

**MISSOURI UNION PRESBYTERY MEETING: Saturday, September 9, 2017, Covenant Presbyterian Church, 710 East Yerby, Marshall, MO 65340 660/886-3474**

9:30 a.m.- 9:55 a.m. Registration and Fellowship  
PRESBYTERY ASSEMBLES FOR WORK AND WORSHIP  
Hymn Singing

**Mission Statement: *Led by the power of the Holy Spirit, embraced by the love of God through Jesus Christ, Missouri Union Presbytery joyfully responds to and calls forth each member congregation's unique strengths, challenges, and aspirations.***

- 10:00 a.m. WELCOME ..... Moderator Brad Sheppard  
Call to Order  
Mission Statement (Read in unison)  
Declaration of Quorum  
Adoption of Docket  
Joys and Concerns & Constituting Prayer  
Introduction of first time Elder Commissioners
- 10:10 a.m. Report of the Stated Clerk ..... Rev. Phil Olson  
Approve minutes:  
Stated Meeting of Presbytery June 6, 2017  
Seat Corresponding members  
Correspondence
- 10:20 a.m. Welcome..... Rev. Dan Festa
- 10:25 a.m. General Presbyter's report ..... Rev. Deborah Boucher-Payne
- 10:35 a.m. Council Report (White)..... Elder Georgia Reid  
Finance Committee ..... Elder Frank Yates  
Youth Committee ..... Elder Michael Moore
- 10:43 a.m. Committee on Preparation for Ministry..... Rev. Rob Hughes
- 10: 45 a.m. Camp & Outdoor Ministries ..... Rev. Joel Montgomery
- 10:55 a.m. Stand & Stretch
- 11:00 a.m. WORSHIP with Communion  
Sermon ..... Hungarian Mission Trip  
Offering: *[Candidates' Loan & Scholarship Fund]*
- 12:00 p.m. LUNCH
- 1:00 p.m. Educational Presentation [Stewardship Part II] ..... Rev. Charles Spencer
- 2:00 p.m. Committee on Ministry (E-Blue)..... Rev. Mary Ellen Waychoff
- 2:20 p.m. New Standing Rules [vote for Approval] ..... Elder Bruce Oliver
- 2:35 p.m. Committee on Representation / Nominations..... Elder Bob Fenlon  
[Election of Officers]
- 2:40 p.m. Presbyterian Women..... Elder Anne Schneider
- 2:45 p.m. Bowling Green Administrative Commission ..... Rev. Wally Watkins
- 2:50 p.m. Trustees ..... Rev. Brad Sheppard
- 3:00 p.m. Closing Prayer / Adjournment ..... Rev. Brad Sheppard

**NEXT STATED MEETING**

**Saturday, November 18, 2017 - 10:00 A.M.: Coates Street Presbyterian Church, 601 W. Coates Street, Moberly, MO 65270 660/263-4571**

**Directions to Covenant Presbyterian Church, Marshall, Missouri: -**

From I-70, Take Hwy US 65 North to Marshall. Take Business US 65, Turn east (Right) on Yerby St. Go 4 blocks and the church will be on your right.

**Missouri Union Presbytery Minutes**

**Saturday, September 9, 2017, Covenant Presbyterian Church, 710 East Yerby, Marshall, MO 65340**

AFTER REGISTRATION, the Presbytery began with singing.

WELCOME ..... Rev. Brad Sheppard  
The Moderator called the Presbytery to order at 10:01 a.m. and led in the reading of the Mission Statement.  
The Clerk declared a quorum present, and introduced the Docket, which was adopted as amended. After receiving Joys and Concerns, the Moderator led the commissioners in prayer. He then invited the introduction of first time Elder Commissioners.

REPORT OF THE STATED CLERK ..... Rev. Phil Olson

1 The Minutes of the June 6, 2017 Stated Meeting of Presbytery were presented and approved.

2. The Presbytery seated as corresponding members:

The Rev. Charles Spencer, Heartland Presbytery.

The Rev. Ken Jarvis, Northern Kansas Presbytery

The Clerk notified Presbytery of editorial changes to the proposed Standing Rules to comply with the current Book of Order.

The Clerk introduced future paperwork reduction plans, and asked that motions be submitted in writing to guarantee the accuracy of the minutes.

WELCOME FROM THE HOST ..... Rev. Dan Festa

Rev. Festa gave thanks to First Presbyterian Church [Marshall] who are co-hosting the meeting. He called the commissioners' attention to a special quilt in the hallway honoring the Abolitionist movement of the 19<sup>th</sup> century.

GENERAL PRESBYTER REPORT ..... Rev. Deborah Boucher-Payne

Rev. Boucher-Payne talked about her confidence and hope for the future of the church, especially the way in which MUP and our congregations meet challenges in ministry, and continue with deep trust and faith in God.

She announced that the Fall Stated meeting in Moberly would include workshops. She encouraged sign-ups and invited members to offer workshops themselves.

COUNCIL REPORT ..... Elder Georgia Reid

Finance Committee: ..... Elder Frank Yates

Frank reported that the Presbytery is on track with its budget for 2107, and that we are moving to a "narrative budget" for 2018.

Youth Committee:..... Elder Michael Moore

Michael reported on the Fall Youth Retreat November 10-11 at Coates Street, Moberly for grades 3-8.

COMMITTEE ON PREPARATION FOR MINISTRY ..... Rev. Rob Hughes

Upon motion, Presbytery granted the Committee permission on behalf of the Presbytery to examine Candidate Nathan See, and, if the way be clear, certify him ready to receive a Call.

CAMP & OUTDOOR MINISTRIES ..... Rev. Joel Montgomery

The General Presbyter, Rev. Boucher-Payne, recognized Camp Director Rob Hoell for his 6 years of service to the Presbytery. She presented a plaque, gifts from the presbytery members and a gift for Sarah. The Camp Committee also presented an engraved paddle. Rob then led the Presbytery in final energizer.

Joel gave the Presbytery an update on the search for an Interim Camp Director, and the transitional planning by the Committee.

WORSHIP WITH COMMUNION

Worship was led by youth from the Hungarian Youth Trip. Rev. Aaron White officiated at the Lord's Supper. The offering [\$ ] was dedicated to the Candidates' Loan & Scholarship Fund.

LUNCH: ..... The Presbytery adjourned for lunch in the Dining Hall

STEWARDSHIP PRESENTATION Rev. Charles Spencer

The Rev. Charles Spencer, from Heartland Presbytery, spoke to the Presbytery about concepts of Stewardship, and ways in which congregations [and the Presbytery] could strengthen our programs.

COMMITTEE ON MINISTRY .....Rev. Mary Ellen Waychoff

The Presbyter, Rev. Boucher-Payne, recognized the ordination anniversary of the Rev. Dan Festa [30 years].

Upon motions:

**Presbytery examined and approved** for ordination and presbytery membership Anders Edstrom (candidate of Chicago Presbytery), in order to accept the call to serve as pastor for First Presbyterian Church, Kirksville. A Congregational meeting was moderated by the Rev. David Henry, August 6, 2017. Anders' Statement of Faith is Appendix A. *[The call was found to be in order as it followed Missouri Union Presbytery's Employment Policy of considering all qualified candidates without regard to race, color, ancestry, national origin, gender, marital status, physical or mental handicap, or age.]*

**Presbytery approved** the following terms of call for Anders Edstrom to serve FPC, Kirksville. Salary \$23,000; Housing \$20,000; Full BOP \$15,620; Family dental coverage \$905; SS reimbursement up to \$3,300; Auto reimbursement at IRS rate up to \$2,500; Continuing education allowance up to \$1,000; Book allowance up to \$500; Study leave of 2 weeks including 2 Sundays; Vacation 30 days including 4 Sundays; and reasonable moving expenses up to \$4,000.

**Presbytery concurred** with the recommendation from COM to enroll Westminster PC, Versailles in Synod of Mid-America's Small Church Residency Program for 2017-2018.

**Presbytery examined and approved** the Rev. Ken Jarvis, HR currently a member of Northern Kansas Presbytery, but now residing in Columbia, MO for Presbytery membership. His Statement of Faith is Appendix B.

**Presbytery authorized** the celebration of the Lord's Supper at the Pastor's Retreat on November 7, 2017; Rev. Deborah Boucher-Payne officiating.

COM reported the Committee has::

1. Appointed Judy King moderator for Elmwood PC, Louisiana to replace Murray Phillips.
2. Approved trained ruling elders, Jim Graham, Carol Shirley, and Gary Westerman of Auxvasse PC to officiate at communion for the remainder of 2017.

NEW STANDING RULES [vote for Approval]..... Elder Bruce Oliver

Upon motion, discussion and amendments, the proposed Standing Rules [Appendix C] were approved. They will become effective January 1, 2018.

REPRESENTATION / NOMINATIONS COMMITTEE REPORT..... Elder Bob Fenlon

Upon Motion by the Committee, the Presbytery elected:

Elder Anne Schneider as Presbytery Moderator [2018]

Rev. Mary Ellen Waychoff as Presbytery Vice-Moderator [2018]

PRESBYTERIAN WOMEN .....Elder Anne Schneider

Elder Schneider announced the Fall PW Gathering October 7<sup>th</sup> at Covenant PC, Marshall. Anne encouraged Kits for the Festival of Sharing in Sedalia on October 21<sup>st</sup>. She also highlighted the Peacemaking Offering.

BOWLING GREEN ADMINISTRATIVE COMMISSION..... Rev. Wally Landrum

**Upon motion by** Rev. Landrum, the Presbytery dissolved with thanks the Administrative Commission for First Presbyterian Church, Bowling Green Missouri.

After two years of meeting with the Session and several discernment processes, the congregation voted to remain with the PC (USA), and the Session has improved its ties to MUP.

For information:

- 1. The conflict with MUP remains in many places and several members have left or are not attending.
- 2. The work that has been done to strengthen ties with the Presbytery needs to continue in new ways.
- 3. The Presbytery is helping this church seek part-time, but consistent pastoral leadership for this smaller congregation.
- 4. We recommend "Healthy Congregation" consultation and workshops.

TRUSTEES REPORT..... Rev. Brad Sheppard

**Upon motion by the Trustees,**

- 1. **Presbytery approved** the request of Curryville Presbyterian Church to obtain a loan locally for \$165,000 for repairs to the basement and foundation of their church building.
- 2. **Presbytery approved** the sale of the Buffalo Presbyterian Church property to the members of the former congregation for the sum of \$1,000, and that the corporate president and secretary of the Presbytery be authorized to execute the deed.
- 3. **Presbytery allowed** the Laddonia Presbyterian Church to sell the property located at 508 E. 3rd Street in Laddonia, Missouri, subject to the approval of that sale by the Presbytery Trustees. Accordingly, the congregation shall provide the purchase offer to the Presbytery Trustees for their review and approval, which approval will not be unreasonably withheld.

CLOSING PRAYER & ADJOURNMENT ..... Rev. Brad Sheppard

The Moderator adjourned the meeting with prayer at 3:26 p.m.

**NEXT STATED MEETING**

Saturday, November 18, 2017: Coates Street Presbyterian Church, 601 W. Coates Street, Moberly, MO 65270

## ATTENDANCE: COMMISSIONERS & STAFF

### Active Clergy:

**PR** Boucher-Payne, Deborah  
\_\_ Cain, Cliff  
\_\_ Cook, David  
\_\_ Ehrlich, Scott  
**PR** Erickson, Rob  
**PR** Festa, Dan  
\_\_ Frey, Robert  
\_\_ Hall, Keith  
**PR** Hankinson, Ed  
**EX** Henry, David  
**PR** Hughes, Robert  
**PR** Jackson, Kathie  
**PR** Karchner, Bobbie  
\_\_ Kaul, Norlita  
**PR** King, Julie  
**PR** Kukuk, Terry  
**PR** Lindsay, Marvin  
**PR** Landrum, Wallis  
**PR** Logan, Helen  
\_\_ Merrin, Steve  
**PR** Montgomery, Janis  
**PR** Montgomery, Joel  
\_\_ Phillips, Murray  
\_\_ Rose, Bertie  
**EX** Russell, Aline  
**PR** Ruvugwa, Aaron Gisonga  
**PR** Sebastian, Pam  
**PR** Sheppard, Brad  
\_\_ Slavin, Dana Ridgeway  
**PR** Stanfield, Michael  
\_\_ Trussell, Miranda  
**PR** Wasson, Ann  
**PR** Waychoff, Mary Ellen  
**PR** White, Aaron J.  
**EX** Wolfe, Zachary  
\_\_ Woods, Rodney

### HR/"Inactive" Clergy

**EX** Bailey, Robert  
**PR** Balwanz, Bob  
\_\_ Beard, Rudy  
\_\_ Brock, Charles  
\_\_ Butler, Brian  
\_\_ Cone, D. Randall  
\_\_ Culverhouse, Cecil  
\_\_ Kerr, Robert E.  
\_\_ Kiser, Tim  
**PR** Lewton, Michael  
\_\_ Long, Jim  
**EX** Massey, Raymond I.  
\_\_ Matsuda, Ichiro  
\_\_ Morgan, Lisa  
**PR** Olson, Philip  
\_\_ Rabe, Virgil  
\_\_ Ramsey, Richard  
\_\_ Roberts, Ron  
\_\_ Schnucker, Robert  
\_\_ Snyder, James  
\_\_ Van Buskirk, Maryanne  
\_\_ Vorhies, Diane  
\_\_ Young, William

### CLP/CRE:

\_\_ Grimmert, John  
\_\_ Hilkerbaumer, Jason  
**PR** King, Judith  
**EX** Marcum, Dianna  
**EX** Marcum, Randy  
**PR** Smith, Victor

### Council Elders:

**PR** Ajans, Mona  
\_\_ Bouchard, Ann  
\_\_ Brouwer, Mike  
\_\_ Buchanon, Brad  
\_\_ Carder, Jim  
\_\_ Dean, Joan  
**PR** Fenlon, Bob  
\_\_ Gray, Sue  
**PR** Oliver, Bruce  
**PR** Reid, Georgia  
**PR** Schneider, Anne  
**PR** Yates, Frank

### Staff:

**EX** Baker, Cindy  
**PR** Hoell, Rob  
**PR** Jackson, Debbie

### Visitors:

Salvador Gavalda  
SOMA  
Mary Riley  
Coates Street, Moberly  
Brenda Martin  
Kirksville  
Heather Edstrom  
Kirksville  
Jan Kartje  
Kirksville  
Cathy Zinkel  
FPC Mexico  
Cindy Phillips  
FPC Mexico  
Ellen Phillips  
FPC Mexico  
Helen Fenlon  
FPC Mexico  
S Andromeda Brouillette  
???

**Community: Congregation Commissioners names**

ALEXANDRIA, Alexandria .....

ARMSTRONG, Union Church .....

AUXVASSE, Auxvasse City .....

AUXVASSE, Concord .....

BARNETT, Golden Beach .....

BARNETT, Hopewell Union .....

BELLFLOWER, First .....

BENTON CITY, Benton City .....

BOONVILLE , First .....

BOWLING GREEN, Antioch .....

BOWLING GREEN, First.....Leslie Sheets

BROOKFIELD, First.....

BUNCETON, Federated .....

CHILLICOTHE, First .....

CLARKSVILLE , Calumet ..... Willard Wamsley

CLIMAX SPRINGS, Climax Spring.....

COLUMBIA , Agape Fellowship .....

COLUMBIA, First..... Ed Hander  
Janet Brandt

COLUMBIA, Trinity ..... William Kennedy

CURRYVILLE, Curryville .....

ELSBERRY, Auburn .....

ETHEL, Ethel .....

EXCELLO, McGee Memorial.....

FARBER, Farber .....

FULTON, First ..... Ramona Dobson

FULTON, White Cloud.....

GREEN CITY, Green City .....

GREEN RIDGE, Green Ridge .....

HANNIBAL, First.....

HOUSTONIA, Range Line .....

JEFFERSON CITY, First ..... Cynthia Quetsch  
Carol Scott

KAHOKA, Kahoka.....

KIRKSVILLE, First ..... Laura Easley

**Community: Congregation Commissioners names**

LADDONIA, Laddonia .....

LAPLATA, Community.....

LOUISIANA, Buffalo .....

LOUISIANA, Elmwood.....

LOUISIANA, First .....

MACON, Macon .....

MARSHALL, Covenant.....

MARSHALL, First .....

MARSHALL, Longwood.....J.R. Greer

MEMPHIS, First.....

MEXICO, Bethel .....

MEXICO, First..... Bob Zinkel  
Rick Boyce

MILAN, Milan .....

MOBERLY, Coates Street ..... Jane Roads

MONTGOMERY CITY, UM / Pres. .... Floy Oliver

MORRISON, Bethel Salem .....

NEW CAMBRIA , United Church.....

OSAGE BEACH, Lake..... Frank Yates

OTTERVILLE, Otterville .....

PALMYRA, First .....

PARIS, Paris..... Shonda Galloway

SEDALIA , Broadway .....

SILEX, Silex.....

SLATER, First.....

STOUTSVILLE, Florida .....

SWEET SPRINGS, Sweet Springs .....

TRENTON, Hodge.....

VANDALIA, First..... Sharon Lewton

VANDALIA, Mt. Olivet.....

VERSAILLES, Westminster.....

WELLSVILLE, UM / Presbyterian.....

WHITESIDE, Whiteside.....

WILLIAMSBURG, Old Aux./9 Mile.....

**Anders Edstrom  
Statement of Faith**

I affirm the Trinitarian definition of God as Father, Son, and Holy Spirit, as attested in Scripture, and formulated in the creeds of the Church. When I claim belief in "God the Father Almighty," in the Apostle's Creed, I affirm that God with God's unlimited power chose to love us and become our partner, friend, companion, and defender.

In God's act of love, God creates communion with humankind. Despite our sin and the evil that exists in the world, we are accepted as we are and brought into relationship with God. God in a gracious act of love comes to us and claims us for God's own before we have any ability or desire to follow God. While God in God's gracious love for us accepts us as we are, God's love refuses to allow us to stay the way we are. Instead, God seeks to transform us. God's gracious and transforming love does not remain an idea pronounced by God from afar. It becomes flesh and blood in the person of Jesus of Nazareth, who "is the image of the invisible God" (Col. 1:15) and "the exact imprint of God's very being" (Hebrews 1:3). Because Jesus is the fully divine Son of God, he is the image of God. As the image of God, Jesus is the exact imprint of who God is and we know from Jesus that this is God. Jesus as fully human shows us what it means to be human and represents humankind to God.

Atonement happened not only in Jesus' death, but also through his life and resurrection. I see Jesus' life as a demonstration of his perfect faithfulness to God, giving us an example to follow. Jesus' death shows God's willingness to suffer with the world. Jesus' resurrection welcomes humankind into participation with a new reality for the world. Just as death no longer has the last word because of Jesus' resurrection, neither do injustice, inequality, or oppression. The Holy Spirit is God and is worshiped and glorified. The Holy Spirit exists in loving relationship with the two other persons of the Trinity. 1 Cor. 12:3 states no one can declare faith in Jesus as Lord without the indwelling of the Holy Spirit. The Holy Spirit allows us to claim Jesus as Lord because the Holy Spirit is our comforter and friend (John 14:26). The Holy Spirit is God's presence with us and within us. The Holy Spirit as God's presence with us and within us empowers us and enables us to live a life of faith, a life of response to God's gracious work in Jesus Christ.

I believe, the head of the Church is Jesus Christ and he alone. The Church is the community, gathered around Jesus, to hear the proclamation of the Word of God. We participate in the sacraments as tangible signs of God's grace, and to transform us into faithful participants in the work of Christ. As faithful participants in the ongoing work of Christ, the Church's ministry is to proclaim the God of love to the world, to care for those who are sick, lonely, or poor, and to work for justice for the oppressed. The sacraments of Baptism and the Lord's Supper are signs and seals of God's grace given to the whole community. In baptism, God's free grace and acceptance went before us and accepted us long before we could respond with a life of faith. The Lord's Supper is a sign and seal of communion with the Risen Christ and with one another. As we take the elements, we are anticipating the heavenly banquet where all people are invited to communion at Christ's table.

I understand the Bible as the collection of Scriptures that the Church, under the guidance of the Holy Spirit, declares to be an authentic witness to God. I believe the words of Scripture are the Word of God as they are sanctified and used by God for the purpose of God's self-revelation. Because God uses Scripture to reveal God's self, we are accountable to it and under its authority.

Jesus has promised that he will one day return and make all things new. We do not know when this will happen, but our calling as Christians is to live in anticipation of that day when all people will be reconciled to God through Christ (Col. 1:20).

Kenneth G. Jarvis  
Brief Statement of Faith

I believe in and put my trust and faith in the triune God. I believe that God is the same yesterday, today and forever. I believe that God created and is creating all things, and that God redeems, sustains, rules and transforms all that there is. I believe that God loves us so much that God sent us Jesus to redeem us.

I believe that Jesus is truly the Christ, the incarnate Son of God, born of the virgin Mary. I believe that Jesus is the second part of the Trinity. I believe that Jesus lived, suffered a needed, yet tragic death and that he rose again. I believe that he died and rose again so we, you and I, sinful as we are, could receive salvation and be in a right relationship with God. I believe that in and through Jesus Christ we are promised a new future, as described in the book of Revelation, where there will be no more suffering and pain. I also believe that all things are possible in and through Jesus Christ.

I believe that the Holy Spirit is the third part of the trinity and through the power of the Holy Spirit, we experience God's love as well as his justice. I believe that the Holy Spirit resides in my heart.

I believe that the Holy Scripture is the inspired Word of God, written by many authors.

I believe the Holy Scripture when it says "there is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus."

I believe the sacraments of Baptism and the Lord's Supper are instituted by God and commended by Christ. I believe that these sacraments are signs of the real presence and power of Christ as well as being symbols of God's love for us. I believe that the sacrament of Baptism seals God's redeeming grace that is offered to all people, infant as well as adult. I believe that the sacrament of the Lord's Supper is the sign and seal of eating and drinking in communion with the crucified and risen Lord. I believe that every time we receive the sacrament of the Lord's Supper, we are renewed and empowered by the memory of Christ's life, death and resurrection. I believe that we are sealed in God's covenant of grace every time we partake of the sacrament of the Lord's Supper.

For me personally, I believe that the way to my salvation is in and through Jesus Christ.

O God, have mercy on me and give me peace,

The Rev. Dr. Kenneth G. Jarvis, HR

# *Standing Rules*

## **Missouri Union Presbytery**

Adopted: 12-01-01  
Revised: October 29, 2015  
Revised: September 9, 2017  
Effective January, 2018



## **STANDING RULES MISSOURI UNION PRESBYTERY**

### **1.00 General Principals of the Presbytery**

The mutual interconnection of the church through its councils is a sign of the unity of the church. Congregations of the Presbyterian Church (USA), while possessing all the gifts necessary to be the church, are nonetheless not sufficient in themselves to be the church. Rather, they are called to share with others, both within and beyond the congregation, the task of bearing witness to the Lordship of Jesus Christ in the world. This call to bear witness is the work of all believers. The particular responsibility of the councils of the church is to nurture, guide, and govern those who witness as part of the Presbyterian Church (USA), to the end that such witness strengthens the whole church and gives glory to God. (*Book of Order* G-3.0101)

#### **1.10 Name**

The name of this mid-council shall be MISSOURI UNION PRESBYTERY, a Presbytery of the Synod of Mid-America, and of the Presbyterian Church (USA).

#### **1.20 Bounds**

The geographical area of this governing body shall be marked by the boundaries of the state of Missouri on the north and east; on the south by and including all of Lincoln, Warren, Montgomery, Osage, Miller, and Camden Counties; and on the west by and including all of Pettis (including Knob Noster in Johnson County), Saline, Chariton, Carroll, Livingston, Grundy, Morgan and Mercer Counties in the state of Missouri.

#### **1.30 Membership and Responsibilities**

Membership in the Presbytery shall be determined in accord with G-3.0301 and G-3.0306 in the *Book of Order*. Persons serving as officers of the Presbytery, the General Presbyter and members of the Presbytery Council (hereafter referred to as Council) shall be enrolled as members of the Presbytery for their term of office with full voice and vote. When the Presbytery meets, each church shall have commissioner(s) corresponding to the number of members as follows:

1-500 @1 Elder; 501-1000 @2 Elders; 1001-1500 @3 Elders

Certified Christian Educators who are ordained Elders are members of the Presbytery with voice and vote.

#### **1.40 Meetings**

The Presbytery shall hold meetings in accord with the provisions G-3.0105 and G-3.0304 in the *Book of Order*. Meetings of the Presbytery shall be conducted according to the parliamentary procedures contained in the latest *Book of Order* and *Robert's Rules of Order, Newly Revised*.

The quorum for meetings of the Presbytery shall be ten percent of the total number of churches and active Ministers of Word and Sacrament set annually at the first stated meeting of the year by the Stated Clerk.

## **2.00 Officers**

The officers of the Presbytery shall be the Moderator, Vice-Moderator, Immediate Past Moderator, Stated Clerk, and Treasurer in accord with those provisions set forth in the *Book of Order* G-3.0104.

### **2.10 Moderator**

The Moderator of the Presbytery shall be elected at the next-to-last stated meeting of the year by the Presbytery for a term of one (1) year, shall moderate the business of the Presbytery, and shall be registered with the State of Missouri as President of the Corporation.

In the absence of the Moderator, the Vice-Moderator shall serve as Moderator. If the Vice-Moderator is not available, the Immediate Past-Moderator shall serve as Moderator. The Presbytery Council will appoint a Moderator if none of the above is available.

### **2.20 Vice-Moderator**

The Vice-Moderator of the Presbytery shall be elected at the next-to-last stated meeting of the year by the Presbytery for a term of one (1) year and shall officiate as the Moderator of the Presbytery in the Moderator's absence, and assume such other duties as the Moderator shall assign.

### **2.30 Immediate Past-Moderator**

The Immediate Past-Moderator shall be a member and serve as Vice-Moderator of the Presbytery Council.

### **2.40 Stated Clerk**

The Stated Clerk of the Presbytery shall be elected by the Presbytery for a term of three (3) years. The Nominating Committee shall nominate a candidate for election as Stated Clerk during the final year of the term at the next-to-last stated meeting of Presbytery. The Stated Clerk may serve a maximum of three (3) consecutive full terms.

An annual performance review of the Stated Clerk shall be conducted by the Personnel Committee. The Stated Clerk shall keep the membership rolls and attendance of all Ministers of Word and Sacrament, Certified Christian Educators, Certified Associate Christian Educators, and Commissioned Pastors.

The Stated Clerk shall serve as Recording Clerk and Parliamentarian of the Presbytery, Secretary of the Council, and staff such committees and commissions as determined by the Presbytery. A Recording Clerk and a Parliamentarian may be elected to serve at a meeting of the Presbytery upon the nomination of the Stated Clerk.

The Stated Clerk shall convey to the Council recommendations for the time and place of all stated meetings of the Presbytery in the coming year to be acted upon at the final meeting of the Presbytery each year. The Moderator, Vice-Moderator, Stated Clerk, General Presbyter, and Worship Committee of the Presbytery shall coordinate the meeting arrangements with the moderator of the session and session of each host church or host committee of non-church sites.

The Stated Clerk shall be responsible for recruiting, training, and assembling a team of people to annually review session records of churches within the Missouri Union Presbytery.

The Stated Clerk will compile the *Presbytery Guide (Manual of Administrative Operations Book of Order G-3.0106)* from information submitted by moderators of the Presbytery committees. The Stated Clerk shall make copies of the completed Presbytery Guide available to the moderators of standing committees. Copies will also be made available to members of the Presbytery as requested.

## **2.50 Treasurer**

The Treasurer of the Presbytery shall be elected by the Presbytery for a term of three (3) years. The Nominating Committee shall nominate a candidate for election during the final year of the current Treasurer's term at the next-to-last stated meeting of the Presbytery. The Treasurer may serve a maximum of three (3) consecutive full terms. An annual performance review of the Treasurer shall be conducted by the Personnel Committee.

The Treasurer shall review monthly and annual financial reports; understand the posting and accounting procedures employed by the Presbytery office; and oversee internal budget control and review. The Treasurer shall be a member of the Finance Committee and Council. The Treasurer shall be bonded by the Presbytery.

## **3.00 General Presbyter**

The General Presbyter of the Presbytery shall be elected by the Presbytery upon recommendation of a General Presbyter Nominating Committee. This Committee shall be elected by the Presbytery upon the recommendation of the Nominating Committee. Position responsibilities will be as described in the Presbytery Guide (*Manual of Administrative Operations Book of Order G-3.0110*). An annual performance review shall be conducted by the Personnel Committee. The General Presbyter will serve as Moderator of the Presbytery Council with vote.

## **4.00 Corporation**

The Missouri Union Presbytery shall be incorporated under the General Not-for-Profit Corporation law of the State of Missouri. The corporation shall hold and administer all real property and receive and administer bequests and gifts. The General Presbyter shall be the registered agent for the corporation.

## **5.00 Presbytery Committees (12; Excludes Council)/Commission (1)**

The Presbytery shall elect those who are to serve on the twelve (12) standing committees and one (1) Commission. Those committees/commission are: Presbytery Council, Bills and Overtures, Camps and Outdoor Ministries, , Committee on Ministry, Committee on Preparation for Ministry, Committee on Representation and Diversity, Finance, Leadership Development and Education; Nominating, Personnel, Sexual Misconduct Allegation Response, and Worship plus the Permanent Judicial Commission.

Presbytery approval is required when committees are created noting membership, purpose, terms and other pertinent facts. Committees and commissions shall be comprised of church and Presbytery members.

Committee moderators and members will be nominated for election by the Nominating Committee for 3-year terms; in three classes; with a maximum of two consecutive terms served unless otherwise noted. Partial terms of less than one year will not preclude election for two full three year terms.

The quorum for committee and commission meetings shall be a majority of the voting members.

### **-5.05 Presbytery Council (18 members)**

The Council shall consist of the Moderator, Vice-Moderator, Immediate Past-Moderator, Stated Clerk, Treasurer, and General Presbyter; Presbytery Committee Moderators of Camps and Outdoor Ministries, Committee on Ministry, Committee on Preparation for Ministry, Leadership Development and Education, Committee on Representation and Diversity, , Worship, Finance, , Personnel, Mission Team Liaison; the Moderator of Presbyterian Women and two (2) members-at-large.

The General Presbyter, Immediate Past Moderator and Stated Clerk of the Presbytery shall serve as Moderator, Vice-Moderator, and Recorder of the Council, respectively.

The Council shall coordinate the Presbytery's vision, mission, and strategic goals; the work of Presbytery committees and Presbytery meetings; and serve as Trustees for the Corporation. The Council will—assume responsibility for nominating the moderator/members of the Nominating Committee and the planning and evaluation, stewardship, and sexual misconduct investigations of the Presbytery, as needed.

### **5.10 Bills and Overtures Committee (6 members)**

The Stated Clerk shall staff the Committee as secretary and resource person with voice but without vote. General Assembly Commissioners and the Young Adult Advisory Delegate attending the most recent General Assembly may serve as a 'resource' to the Committee.

The Committee will 1) study all amendments to the Constitution of the Presbyterian Church (USA) presented to the Presbytery for a vote; 2) vote within the Committee on the amendments; and 3) inform the Presbytery of the outcome of that advisory vote. The Committee will also recommend a voting process to the Council when the Council meets to plan the Presbytery meeting when the vote will be held.

### **5.15 Camps and Outdoor Ministries Committee (9 members)**

The Camps and Outdoor Ministries Committee provides oversight and development of the property at the Covenant Point facility and the on-site and off-site camp and conference programming.

### **5.20 Committee on Ministry (21 members)**

The Committee's role in the Presbytery is to shepherd and guide congregations and support open communication regarding the life and ministry of the congregations. The Committee on Ministry shall operate in accord with the *Book of Order G-3.0307 and G-2.11003b*.

### **5.25 Committee on Preparation for Ministry (6 members)**

The Committee will provide care/supervision and develop/maintain processes to guide, nurture, and oversee the preparation of 1) ministry candidates and inquirers for ordination to the Ministry of the Word and Sacrament (*Book of Order G-3.0307*); 2) Elders of the Presbyterian Church selected to become Commissioned Pastors (*Book of Order G-2.10*); and 3) those preparing for Certification as Christian Educator (*Book of Order G-2.11*)

### **5.30 Committee on Representation and Diversity (3 members)**

The Committee on Representation and Diversity shall function in an advisory and advocacy role helping to ensure balanced representation on Presbytery committees in accord with the *Book of Order G-3.0103*). The Stated Clerk shall staff the Committee as a resource person.

‘Representation and Diversity’ analysis and reporting is to include the participation classifications of 1) Ministers of Word and Sacrament and Elders; 2) Men and Women; 3) Race and Ethnicity; 4) Age; 5) Disability; 6) Congregation Locations, and 7) Theological Point-of-View, where possible.

### **5.35 Nominating Committee (6 members)**

The General Presbyter shall staff the Committee as a resource person and the Committee shall consult with the Committee on Ministry Moderator regarding nominations to the Sexual Misconduct Allegation Response Team.

At the next-to-last stated meeting of the year, the Nominating Committee shall present a slate of nominees for Officers of the Presbytery. At the last stated meeting of the year, it shall present a slate of committee members, moderators, and Synod Commissioners to be elected. General Assembly Commissioners, Alternate Commissioners, and the Young Adult Advisory Delegate shall be elected for one (1), two (2) year term at the last stated meeting of the year prior to the General Assembly they will attend. All officers, committee members, commissioners, and delegates shall ordinarily assume office on January 1st. The Committee may present nominations to the Presbytery during the year when vacancies occur, with those nominated assuming office when elected.

### **5.40 Finance Committee (9 members)**

The Committee will 1) oversee procedures for budgeting, depositing of receipts, payment of expenses, and investment administration working with the General Presbyter, Treasurer, and Bookkeeper; 2) develop and present to Council and Presbytery a proposed budget for the Presbytery; and 3) commission an annual financial review. The Committee will develop and revise Financial Policies and Procedures to be approved by the Presbytery Council.

### **5.45 Leadership Development and Education Committee (6 members)**

The Committee will be responsible for promoting throughout the Presbytery 1) child, youth, and adult education; 2) faith formation; and 3) leadership development/training for church officers and leaders. Additionally, the Committee will be responsible for guiding technology and communication ‘best practices’ with a primary focus on ‘small churches’ throughout the Presbytery.

### **5.50 Personnel Committee (6 members)**

Consideration shall ordinarily be given to nominating members with experience in Human Resources for adopting current ‘best practices’ regarding performance reviews and policies.

The Personnel Committee will conduct regular performance reviews of the General Presbyter, Stated Clerk, and Treasurer for the purpose of providing feedback helpful in encouraging the optimum performance and working relationship of the staff and the Presbytery.

### **5.55 Sexual Misconduct Allegation Response Team (6 members)**

Consideration shall ordinarily be given to 1) nominating members with experience in sexual misconduct allegations and 2) required continuing education and training for members.

The responsibilities of the Team shall be in accordance with the Appropriate Boundaries Policy adopted by the Presbytery.

The Allegation Response Team is to act as a facilitator to respond quickly and objectively in a pastoral role: for alleged victims and their families; for congregations or entities which are disturbed by difficult situations; and for alleged offenders and their families.

The General Presbyter, Stated Clerk, and Moderator will appoint on a case-by-case basis a Sexual Misconduct Allegation Investigation Team (*Book of Order D-10.0000*).

### **5.60 Worship Committee (6 members)**

The Committee will be responsible for 1) organizing and coordinating worship at Presbytery meetings and 2) exploring further opportunities for worship at the Presbytery level. Additionally, the Committee will provide resources and training for worship leadership in their local congregations.

### **5.65a Mission Teams Liaison (1)**

A Mission Teams Liaison shall be nominated by the Nominating Committee and be a member of the Presbytery Council. The Mission Team Liaison shall be responsible for the overall coordination, evaluation, and inspiration of mission and Mission Teams including 1) docket time requests for MUP meetings, 2) the budget request process, 3) submission of annual self-evaluation reports, and 4) compliance with the Standing Rules requirements for Mission Teams. The Mission Team Liaison will encourage the churches of the Presbytery to utilize the mission team process in order to reach out in mission beyond the local congregation.

### **5.65b Mission Teams**

Mission Teams will be formed to fill a specific need or support a specific cause or concern. Formation of a Mission Team requires formal action by a minimum of three (3) church sessions and by submitting an application to the Mission Team Liaison. Each of the church sessions must nominate of at least one (1) member or Minister of Word and Sacrament willing to serve on the Mission Team. Additional membership on the Mission Team will be open to all church members and Ministers of Word and Sacrament in the Presbytery.

Mission Teams shall be created for a term of one (1) year and shall be reviewed annually by the Mission Team Liaison. A recommendation to Presbytery to renew the Mission Team for another year will be part of the annual review process.

### **5.70 Permanent Judicial Commission (9 members)**

Permanent Judicial Commission members will be elected by the Presbytery to staggered terms of six (6) years each in accord with *Book of Order D-5.0101, D-5.0102 and D-5.0103*. The meetings of the Permanent Judicial Commission shall be held in accord with *Book of Order D-5.0200*. No member shall serve on any two Permanent Judicial Commissions at one time (*Book of Order D-5.0105*).

The purpose of the Permanent Judicial Commission is to respond when a complaint of an irregularity or delinquency is filed by a person or council subject to the jurisdiction of the Presbytery according to the Rules of Discipline of the Book of Order.

### **6.00 Presbyterian Women**

Presbyterian Women seeks “to build an inclusive, caring community of women that strengthens the Presbyterian Church (USA) and witnesses to the promise of God’s kingdom”. The Moderator shall be a member of the Presbytery Council.

### **7.00 Suspension of Rules**

In accord with Robert's Rules of Order, the Standing Rules of the Presbytery consist of Rules of Order (parliamentary procedures) and Ordinary Standing Rules (activities of the Presbytery).

Ordinary Standing Rules may be suspended in a stated meeting of the Presbytery by a 2/3 majority vote.

### **8.00 Amendment of Rules**

The Standing Rules of the Presbytery may be amended with previous notice and a two-thirds vote of the Presbytery. Previous notice means that the motion must be included in the call for the meeting and must be first read at a stated meeting before being voted upon at a second stated meeting.