed, assigning specific tasks or explorations. Sub-committee(s) are without independent authority, are accountable to and must report regularly to their establishing committee.
- 15.3 A committee quorum shall be a majority of its membership.

15.4 The composition, additional responsibilities, and functions of the Standing Committees shall be specified by the Manual of Administrative Operations.

15.5. The moderators and members of the Standing Committees shall be elected by the Coordinating Council Commission at their first stated meeting of the year.

16 Finance Committee

16.1 The Finance Committee shall develop and recommend annual budgets.

16.2 The composition, additional responsibilities and functions of the committee shall be specified by the Manual of Administrative Operations.

17 Committee On Representation

17.1 The Committee on Representation (COR) shall create and present a nominations slate to the Presbytery Assembly, at its final stated meeting of the year, for the following commissions: Board of Directors, Commission of the Coordinating Council, Commission on Ministry, and Commission on Preparation for Ministry. When vacancies occur, nominations may be made at the next stated meeting. Nominations shall reflect the church's commitment to unity and diversity. *Book of Order F-1.0403*

17.2 The COR shall create and present a nominations slate to the Presbytery Assembly for commissioners to the General Assembly of the PC(USA) and to the Synod of Lincoln Trails according to the timelines and requirements of those councils and the Presbytery's Manual of Administrative Operations.

17.3 The composition, additional responsibilities, and functions of the committee are specified in the Manual of Administrative Operations.

18 Personnel Committee

18.2 The Personnel Committee's (PC) primary responsibilities are to review and recommend a staffing model and positions for the Presbytery, including salary recommendations.

18.3 The composition, additional responsibilities, and functions of this committee shall be specified by the Manual of Administrative Operations.

19 Session Records Review Committee

19.1 The Session Records Review Committee (SRR) will have the primary responsibility of reviewing annually the record of proceedings and actions of the councils (sessions) of the churches of Presbytery. *Book of Order G-3.0108 a*

19.2 The composition, additional responsibilities and functions of the committee shall be specified by the Manual of Administrative Operations.

20 Committees for Special Service

20.1 Special committees or task forces may be established by Presbytery to fulfill its mission and program. *Book of Order G-3.0109*

20.2 Special Committees are accountable to the Coordinating Council Commission

21 **COMMISSIONERS TO THE GENERAL ASSEMBLY OF THE PRESBYTERIAN CHURCH (USA)
and THE SYNOD OF LINCOLN TRAILS**

- 21.1 Commissioners to the General Assembly shall be elected at Presbytery's last stated meeting in the year prior to a General Assembly meeting. Service as a commissioner is subject to training as offered by the Stated Clerk and the Synod of Lincoln Trails.
- 21.2 Commissioners shall report on actions of the General Assembly at the first stated meeting of Presbytery following the adjournment of the Assembly.
- 21.3 All overtures to and from General Assembly shall be referred to the Presbytery's General Assembly Commissioners for their advice and recommendation.
- 21.4 Commissioners to the General Assembly shall have oversight of bills or overtures, reviewing, recommending, and referring them to the Coordinating Council Commission.
- 21.5 Commissioners to the Synod of Lincoln Trails shall be elected at the Presbytery's last stated meeting or as vacancies require.
- 21.6 Commissioners to the Synod of Lincoln Trails shall report at least annually to Coordinating Council Commission and the Presbytery Assembly.

22 **THE MANUAL OF ADMINISTRATIVE OPERATIONS**

- 22.1 The Presbytery shall maintain a Manual of Administrative Operations for the specification of its policies and procedures. *Book of Order* G-3.0106
- 22.2 The Manual shall specify the form of the work of the Presbytery, enable its effective and efficient operation, and guide the operational nature of its mission and program.
- 22.3 Recommendations for amendments shall be submitted to the Coordinating Council Commission for consideration. ~~The Leadership Cabinet will assure the manual is current.~~
- 22.4 The Manual may be amended at any stated ~~or special~~ **DELETE** meeting by a majority vote of Presbytery. Particular provisions may be suspended by a majority of Presbytery, unless such suspension conflicts with a provision of the Constitution of the PC(USA).

23 **AMENDMENT AND SUSPENSION OF THE STANDING RULES**

- 23.1 Any commissioner to this presbytery, congregation of this presbytery, or group constituted by this Presbytery or these Standing Rules, may present a proposed amendment at any stated meeting of Presbytery Assembly, or at any meeting specifically called for that purpose. Upon receiving a second, questions and answers are in order, but it shall not be debated at that meeting. The proposed amendment(s) shall immediately be referred to the Coordinating Council Commission for study and recommendation. The text of the proposed change(s) shall be included with the call for the next meeting of the Presbytery.
- 23.2 At its next stated meeting the Presbytery shall hear the report of the Coordinating Council Commission, together with its recommendation either for or against adoption.
- 23.3 Amendments to the language of the proposed amendment shall be governed by *Robert's Rules of Order*.
- 23.4 An affirmative vote of two-thirds of the teaching and ruling elder Commissioners registered at that meeting shall be necessary for adoption.

24 **SUSPENSION OF STANDING RULES**

- 24.1 Any of these Standing Rules except this one may be suspended for a particular purpose stated in the motion at any meeting of the Presbytery Assembly by an affirmative vote of two-thirds of the commissioners registered at that meeting.
- 24.2 Presbytery may suspend two readings of proposed amendments to the Standing Rules only if such action is proposed by the Coordinating Council Commission and the motion to suspend the second reading is approved by three-fourths of those registered at that Presbytery meeting.

25 **REVIEW OF THE STANDING RULES**

- 25.1 There shall be a complete review and evaluation of these Standing Rules every five years. The review shall be the responsibility of the Coordinating Council Commission with a report of the review, and any actions required, submitted to the Presbytery.

A Covenant and Agreement with the Presbytery of Whitewater Valley, the Presbytery of Ohio Valley, and Pyoca Camp and Retreat Center

I. Parties

The Presbyteries of Whitewater Valley and Ohio Valley are non-profit Indiana religious corporations (i.e., qualified as tax exempt entities under 26 U.S.C. § 501(c)(3), operating under the Constitution of the Presbyterian Church (U.S.A.). The Advisory Council of Pyoca Camp and Retreat Center (Pyoca) (which is currently owned by The Presbytery of Whitewater Valley) is considering establishment of Pyoca as a non-profit Indiana religious corporation with the encouragement and support of both Presbyteries. It is contemplated that the Advisory Council will transition to function as a Board of Directors, if and when a new entity is established, so when “Pyoca Advisory Council” or “Advisory Council” appears in this Covenant, it is understood to also include the successor Board of Directors.

II. Covenant

The Presbyteries of Whitewater Valley and Ohio Valley and the Pyoca Advisory Council covenant together to affirm our present and historic partnership in which there is a mutuality of purpose and to outline the promises of all parties to each other as the Pyoca Advisory Council pursues establishment as a non-profit camp and retreat center. Recognizing that this is a time of significant transition for Pyoca and our partner Presbyteries, it is anticipated that this Covenant will be revised as circumstances evolve; this is provided for in Section VII.

III. The Promises of the Presbyteries of Whitewater Valley and Ohio Valley to Pyoca

- A. The Presbyteries provide Pyoca an affiliation with the Presbyterian Church (USA) and recognize Pyoca as an institution related to both Presbyteries through this covenant. The Presbyteries recognize Pyoca as a Presbyterian-related institution where programs with multiple denominations and/or interfaith endeavors may take place.
- B. The Presbyteries will encourage their pastors and congregations to consider Pyoca for summer camping programs, retreats, and/or other conferences hosted by Pyoca. They will publicize Pyoca camps, retreats, and other programs on their web sites and in emails, newsletters, etc., and will provide links on their web sites to the Pyoca home page.
- C. The Presbyteries will collaborate with Pyoca in planning and sponsoring events each year designed to meet the needs of the Church: these may include, but are not limited to Presbytery assemblies, youth conferences or pastor retreats.
- D. The staff and leaders of both Presbyteries will remain informed about the programs and policies of Pyoca, and will support and interpret its mission.
- E. Each Presbytery will provide Pyoca access to its Council, and will offer Pyoca the opportunity to report at its regular assemblies.
- F. Each Presbytery will name two members to the Pyoca Advisory Council each year through its normal nomination and election process.
- G. The Presbyteries will encourage support of Pyoca through inclusion of financial support in their annual budgets, and will encourage congregations to participate in the financial support and fundraising objectives of Pyoca, in consultation and collaboration between Pyoca and the Presbytery Councils.

IV. An Additional Promise of the Presbytery of Whitewater Valley to Pyoca

The Presbytery, working through the Board of Directors and the Coordinating Council, will at the appropriate time transfer the current Pyoca real property, fixtures, equipment and tangible assets to the new independent Pyoca Camp and Retreat Center for reasonable consideration.

V. The Promises of the Pyoca Advisory Council to the Presbyteries of Whitewater Valley and Ohio Valley

- A. The Advisory Council covenants to offer staff leadership and physical facilities for appropriate training events, programs, seminars, and related activities, including events specifically designed to meet the needs of the Presbyteries, their member congregations, and their other organizations and institutions.
- B. Pyoca will provide complimentary weekday lodging for renewal and study leave to clergy and youth staff of congregations from both Presbyteries, and will communicate this amenity to the Presbyteries each year.
- C. Pyoca will offer a lodging discount to congregations from both Presbyteries for youth, adult, and family retreats, and will communicate this discount to the Presbyteries each year.
- D. The Pyoca Advisory Council will operate Pyoca according to its Bylaws. Pyoca will provide both Presbyteries an annual financial report along with periodic updates as necessary at the request of the leadership of either Presbytery.
- E. Pyoca, through its Advisory Council and staff, will strive to provide programming and leadership to uphold the historic and present focus of the Reformed tradition.
- F. Pyoca will cooperate and collaborate with both Presbyteries, seeking ways to support them, their member congregations, and their other organizations and institutions.

VI. Additional Promises of the Pyoca Advisory Council to the Presbytery of Whitewater Valley

- A. The Advisory Council and the Pyoca staff will maintain the real property, fixtures, equipment and tangible assets of Pyoca in good working order and repair, and will make improvements as finances allow and needs require.
- B. During the transition of Pyoca to an independent camp and retreat center, the Advisory Council will not create or permit any mortgage, lien, encumbrance, or conditional sale of property without written approval from the Presbytery of Whitewater Valley, or its successor, prior to taking such action. It is anticipated that the bylaws created for the new Pyoca non-profit corporation will include provisions placing limits acceptable to the Presbytery on the amount of any indebtedness which Pyoca may incur and that these bylaws will be reviewed with and approved by the Presbytery.
- C. The Advisory Council will not sell any land and buildings upon the land transferred to it from the Presbytery of Whitewater Valley without approval from the Presbytery's Board of Directors. If at any time in the future Pyoca is formally dissolved, declares bankruptcy, or has a receiver appointed, its real and personal assets remaining after provision for payment of valid debts and liabilities shall be distributed to the Presbytery or its successor.

VII. Review and Renewal of the Covenant

Recognizing that this is a time of significant transition for Pyoca and our partner Presbyteries, the partners agree to review and renew this Covenant at least every three years, or at the request of any of the parties as circumstances require.



An Indiana Nonprofit Corporation

September 30, 2019

Version 4.0

ARTICLE I

NAME AND PRINCIPAL OFFICE

1.01. Name and Principal Office.

The name of this corporation shall be Pyoca Camp and Retreat Center, Inc. (“the Corporation”). The principal office of the Corporation shall be located at 886 East County Rd. 100 South, Brownstown, IN 47220.

ARTICLE II

PURPOSE AND POWERS

2.01. Purpose.

Pyoca Camp and Retreat Center, Inc. (“Pyoca”) is a nonprofit charitable organization continuing the mission and ministry began when it was founded in 1952 as a Presbyterian summer camp. The Corporation is now an independent camp and retreat center with strong connections to the Presbyterian Church (U.S.A.), and is available to religious groups and schools as well as Scouting, 4-H, and other secular nonprofit organizations. Pyoca’s mission is to be a place where all are welcome in God’s love to explore, grow, rest, and play. Pyoca welcomes all, and the staff, values, and culture of the organization shall always reflect an atmosphere of Christian hospitality; and

- a) The Corporation is an Indiana nonprofit corporation and shall be operated exclusively for public and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding section of any future Federal tax code; and
- b) The property of the Corporation is irrevocably dedicated to public and charitable purposes, and no part of the net income or assets of the Corporation shall ever inure to the benefit of any private person; and
- c) No substantial part of the Corporation’s activities shall consist of attempts to influence

legislation; and

- d) The Corporation will not participate or intervene in any political campaign of a candidate for public office; and
- e) The Corporation may, from time to time as directed by its Board of Directors, collaborate with other nonprofit organizations consistent with its mission.

2.02. Powers.

The Corporation shall have all powers granted to Indiana nonprofit corporations by the Indiana Nonprofit Corporation Act of 1991, as it may be amended from time to time. The Corporation shall have the power, directly or indirectly, alone or in conjunction or cooperation with others, to do any and all lawful acts which may be necessary or convenient to affect the charitable purposes for which the Corporation is organized, and to aid or assist other organizations or persons whose activities further accomplish, foster, or attain such purposes. The Corporation may accept contributions from the public and private sectors, whether financial or in-kind contributions.

2.03. Exempt Activities Limitation.

Notwithstanding any other provision of these Bylaws, no director, officer, employee, or representative of this Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be taken or carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code as it now exists or may be amended, or by any organization contributions to which are deductible under Section 170(c)(2) of such Code and Regulations as it now exists or may be amended. No part of the net earnings of the Corporation shall inure to the benefit or be distributable to any director, officer, or other private person, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Articles of Incorporation and these Bylaws.

ARTICLE III

MEMBERSHIP

3.01. Membership.

The Corporation shall have no members. The Corporation has vested the management of the business and affairs of the Corporation in its Board of Directors (the “Board”).

ARTICLE IV

BOARD OF DIRECTORS

4.01. Purpose.

The Board of Directors shall be responsible for carrying out the mission of the Corporation to provide Christian hospitality and nurture to those who participate in Pyoca’s activities and programs. The Board shall be responsible for establishing the governing policies of the Corporation, electing and evaluating the performance of the Head of Staff, electing other senior officers upon the recommendation of the Head of Staff, and ensuring the appropriate stewardship of the buildings, facilities and financial resources of the Corporation and its success in achieving its stated mission. The Board shall carry out and manage the business and affairs of the Corporation subject to the Articles of Incorporation; these Bylaws; and the Covenant and Agreement with the Presbytery of Whitewater Valley, the Presbytery of Ohio Valley, and Pyoca Camp and Retreat Center.

4.02. Powers and Duties.

All corporate powers shall be exercised by or under the authority of the Board and the affairs of the Corporation shall be managed under the direction of the Board, except as otherwise provided by law. The duties of the Board, are, in addition to those stated above in section 4.01, at a minimum to:

- a) Oversee the work of the Corporation and ensure that it stays true to its mission and purpose;
and
- b) Oversee the work of the Head of Staff, providing an annual evaluation and setting his/her compensation; and

Pyoca Camp and Retreat Center, Inc.

- c) Approve the employment of other senior personnel upon the recommendation of the Head of Staff; and
- d) Create and oversee the work of the Board's committees; and
- e) Prepare and monitor the annual budget of the Corporation and provide for an annual review of the Corporation's finances; and
- f) Provide for adequate insurance for the Corporation, its officers and directors, and its activities and programs; and
- g) Establish and regularly review the policies of the Corporation.

4.03 Qualifications of Directors.

To be eligible to serve as a member of the Board of Directors, an individual must be at least eighteen years old at the time of election, pass a criminal records and background check, and be interested in and willing to promote, support, and advocate for Pyoca and its programs. A director shall make his or her best efforts to prepare for and attend all meetings of the Board and any Board committees to which the director is appointed, shall make an annual financial contribution to the Corporation, and shall actively participate in the life and work of the Corporation.

4.04 Number of Directors.

The Corporation's Board of Directors shall consist of at least nine persons. The number of directors may be increased or decreased by adoption of a resolution by the Board of Directors; provided, however, that at any time there shall be no fewer than nine and no more than eighteen members of the Board of Directors; and

- a) The Presbytery of Whitewater Valley shall, at all times, retain the right to hold at least three but not more than six seats on the Board of Directors; and
- b) The Presbytery of Ohio Valley shall, at all times, retain the right to hold at least three but not more than six seats on the Board of Directors; and
- c) At-Large members shall, at all times, consist of at least three but not more than six seats on the Board of Directors.

4.05. Terms.

Pyoca Camp and Retreat Center, Inc.

- a) All directors shall be elected to serve a three-year term; and shall be allowed to serve no more than two consecutive terms before rotating off the Board for at least one year.
- b) Director terms shall be staggered so that approximately one-third the number of directors will end their terms in any given year.
- c) The term of office shall be considered to begin January 1st of the first year in office and end December 31st of the third year in office, unless the term is extended until such time as a successor has been elected, which shall not exceed six months. If a director's successor has not been elected within six months of the end of a director's term, the position shall remain vacant until the next annual meeting of the Board.

4.06. Nomination of Directors.

New members for the seats held by the Presbytery of Whitewater Valley and the Presbytery of Ohio Valley shall be nominated by them according to their respective existing processes. The Executive Committee, or an alternate committee selected by the Board for the purposes of nominating such members, shall nominate new members for At-Large seats on the board.

4.07. Election of Directors.

New nominees for director shall be elected by majority vote of the existing Board members at the annual meeting, which will be held in January. Two types of vacancies shall be filled when necessary:

- a) **Expected Vacancies.** The Board of Directors may fill vacancies due to the expiration of a director's term of office, resignation, death, or removal of a director or may appoint new directors to fill a previously unfilled Board position, subject to the maximum number of directors under these Bylaws.
- b) **Unexpected Vacancies.** Vacancies in the Board of Directors due to resignation, death, or removal shall be filled, by a majority Board vote, for the balance of the term of the director being replaced.

4.08. Removal of Directors.

A director may be removed by two-thirds vote of the Board then in office, if:

- a) the director is absent and unexcused from two or more meetings of the Board of Directors

in a twelve-month period. The Board President is empowered to excuse directors from attendance for a reason deemed adequate by the Board President. The President shall not have the power to excuse him/herself from the Board meeting attendance and in that case, the Board Vice President shall excuse the President; or

- b) for cause or no cause, if before any meeting of the Board at which a vote on removal will be made the director in question is given electronic or written notification of the Board's intention to discuss her/his case and is given the opportunity to be heard at a meeting of the Board; or
- c) either the Presbytery of Whitewater Valley or the Presbytery of Ohio Valley determines that a member or members holding one or more of their seats is (are) no longer able to effectively represent the Presbytery on the Board (for example, if they have physically moved outside the boundaries of the Presbytery). The Executive Committee, or other committee of the Board tasked with nominating At-Large members, could then choose to nominate the member or members for election to an open At-Large seat if one exists.

4.09. Board of Directors Meetings.

- a) **Regular Meetings.** The Board of Directors shall have a minimum of four regular meetings each calendar year at dates, times, and places fixed by the Board. Board meetings shall be held upon thirty days' notice by first-class mail, electronic mail, or facsimile transmission or seven days' notice delivered personally or by telephone. If sent by mail, facsimile transmission, or electronic mail, the notice shall be deemed to be delivered upon its deposit in the mail or transmission system. Notice of meetings shall specify the place, day, and hour of meeting. The purpose of the meeting need not be specified, and any business of the Board may be conducted at a regular Board meeting consistent with these Bylaws.
- b) **Special Meetings.** Special meetings of the Board may be called by the President, Vice President, Secretary, Treasurer, or any five other members of the Board of Directors. A special meeting shall be held upon fourteen days' notice by first-class mail, electronic mail, or facsimile transmission or seven days' notice delivered personally or by telephone. If sent by mail, facsimile transmission, or electronic mail, the notice shall be deemed to be delivered upon its deposit in the mail or transmission system. Notice of meetings shall specify the place, day, and hour of meeting and the purpose of the meeting. In an exigent

circumstance, a special emergency meeting of the Board may be called on not less than twenty-four hours' notice, provided notice of the date, time, location, and purpose of the special emergency Board meeting is given to each director by telephonic and electronic mail notification.

- c) **Waiver of Notice.** Any director may waive notice of any meeting, in accordance with Indiana state law.

4.10. Manner of Acting.

- a) **Quorum.** A majority of the directors in office immediately before a meeting shall constitute a quorum for the transaction of business at that meeting of the Board. No business shall be considered by the Board at any meeting at which a quorum is not present.
- b) **Majority Vote.** Except as otherwise required by law, by the Articles of Incorporation, or by these Bylaws, the act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the Board. There shall be no voting by proxy. If the occasion should arise that directors of the Board are unable to make a decision based on a tied number of votes, the President, Vice President, Secretary, or Treasurer, in that order of precedence, shall have the power to cast a tie-breaking vote and decide the final action of the Board based upon his/her discretion and best judgment.
- c) **Participation.** Except as required otherwise by law, the Articles of Incorporation, or these Bylaws, directors may participate in a regular or special meeting through the use of any means of communication by which all directors participating may simultaneously hear each other during the meeting, including in person, internet video meeting, or by telephonic conference call. The President may invite other persons, such as, for example, Pyoca staff members or professional advisors to the Corporation, to attend Board meetings and such persons shall be granted voice, but no vote, at any such meeting.
- d) **Parliamentary Guidance.** Robert's Rules of Order (Newly Revised or as thereafter amended or revised) shall be used for parliamentary guidance. In the event of any conflict or inconsistency, these Bylaws and the laws of Indiana shall control.

4.11. Informal Action by the Board.

Any action required or permitted to be taken by the Board at a meeting of the directors may be taken without a meeting if notice of the intent to take action without a meeting is given to all directors in the manner prescribed for special meetings of the Board and a majority of the directors consent in writing to the proposed action. For purposes of this section an electronic mail transmission from a director's electronic mail address on record with the Board Secretary constitutes a valid writing.

4.12. Compensation for Board Service.

Directors shall receive no compensation for carrying out their duties as directors. The Board may adopt policies providing for reasonable reimbursement of directors for expenses incurred in conjunction with carrying out Board responsibilities, such as travel expenses to attend Board meetings.

4.13. Compensation for Professional Services by Directors.

Directors are not restricted from being remunerated for professional services provided to the Corporation, provided that a majority of the Board has approved any such contract for service and the remuneration is reasonable and fair to the Corporation and is commensurate with the cost for similar sources that could be provided to the Corporation by others. All such arrangements must be disclosed, reviewed, and approved in accordance with the Board's Conflict of Interest policy and state law.

ARTICLE V

COMMITTEES

5.01. Committees.

The Board of Directors may, by a resolution adopted by a majority of the directors then in office, designate one or more committees, each consisting of two or more directors, to serve at the pleasure of the Board. Any committee, to the extent provided in the resolution of the Board, shall have all the authority of the Board, except that no committee, regardless of Board resolution, may:

Pyoca Camp and Retreat Center, Inc.

- a) take any final action on matters which require approval of a majority of the Board; or
- b) fill vacancies on the Board of Directors or on any committee which has the authority of the Board; or
- c) amend or repeal these Bylaws or adopt new Bylaws; or
- d) amend or repeal any resolution of the Board of Directors which by its express terms is not so amendable or repeal-able; or
- e) appoint any other committees of the Board of Directors or the members of these committees; or
- f) expend Corporation funds to support a nominee for director; or
- g) approve any transaction
 - i. to which the Corporation is a party and one or more directors have a material financial interest; or
 - ii. between the Corporation and one or more of its directors or between the Corporation and any person in whom one or more of its directors have a material financial interest; or
- h) bind the Corporation to any contract valued at more than \$500.00; or
- i) dispose of any asset of the Corporation.

5.02. Meetings and Action of Committees.

Meetings and action of the committees shall be governed by, and held and taken in accordance with, the provisions of Article IV of these Bylaws concerning meetings of the directors, with such changes in the context of those Bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee.

Special meetings of the committees may also be called by resolution of the Board of Directors. Notice of special meetings of committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each

meeting of any committee and shall be filed with the corporate records consistent with the provisions of sections 6.07 and 8.01. The Board of Directors may adopt rules for the governing of the committees not inconsistent with the provisions of these Bylaws.

ARTICLE VI

OFFICERS

6.01. Board Officers.

The officers of the Corporation shall be the President, Vice President, Secretary, and Treasurer, all of whom shall be chosen by, and serve at the pleasure of, the Board of Directors. Each Board officer shall have the authority and shall perform the duties set forth in these Bylaws, or by resolution of the Board, or by direction of an officer authorized by the Board to prescribe the duties and authority of other officers. The Board may also appoint additional Vice Presidents and such other officers as it deems expedient for the proper conduct of the business of the Corporation, each of whom shall have such authority and shall perform such duties as the Board of Directors may determine. One person may hold two or more Board offices, but no Board officer may act in more than one capacity where action of two or more officers is required.

6.02. Eligibility.

To be eligible for election and to serve as an officer, one must be a director of the Corporation.

6.03. Term of Office.

Each officer shall serve a one-year term of office and may not serve more than three consecutive terms of office. Unless unanimously elected by the board at the end of his/her three year terms, or to fill a vacancy in an officer position, each Board officer's term of office shall begin upon the adjournment of the Board meeting at which elected and shall end upon the adjournment of the Board meeting during which a successor is elected.

6.04. Removal and Resignation.

The Board of Directors may remove an officer at any time, with or without cause. The process

set forth in section 4.08. shall be followed for removal of an officer. Any officer may resign at any time by giving written notice to the Corporation without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party. Any resignation shall take effect at the date of the receipt of the notice by the President or Vice President of the Board, or at any later time specified in the notice. The acceptance of the resignation shall not be necessary to make it effective.

6.05. Board President.

The Board President shall be the chief volunteer officer of the Corporation. The President shall lead the Board of Directors in performing its duties and responsibilities, including, if present, presiding at all meetings of the Board, and shall be an ex-officio member of all committees of the Board, and perform all other duties incident to the office or properly required by the Board of Directors.

6.06. Vice President.

In the absence or disability of the Board President, the Vice President designated by the Board of Directors shall perform the duties of the Board President. When so acting, the Vice President shall have all the powers of and be subject to all the restrictions upon the Board President. The Vice President shall have such other powers and perform such other duties prescribed for them by the Board of Directors or the Board President. The Vice President shall normally accede to the office of Board President upon the completion of the Board President's term of office.

6.07. Secretary.

The Secretary shall maintain all records of the Corporation as described in section 8.01 of these Bylaws. The Secretary shall ensure that minutes of all meetings and actions of the Board and its committees are taken, approved, and maintained. The Secretary shall direct all committees to take minutes and the minutes of all committees shall become records of the Board. All minutes shall state the date, time, and place that it was held; the attendance at the meeting; any excused absences for the meeting; and such other information as shall be necessary to determine the actions taken and whether the meeting was held in accordance with applicable laws and these Bylaws. The minutes shall be handwritten or typed and may be stored in electronic format. All minutes shall be approved at the entity's next regular meeting.

Pyoca Camp and Retreat Center, Inc.

The Secretary shall cause notice to be given of all meetings of the Board. Committees shall be responsible for issuing notices of their meetings consistent with these Bylaws. The Secretary shall maintain current and complete contact information for every director, officer, and senior staff member of Pyoca. The Secretary shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Board President. The Secretary may appoint, with approval of the board, a director to assist in performance of all or part of the duties of the Secretary.

6.08. Treasurer.

The Treasurer shall be the lead director for oversight of the financial condition and affairs of the Corporation. The Treasurer shall oversee and keep the Board informed of the financial condition of the Corporation and of audit or financial review results. In conjunction with other directors or officers, the Treasurer shall oversee budget preparation and shall ensure that appropriate financial reports, including an account of major transactions and the financial condition of the Corporation, are made available to the Board of Directors on a timely basis or as may be required by the Board. The Treasurer shall perform all duties properly required by the Board of Directors or the Board President. The Treasurer may appoint, with approval of the Board, a qualified fiscal agent or member of the staff to assist in performance of all or part of the duties of the Treasurer.

6.09. Head of Staff.

The Head of Staff of Pyoca shall serve as the chief executive officer of the Corporation and shall be responsible to the Board for the administration of business affairs and assets of the Corporation and for the employment and supervision of all other employees and volunteer personnel of the Corporation. The Head of Staff shall not be a member of the Board but shall attend all meetings thereof and shall have the privilege of the floor without vote. The Head of Staff (or a staff member whom he/she designates) shall also serve as an ex-officio member of all committees of the Board, attending meetings as he/she and the committee chair determine is useful with the privilege of the floor without vote.

6.10. Non-Director Officers.

The Board shall, upon the recommendation of the Head of Staff, elect such other senior officers

deemed essential for management of the Corporation and/or required by law. The Board in conjunction with the Head of Staff shall determine the title, duties, and compensation of such other senior officers.

ARTICLE VII

INSURANCE AND INDEMNIFICATION

7.01. Corporate Indemnification.

Except as stated otherwise below in part 7.02, the Corporation shall indemnify its officers and directors, whether current or former, who have served at its request or by election of its directors, against any expense, action, suit, or proceeding in which any of them is made a party by reason of having been an officer or director of the Corporation, except in relation to any matter in which: (i) he or she shall be adjudged in such suit, action, or proceeding to be liable for willful misconduct in the performance of duty; or (ii) any such matter shall be resolved or settled predicated on the existence of such liability (the foregoing being “Indemnitees”). The Corporation shall pay the reasonable expenses, including legal costs and attorneys’ fees, of such Indemnitees consistent with the Indiana Nonprofit Corporation Act of 1991, as amended (the “Act”). The indemnification herein provided shall not be deemed exclusive of any other right to which anyone seeking indemnification may be entitled under any agreement or otherwise, both as to action in his or her official capacity or to action in any other office or capacity while holding such office.

7.02. Exceptions to Indemnification.

No person, regardless of office, position, or capacity, shall be indemnified in relation to any matter: (i) in which he or she shall be adjudged in such suit, action, or proceeding to be liable for any matter involving sexual misconduct as defined under the Book of Order of the Presbyterian Church (U.S.A.) or Indiana law; or (ii) in any matter that is resolved or settled predicated on the existence of such liability. No person, regardless of office, position, or capacity, whether an Indemnitee or otherwise, shall have any claim or cause of action against the Corporation for the failure to purchase and maintain insurance or insurance in an amount insufficient to meet

indemnification needs.

7.03. Insurance.

The Corporation shall purchase and maintain insurance on behalf of any Indemnitee or other person against any liability against and incurred by it or any Indemnitee or other person to the extent that the Corporation would have the power to grant indemnity under these Bylaws, the Act, or the laws of the State of Indiana.

ARTICLE VIII

MISCELLANEOUS

8.01. Books and Records.

The Corporation, through its Secretary, shall keep correct and complete books and records of account and shall keep minutes of the proceedings of all meetings of its Board of Directors, a record of all actions taken by the Board of Directors without a meeting, and a record of all actions taken by committees of the Board. In addition, the Corporation shall keep a copy of the Corporation's Articles of Incorporation and Bylaws as amended to date. The Corporation shall keep and store all records in a suitable location.

8.02. Fiscal Year.

The fiscal year of the Corporation shall be from January 1 to December 31 of each year.

8.03. Conflict of Interest.

The Board shall adopt and periodically review a Conflict of Interest policy to protect the Corporation's interest when it is contemplating any transaction or arrangement which may benefit any director, officer, employee, or member of a committee with Board-delegated powers.

8.04. Non-Discrimination Policy.

The officers, directors, committee members, and employees of Pyoca shall be selected entirely on a nondiscriminatory basis with respect to race, color, national origin, sex, age, disability, political beliefs, gender preference, sexual orientation, marital status, or financial status. Pyoca

prohibits discrimination in its programs on the basis of race, color, national origin, sex, age, disability, political beliefs, gender preference, sexual orientation, marital status, or financial status. This policy applies to all who participate in Pyoca activities, and anyone who participates in Pyoca activities whether as staff, guest, parent, or camper shall agree to abide by this policy.

ARTICLE IX

DISTRIBUTION UPON DISSOLUTION

9.01 Distribution Upon Dissolution.

If at any time the Corporation is formally dissolved, declares bankruptcy, or has a receiver appointed, its real and personal assets remaining after provision for payment of valid debts and liabilities shall be distributed to the Presbytery of Whitewater Valley or its successor organization within the Presbyterian Church (U.S.A.), or, if such organizations no longer exist, or if such organizations choose not to accept the transfer of the assets and property, each shall be distributed in the manner described in Section 9.01(a) through (c) *infra*.

- a) Any assets lawfully available for distribution shall be distributed to one or more qualifying organizations described in Section 501(c)(3) of the 1986 Internal Revenue Code (or described in any corresponding provision of any successor statute), which organization or organizations have a charitable purpose which is consistent with the mission and purpose of Pyoca.
- b) The selection of the receiving organization(s) shall be made by a majority vote of the remaining members of the Board of Directors. In the event that there is not agreement as to how and to whom the remaining property and assets of the Corporation shall be distributed, the Corporation may file a verified petition in equity in a court of proper jurisdiction, which verified petition shall contain such statements as reasonably indicate the applicability of this section. The court, upon a finding that this section is applicable, shall select the qualifying organization or organizations to receive the assets to be distributed, giving preference, if practicable, to one or more organizations located within

the State of Indiana whose mission and purpose are consistent with those of Pyoca.

- c) In the event that the court shall find that this section is applicable but that there is no qualifying organization known to it which has a charitable purpose, which, at least generally, includes a purpose similar to the Corporation, then the court shall direct the distribution of its assets lawfully available for distribution to the Treasurer of the State of Indiana to be added to the general fund.
- d) The provisions of this Article may not be amended, repealed, or altered in whole or in part.

ARTICLE X

AMENDMENT OF BYLAWS AND ARTICLES OF INCORPORATION

10.01. Amendment of the Bylaws.

With the exception of Article IX, other provisions of these Bylaws may be amended, altered, repealed, or restated by a vote of the majority of the Board of Directors then in office at a meeting of the Board, provided, however;

- a) that no amendment shall be made to these Bylaws which would cause the Corporation to cease to qualify as an exempt corporation under Section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding section of any future Federal tax code; and
- b) that an amendment does not affect the voting rights of Directors. An amendment that does affect the voting rights of Directors requires ratification by a two-thirds vote of a quorum of Directors at a Board meeting; and
- c) that all amendments shall be consistent with the Articles of Incorporation; and
- d) that before any proposal to amend, alter, repeal, or restate any provision of these Bylaws shall be presented to the Board, the proposal shall be provided in writing to each Director with the notice for the meeting at which the proposal will be considered. No vote to adopt the proposal may be taken at that meeting, but a vote to adopt the proposal may be taken at the next regular meeting of the Board.

10.02 Amendment of the Articles of Incorporation.

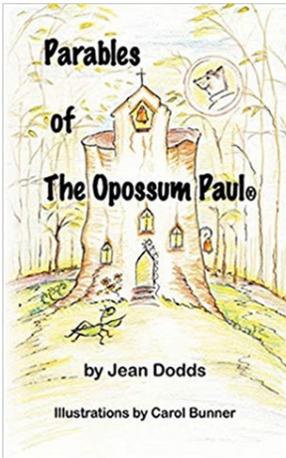
Any proposal to amend, alter, or restate any provision of the Articles of Incorporation for the Corporation shall be provided in writing to each Director with the notice for the meeting at which the proposal will be considered. No vote to adopt the proposal may be taken at that meeting, but a vote to adopt the proposal may be taken at the next regular meeting of the Board. Any amendment to the Articles of Incorporation will require approval of two-thirds of the Directors then serving to be adopted.

CERTIFICATE OF ADOPTION OF BYLAWS

I do hereby certify that the above stated Bylaws of the Corporation were approved by the Corporation's Board of Directors on _____, and constitute a complete copy of the Bylaws of the Corporation.

[Secretary's Name], Secretary

Date: _____



Jean Dodds will be selling and signing copies of

“Parables of The Opossum Paul”

They are \$10.00 each

She will be available from 9am-10am
And during lunch.

They would make great
Christmas Gifts!

The book includes charming devotions for all ages to read and to share. The stories are divided into four categories: The Christmas Series, The Easter Series, The Stewardship Series and The Everyday Series.

In a beautiful wooded glen on the side of a mountain lies the village of Feather Hill. And in the very middle of the village is the Church of the Hollow Stump, where the pastor, the Opossum Paul, and everybody's favorite Sunday School teacher, Grannie Annie Owl, teach the birds and animals about God and how God wants us to live our lives.

Children of all ages will delight in the charming tales and of the characters who live in Feather Hill, while learning valuable lessons about love, forgiveness and the grace of God.

A little about Jean Dodds:
Jean has been an active Presbyterian for over 50 years. She was moderator of West Jersey Presbytery in 1987 and moderator of Whitewater Valley Presbytery in 2005.

The book is also available online at Barnes and Noble and Amazon for \$12.95.

Christopher G Palmer
Statement of Faith

There is a beauty and mystery about existence that draws us into a life of faith. God is that mystery – wholly undivided and inter-personal, simple and plural, transcendent and immanent, one and three. I believe God is Trinity, not because God exists in three distinct pieces, but because Love does not live alone. Love exists only in freedom and relationship. As such, love is not something that God does, but something that God is as Father, Son, and Holy Spirit. This Trinity is the dynamic and reflexive relationship of Love which is the Divine Nature. There is no scarcity or necessity in God's Triune existence. Instead, the Almighty, in an outpouring of that unfathomable Love, wove together the world from the mires of nothingness. God brought forth creation, not to make use of it, but to cherish it. Humanity, a creative reflection of the divine, was made for communion, for relationship, with God. In its irreducible complexity, humanity's love witnesses to that of its Creator.

However, human beings were blind to the gift they had been given, and they distorted the perfect relationship of love shared between them and their Creator. I believe in the faithfulness of a God who trudges after humanity despite its indiscretion. Through the covenant cut with Abram, God identified Himself, not as apathetic Divinity, but as the Lord who is one the side of a wayward people. Through this covenant, God promised to walk among us, to inextricably tether Godself to humanity. The covenant was fulfilled in the incarnation of our Lord, where divinity permeated the innermost crevices of human existence. In the person of Jesus Christ, our Lord forsook the riches of heaven to seek a people blinded by their own delinquency. The self-emptying character of the incarnation was manifested in the works of Christ's ministry. Through his earthly life – his eating with sinners and healing those abused by sinful structures and powers – our Lord engendered the fire and gentleness of the Christian life. His life stood as a testament to the offensiveness of mercy. In the incarnation, God ultimately took on the frailty of the human condition, undergoing torture and death, so that humanity might be joined with him in resurrection. Through a bodily resurrection from the grave, God has interwoven our human flesh into beatitude. Because of our adoption, along with Christ, we are all able to call God "Our Father."

Even in our doubt and despair, the truth of our salvation is not eclipsed. Rather, the Holy Spirit is the consolation in our darkness. It is a Spirit of gladness, of one nature with the God who joyously brought creation into being. Through the in-breaking of the Spirit, we are relieved of our common spiritual lethargy and given the gifts to grow in faith and love. Though burdened by blindness, the Spirit constantly works to carve out Christian virtue within our daily lives. It guides us to live gently, work justly, and love greatly – ultimately, conforming us to look and sound more like Jesus Christ.

But again, love does not live alone, and the chords of redemption bind humanity into a new communal existence – the Church. The Church is the locus of God's saving work in the world, the symphony that sounds God's good news. The life of faith is not an individual ascent to belief, but a gift shared between persons as the Body of Christ. Those bound into this new community proclaim and embody God's hope in a hopeless world. Like the incarnate Lord, the proclamation of God's hope is embodied in the rhythms of the Church's life together. Our worship, confession, and pardon are practices where we gather around the promise of God's Word, celebrating faithfulness and cultivating expectation. This Word has been handed down through patriarchs, matriarchs, monarchs, prophets, and eventually found its distillation in the pages of Holy Scripture. It is the notation by which the Church comes to learn and sound God's hope in our world. Scripture is inspired, not because every word is historically accurate, but because it is God's chosen vessel for communicating our salvation. Yet, while the Word reorients what we hear, the sacrament reorients what we see. At the font and table, the mundane elements of bread, wine, and water are charged with the real presence of God's Spirit. In the sacraments, the Spirit reminds us that the entirety of God's world – every mundane, fleshy, dirty, or forgotten corner -- is sacramental. Through our worship, we witness the world come alive in grace. Bound together by this common witness, the church exits worship to help renew the fragmented pieces of a sin-stained world -- to announce that the God who joyously brought the world into being is not quite finished yet.

Gracie Hellweg Payne Statement of Faith

I believe in One God, the Holy One of Israel, who created all that exists, calls it all good, and in whom we find our being, our reason for service, and the source of our worship. From the beginning, God places us in relationship with God and with one another, but we hide from God, worship idols, and harm one another and the planet with which we have been entrusted to care. But with the mercy of a loving Father, God does not abandon us in our sinfulness. God provides the people of Israel with a law and a land, delivers them from bondage in Egypt, and calls them to deeper intimacy and honor through the prophets.

The Father, with an ever-expansive love, sends the Son for the sake of the whole world. In the person of Jesus Christ, God took on flesh to redeem creation, tend to the forgotten and the marginalized, usher in the Kingdom of God, and call all to believe the Good News. Jesus suffered under the Roman Empire, was crucified by those he sought to serve, and died at Calvary. Jesus knows the depth of human pain so in our suffering we do not find ourselves alone but God with us. Jesus, having faced the same powers and principalities all creation suffers under, was and is victorious. Jesus the Christ's death and resurrection breaks us free from the hold of sin and brokenness over our lives, offers us the gift of salvation, justifies us before God, and gives us hope to believe in the redemption of this world, the resurrection of the body, and the life everlasting.

The Creator, with the Redeemer, sends the Holy Spirit to joyfully give us life, guide us in our living, and protect us from the evil one. I believe we are called to orient our lives around and within the Trinity; in this Triune dance, we bear witness to the transformative, redemptive, and unitive power of our eternal God. We are adopted into the family of faith through baptism and claimed as God's beloved children; as this is in no part due to our actions or will but a sheer gift of God's grace, I believe in infant baptism. We are nourished by the bread and cup of Christ at the table as we are united to Christ's body, bound to one another, and reminded we share in that which Christ accomplished on the cross.

We are sent out from the Lord's Table to share in Christ's ministry as the Church, the Body of Christ. Living together as grateful and forgiven people, we are called to worship God and work for peace in community as an expression of our faith in Jesus Christ. It is our responsibility and our joy to each serve Christ in our daily living by acting with justice and mercy, with all humility and holiness. I believe Scripture (the Old and New Testaments) is inspired by the Holy Spirit and is the authoritative revelation of Jesus Christ. Through our collective engagement with the proclaimed Word we are confronted and comforted, equipped and transformed, and sent out to live together as God's faithful servants.

As we wait and watch for signs of the life to come, groaning with all creation for Jesus Christ's return, we bear witness to the resurrected Christ in word and deed. And I believe the grace of Jesus Christ, the friendship of the Holy Spirit, and the love of God are with us always, until the end of the age.