

# Reports to the Presbytery of Florida Spring Stated Meeting

May 17, 2016

9 a.m. CDT/10 a.m. EDT



St. Andrews Presbyterian Church  
3007 W. 14<sup>th</sup> St., Panama City, FL 32401  
[www.standrewspc.com](http://www.standrewspc.com)

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# **IMPORTANT INFORMATION FOR CLERKS/PASTORS**

## **Please share this information with your ruling elder presbytery commissioner(s):**

Every ruling elder commissioner must have a form naming him/her as commissioner for the church, signed by the session moderator or clerk. This form is included in the docket mailing and also is available on the Presbytery's website, [www.presbyteryofflorida.com](http://www.presbyteryofflorida.com), under the "Meeting dockets/forms" tab on the site's "Presbytery" page.

The commissioner must turn in that form, sign in on the appropriate list, and get a name tag. All three steps are important for ensuring your attendance is recorded in the official meeting minutes, so be sure to arrive about 30 minutes before the meeting starts in order to take care of this and any personal needs before the meeting is called to order. Minister members should sign in on the appropriate list and get their printed name tags.

These will help ensure accurate recording of the minutes, particularly the attendance, and a timely start of the meeting.

Rev. Mary Vance,  
2016 – 2017 Moderator of the Presbytery of Florida

Map and directions to St. Andrews Presbyterian Church,  
3007 W. 14<sup>th</sup> St., Panama City, FL 32401

**Directions:**

From U. S. Hwy. 98 in Panama City: Turn south on Beck Avenue. Go two blocks. The church is on the right side across from Enzo's Pizza. There will be signage and people directing parking.

**From Pensacola on I-10**, turn south on SR 77 at Chipley. Turn west (left) on 23rd Street, and go to Beck Avenue. Turn south on Beck, cross over U. S. Hwy. 98 and continue two blocks to church.

**From Tallassee on I-10**, take U. S. Hwy. 231 south to 23rd Street, heading west to Beck Avenue, turn left on Beck Avenue, cross over U. S. Hwy. 98 and continue two blocks to church.

Find this map and directions at <https://goo.gl/maps/ET7v1SA2xKG2>.



**Lunch Menu**

Peanut Chicken Casserole (Vegetarian option available),  
garden salad, watermelon wedge with blueberry topping,  
rolls and assorted desserts  
**\$10 per person**

**DOCKET OF THE PRESBYTERY OF FLORIDA (Note: All times are Central)**

**May 17, 2016 – 9 a.m. CDT/10 a.m. EDT**

**St. Andrews Presbyterian Church, Panama City, FL**

*We strengthen, nurture, and connect congregations; We support and connect elders engaged in pastoral leadership; We inspire members to grow spiritually and model the love of Christ in service and witness; We lean forward to embrace change and develop creative outreach and outdoor ministries*

8:55 CDT **Registration**

9 CDT..... Spring Meeting Convenes

- < Declaration of a Quorum ..... Jeannie Dixon
- < Adoption of the Docket ..... Jeannie Dixon
- < Welcome from host church..... Sheila Palmer
- < Introductions ..... Mary Vance  
First-time ruling elders, teaching elders, corresponding members, and visitors

9:15 CDT– Morning Worship..... Trinity Whitley

- < Commissioning of delegates to General Assembly

10 CDT

- < Report from FLAPDAN – Kathy Broyard (15 minutes)
- < Report from attendees to Small Church Conference (15 minutes)
- < Report from Hunger Action Enabler – Joy Gilbert (5 minutes)
- < Report from Presbyterian University Center – Trinity Whitley
- < Report from Stated Clerk/Communications to Presbytery – Jeannie Dixon (pp. 2 . 4)
- < Report from Coordinating Presbyter – Paul Luthman
- < Report from Dogwood Acres Director – Ben Powell
- < Celebrating the Life of our Congregations (15 minutes)
  
- < Presbytery team reports for information:
  - o Congregational Mission Support Team (p. 5)..... Gary Cecil
  - o Personnel Team (p. 6)..... Ric Connor
  - o Self Development of People (p. 7)..... Michael Askew
  - o Dogwood Acres Ministry Team ..... James Vance

11:45 CDT– Order of the Day

- < Report from Presbytery Engagement Team to Agape Presbyterian Church – Joan Wooten (p. 8)

12 CDT– Lunch

1 CDT – Presbytery team reports for action:

- o Budget, Finance and Stewardship Team/Treasurer (Supplemental)..... Jim Davis
- o Committee on Ministry (Supplemental) ..... Mark Broadhead
- o Commitment to Representation Team (Supplemental)..... T o y a O ’ H o r a
- o Presbytery Leadership Team (pp. 9 . 16)..... Hugh Hamilton

**NEW BUSINESS**

Adjournment and Closing Prayer

**Next Meeting:** October 25, 2016 – Location to be determined

If you need child care for this meeting, please contact the host church.

# Report from the Stated Clerk/Communications to Presbytery

## Session Records

Included in the packet is the Session Records Review Checklist for 2015. Dates for the records review will be announced at a later date. Clerks may wish to prepare their records and the checklist for this review.

## Annual Statistics

Thanks to the clerks and pastors for the completion of the annual statistics. Four of the churches did not submit information on their membership; repeated attempts were made to get the information without success.

## End of Year Forms

I have submitted the various annual end of year forms for the presbytery.

## Communications

Communications received and distributed include:

Email from Tony De La Rosa, re: Presbyterian Mission Agency Budget Impact

Respectfully submitted,  
Jeannie Dixon, Stated Clerk

From: Tony De La Rosa <[Tony.DeLaRosa@PCUSA.ORG](mailto:Tony.DeLaRosa@PCUSA.ORG)>  
To: [ALLMGBS@LISTSERV.PCUSA.ORG](mailto:ALLMGBS@LISTSERV.PCUSA.ORG)  
Date: April 29, 2016 at 3:52 PM  
Subject: [ALLMGBS] PMA Budget Impact

Dear Sisters and Brothers in Christ,

It is out of our great respect for you that we have been deliberate in promptly communicating news from the Presbyterian Mission Agency before it is shared broadly with the church. In that same spirit, we share news with you today regarding the outcome of the Presbyterian Mission Agency Board meeting that concluded its work in Louisville today.

Our board has approved the 2017–2018 budget, with revenues and expenditures balanced at approximately \$63.5 million for both years. For the first time in its history, the Mission Agency took a dramatically different approach to the budget process, crafting a unique, zero-based budget that does not use any prior year’s unrestricted funds receipts to balance.

I know you are aware of concerns over shrinking reserves for the PMA, and there has been a strong emphasis from the board to “right-size” the PMA budget—and expectations of what the PMA can do—to reflect the current levels of giving from the Church. [You can read details about the budget here](http://www.pcusa.org/news/2016/4/29/presbyterian-mission-agency-board-enacts-work-rest/) [http://www.pcusa.org/news/2016/4/29/presbyterian-mission-agency-board-enacts-work-rest/].

Many of you have told us that you are facing similar financial circumstances, prompting you to change the way you do mission based on perceived needs and available resources. We at the PMA are doing the same thing. The budget approved by our board reflects our effort to live within our means. In building this budget, we prioritized the programs that most closely match the goals of the Mission Work Plan, concerns expressed by church leaders this past year, and those services which PMA is in a position to do. We believe that mission happens everywhere Presbyterians are gathered, and we play only one part in that larger mission.

1 The budget also reflects our new reserve fund policy, setting aside a total of three months' contingency  
2 funds for both restricted and unrestricted budgets.

3 With the General Assembly expected to discern the future structure of the church, our Mission Work  
4 Plan was purposely designed as a two-year bridge plan for a time of transition. This budget reflects an  
5 agency-wide work restructuring that will enhance organizational effectiveness, efficiency and unique  
6 resourcing.

7 Eight staff positions and five programmatic offices were eliminated today as a result of the new budget.  
8 While even one staff departure is painful, layoffs were fewer than originally anticipated due to the fact  
9 that most of our vacant positions were not filled during the past year. In total, we have had  
10 approximately 80 vacant positions, among them the vacancies created when 26 employees accepted  
11 voluntary separation packages earlier this year.

12 Living within our means will not allow us to fund the following programmatic work offices:  
13 1) New Beginnings; 2) Small Church Residency Program; 3) Special Offerings Ambassador Program; 4)  
14 Korean English Ministry; 5) the publication *Unbound*.

15 We understand that discontinuing some of these programs may be of concern to you. Here are some  
16 details:

17 < New Beginnings has been a very effective support for congregational revitalization. The program  
18 was developed by and continues to be resourced by the Disciples of Christ, and we will be  
19 discussing the potential for referring future congregations directly to Disciples assessors and  
20 coaches. There will be a Congregational Vitality office which will draw from multiple available  
21 resources for continuing church support.

22 < The Small Church Residency Program for new pastors (once known as "For Such a Time as  
23 This") was discontinued because of limited availability of candidates for the participating  
24 churches. We are aware of other similar programs addressing these needs, and hope that they can  
25 grow and continue.

26 < Because so many of you stepped up and encouraged your congregations to do so, World Mission  
27 exceeded its funding goal in 2015. If revenue goals are met, we do not expect to recall any  
28 mission co-workers as a result of the 2017–2018 budget.

29 < The new two-year budget will impact several areas within the Compassion, Peace and Justice  
30 ministry, including a reduction in one staff person at the Presbyterian Ministry at the United  
31 Nations, a change in staffing with PHEWA, and the conclusion of *Unbound: An Interactive  
32 Journal of Christian Social Justice*. Staffing for the Office of Public Witness in Washington,  
33 D.C., will continue, even if J. Herbert Nelson is elected Stated Clerk.

34 < Compassion, Peace & Justice has created a new position in leader development, racial justice and  
35 networking in partnership with Racial Ethnic & Women's Ministries and the Presbyterian  
36 Mission Agency's Human Resources Department, to develop new leaders in advocacy, anti-  
37 racism training and education, and this position will connect with constituent social justice  
38 networks across the PC(USA), including PHEWA.

39 < Within Racial Ethnic & Women's Ministries, a deployed field staff position for Korean English  
40 Ministry, which has been vacant since 2015, was removed from the 2017 – 2018 budget, as this  
41 work is now being done by a Korean English ministry network. A Korean teaching elder

1 in Seattle is currently heading this network, which will continue to relate to the Office of Korean  
2 Emerging Ministries.

3 Our agency-wide work restructuring will also result in 35 job openings planned for later this year or  
4 early 2017. Employees whose positions were eliminated are eligible to apply for these positions.

5 As you can imagine, and as you may have experienced in your own context, budget and staffing  
6 cutbacks are extremely painful. I am grateful for my colleagues in PMA leadership for making these  
7 difficult decisions together, and I want to express my appreciation for the excellent work that has been  
8 done by the programs that are being cut. In many cases, the decision to eliminate these services was  
9 based on the potential for similar work being done by ministry partners, and in no case were these  
10 cutbacks based on poor performance by the staff involved.

11 Over these three days of our board meeting, there has been much conversation about our interrelatedness  
12 as a denomination. To cite 1 Corinthians 12:12: “For just as the body is one and has many members, and  
13 all the members of the body, though many, are one body, so it is with Christ.” Because you are critical to  
14 the mission of our body, we hold you in prayer – and in close communication – even as we know you do  
15 for us.

16 Tony

# Report from the Congregational Mission Support Team (CMST)

*The Congregational Mission Support Team (CMST) is responsible for but not limited to strengthening and supporting churches, planning opportunities for leadership development, leading the presbytery in transformation and revitalization opportunities, evangelism and developing ways for networking and connecting ministries, missions and resources among its churches.*

Your friendly neighborhood CMS Team has taken the initiative toward addressing our responsibilities to the presbytery and our churches, particularly in strengthening and supporting churches, leadership development and evangelism.

- I. Mission Insite – CMST is organizing a team to be trained in using this data base in order to equip our churches with mission profiles and examine possibilities for new worshipping communities. Our goal is to train a minimum of 5 persons who will commit to the training and providing profiles to our churches. Of course we would be glad to train more willing servants of the kingdom! We believe these profiles can provide important information that can help any church better define and implement its mission.
- II. Church Development – as you will see today, CMST is taking an active role in bringing the wisdom and learning from the Small Church Conference back to our presbytery. Our plan also includes offering regional workshops for smaller congregations and providing helpful information through the Pelican.
- III. Dogwood Acres – CMST hopes to work closely with Dogwood Acres in identifying and offering weekend events for leadership development and fellowship. Ideas include a Preaching Retreat, Commissioned Ruling Elders training (in cooperation with COM), Healthy Church, and other ways of networking and connecting ministries, missions and resources among our churches.
- IV. Celebrating the Life of our Congregations – We continue to discuss ways to lift up our churches and celebrate what God is doing in our midst. We are recommending that our meetings provide a Minute for Celebration and Testimony when possible.
- V. Redevelopment – CMST has some funding available for projects related to redevelopment, and we are establishing basic benchmarks to assess requests. If you think your church might benefit, please let us know.
- VI. Evangelism – Grace PC in Panama City will be hosting a PC(USA) associated evangelist and national speaker, Chris Walker, August 26-28, who will be teaching about *Evangelism for Ordinary People*. Saturday will be open to all. This could be a preview of what Chris may be doing for our October meeting of presbytery if the way be clear. Call 850-769-4000 as we draw closer to the event at Grace if you wish to attend.
- VII. Hunger Action – CMST continues to review and approve requests for funding through the Hunger Action program, Joy Gilbert coordinating and reporting.

Respectfully submitted,  
Gary Cecil, Team Chair

**Other Team members:** Bill Mock, Debbie Gibson, C. K. Moore, Lorie Gordon, Jim Huffaker, Barbara Overholt

**Ex officio:** Joy Gilbert, Hailey Braden Lynch



# Report from the Personnel Team

*The Personnel Team is responsible for annual review of goals with staff, annual performance and policies.*

The Personnel Ministry Team met at the Presbytery's office on January 11th. We elected Ric Connor as Moderator and Brant Copeland as Secretary. We reviewed the Personnel Policies for the Presbytery and discussed how to proceed with performance reviews for Melissa Morgan and Jim Davis. It was decided that we would meet on another date to talk with both Melissa and Jim. We discussed staff evaluations, raises and Christmas gifts. It was decided that we would no longer give the staff Christmas gifts but rather take that under consideration for possible raises in the upcoming year. Other concerns were discussed before adjourning.

The Personnel Ministry Team met again on March 8<sup>th</sup> at the Presbytery Office primarily to hear evaluations and goals from Melissa Morgan and Jim Davis. Jim was not able to attend so we asked Brant if he would find a convenient time for Jim and conduct the review privately with him. Brant agreed to the proposal. Melissa received an outstanding review and was thanked for her service, ministry and dedication to the Presbytery.

The Personnel Team accepted the proposal for Ben Powell to be the Interim Director for Dogwood Acres through January 2018 with the proposed salary.

The Personnel Team will meet again in August to discuss the budget for the Personnel Team for 2017.

Respectfully Submitted,  
Ric Connor, Team Chair

**Other Team members:** Brant Copeland, John Lown, Jean Norman, Kathleen Rogers

# Report from the Self Development of People (SDOP) Team

*The Self Development of People (SDOP) Team is responsible for the administration, interpretation, and implementation of the Self-Development of People Program of the Presbyterian Church (USA) within the Presbytery, in accordance with the mandate and criteria set forth by the 181st General Assembly.*

The Presbytery's SDOP Team recently received communication from the Presbyterian Committee on SDOP Associate for Community Development and Constituency Relations Margaret Mwale regarding available SDOP grant funds and the deadline for applications. She stated the following:

"I am writing regarding the amount available in 2016 for your certified SDOP Committee to enter into partnership(s) with communities of economically poor, oppressed and disadvantaged people within the bounds of your presbytery. Self-Development of People continues to face difficult financial times with the decline in the One Great Hour of Sharing (OGHS) Offering. This has once again resulted in cuts to every line item in our budget including the line item for Presbytery and Synod allocations. The combination of the above and factoring in the 15% cost of promoting the OGHS Offering (a cost which SDOP has traditionally not passed on) means your committee has \$2408.87 available. If you wish, you may use up to 10% of this amount for administrative expenses.

**The deadline to submit Project Evaluations and Request for Payment forms is now October 1 of each year starting in 2016. Due to the recent reduction in staff, this will facilitate processing the above items and getting the funds to the projects as quickly as possible."**

The Presbyterian Committee on the Self-Development of People (SDOP) establishes partnerships with groups who:

- < are oppressed by poverty and social systems,
- < want to take charge of their own lives,
- < have organized or are organizing to do something about their own conditions,
- < have decided that what they are going to do will produce long term changes for their lives or communities,
- < utilize some combination of the SDOP core strategies to promote justice, build solidarity, advance human dignity, advocate for economic equity, and
- < will control the programs they own and will benefit from them directly.

Local groups who meet these criteria and would like to apply for funding can learn more and find application materials at <http://www.presbyterianmission.org/ministries/sdop/sdop-criteria/>. However, the Presbytery's SDOP Team urges qualified groups to submit applications to the Presbytery office **well in advance of Oct. 1** so the Presbytery's SDOP Team has adequate opportunity to determine whether the project is valid for funding within this ministry and, if so, to forward their documents for funding.

Respectfully submitted,  
Michael Askew, Team Chair

**Other Team members:** Tae Ho Cheong, Thaddeus Wilkins, James Monroe


# Report from the Presbytery Engagement Team to Agape Presbyterian Church, Panama City

## TERMS OF DISMISSAL FOR THE AGAPE PRESBYTERIAN CHURCH FROM THE PRESBYTERIAN CHURCH (USA) TO THE COVENANT ORDER OF EVANGELICAL PRESBYTERIANS

In accordance with the Presbytery of Florida's "Guidelines for Dismissal to Another Reformed Denomination," the Presbytery Engagement Team comprised of Teaching Elder Joan Hedrich Wooten, Teaching Elder John Erthein, and Ruling Elder Donald Mowat negotiated the following terms of dismissal with the Session of the Agape Presbyterian Church. The negotiations took place at a called meeting of Session on Monday, April 25, 2016. The Session, having approved the terms, presented them to the congregation at a called meeting on Sunday, May 1, 2016. The congregation unanimously approved the terms and now submits them to the Presbytery of Florida for its approval.

1. The congregation will retain its current name upon reception by the Covenant Order of Evangelical Presbyterians (ECO).
2. The congregation will retain its property and buildings.
3. The congregation agrees to contact the State of Florida in order to change its corporate identity.
4. The congregation agrees to pay off all outstanding loans, and understands that dismissal cannot occur until this is done.
5. The congregation is responsible for any and all legal expenses associated with this dismissal process.
6. The congregation agrees to pay the average of the three most recent annual contributions to the Presbytery's budget according to the following schedule:
  - Beginning of first year after dismissal (100% of the average)—\$1170.15 (due at time of dismissal)
  - Beginning of second year after dismissal (66% of the average)—\$772.30
  - Beginning of third year after dismissal (33% of the average)—\$386.15These funds will be utilized for mitigating the impact of the congregation's dismissal to the ECO.
7. The congregation agrees to close out its financial and membership books as of the official date of dismissal, and submit the records to the Presbyterian Historical Society to be copied, the expense of which will be covered by the congregation (*Book of Order* G-3.0107). The original documents will be returned to the congregation when such copies have been completed.
8. The congregation understands that an affirmative vote for dismissal by the Presbytery of Florida is not final until all of the aforementioned requirements have been completed, and a written request from the ECO for the congregation's dismissal has been submitted.

 Joan Hedrich Wooten May 1, 2016  
Moderator, Presbytery Engagement Team Date

 James L. Pugh 1 MAY 16  
Clerk of Session Date

 Dan Pettiball 5-1-16  
Moderator of Session Date

# Report from the Presbytery Leadership Team

The **Presbytery Leadership Team (PLT)** is responsible for engaging in ongoing shaping and reshaping of the life and mission of the presbytery by being responsive to the changing needs of the presbytery, the community, and the world.

## For information:

### 1. 2016 Meeting schedule for 2016 PLT:

May 24, 2016 at 3:30 PM (Central) at the Presbytery office

August 13, 2016 at 9:00 AM (Central) at Dogwood Acres

November 1, 2016 at 3:30 PM (Central) at the Presbytery office

### 2. At our March 2016 PLT Retreat we reviewed the 2 stated goals for the presbytery:

- Church development – to strengthen churches

- Dogwood Acres – to develop DWA as a vital part of the life of our Presbytery

Regarding Goal 1, Church Development, the Congregational Mission Support Team (CMST) highlighted educational events for the Presbytery and our recent good experience with keynote speakers at Presbytery meetings (e.g. , Vera White with 1001 Worshipping Communities). We may consider regional events which are not exclusive to presbytery meeting and we encourage folks who attend conferences related to enhancing church life and practices to share their findings at a presbytery meeting and/or the *Pelican* newsletter.

We may have small group discussions or workshops during presbytery meetings presenting “best practices” in common needs of congregations, such as new member assimilation or volunteer recruitment and support, or stewardship programs and approaches; best practices in church administration or new program development, new initiatives for ministries.

We note that some individuals and congregations are very committed to the work of the presbytery while others are not. Factors contributing to the duality include:

a. The presbytery goals are not “owned” by our congregations presbytery.

b. Our history of rearranging the deck chairs on the Titanic; we tend toward technical change vs. adaptive change (i.e, we are not confronting the changing culture and communications of our society)

c. Relationships are essential and we need much more relationship building in our presbytery.

We should celebrate our churches; and when meeting with churches we should arrive with specific offers (“here is what I can offer, here is what I/we bring to the table...”). We have to think of new ways of “doing presbytery” and we must involve “Millennials” in our planning/programming/communications, given their new technology-centered lifestyles. We must also ask our Sessions, “How must it work for you to attract you to be involved in presbytery?”

### 3. The Administrative Commission for Port St. Joe continues to meet with the congregation for discernment and visioning

4. The PLT approved a change in the change in the Financial Policies of the Presbytery, Section IV, Fund Accounting: “A Team can now expend \$500 on its own authority (rather than \$3,000); the Treasurer can approve expenditures in excess of \$500 and up to \$2,000 (rather than up to \$10,000); and expenditures over \$2,000 must now be approved by the Presbytery Leadership Team.”

5. Working with James Vance and Ben Powell, the Budget Finance and Stewardship Team has successfully clarified and separated the Dogwood Acres accounts from the Presbytery accounts and

1 clearly delineated proper coding of all expenditures and accounting of funds so as to avoid co-mingling  
2 of DWA and presbytery funds.

3 6. Regarding per capita dues: Not all churches paid their complete 2015 per capita. The current practice  
4 is to forward per capita only as it is received. It was agreed by consensus to not pay Presbytery's per  
5 capita to Synod and General Assembly except as it is received.

6 7. PLT had authorized Coordinating Presbyter Paul Luthman's attendance at this year's General  
7 Assembly pending fund availability. As income does not provide for that, he does not plan to attend.

8 8. Commitment to Representation (Nominating Committee): There are over 100 committee slots to fill  
9 each year; currently we have only 7 vacancies! Three of those are on COM (we need RE from both  
10 Central and East and TE from Central). The other vacancies are: one on CMST; two on Disaster  
11 Preparedness; one on Personnel. In addition there is one vacancy on the Commitment to Representation  
12 team. The team meets again on March 31 and welcomes suggestions to fill the vacancies.

13 9. PLT approved the request of (CMST) Congregational Mission Support Team's to purchase the basic  
14 program and "Neighbor Center Option" of *Mission Insight*, subject to getting a 5 person team trained in  
15 it use and committed to preparing demographic reports for any church in our presbytery that requests  
16 such. The cost will come from the redevelopment fund.

17 10. PLT Approved the Personnel Team's request for a minor change in the Personnel Policy (Section  
18 XIIA): remove the statement regarding grievances going to appointed liaison. The result would be a  
19 direct appeal to the Personnel Team, not through the appointed liaison.

## 20 **For action:**

21 **1. The Presbytery Leadership Team recommends that the office of the Presbytery of Florida**  
22 **located in Chipley, FL, be moved to Dogwood Acres and the current office building be sold.**

23 Please see attached supplemental reports for details:

24 2011 Relocation Task Force Report

25 2013 Presbytery Meeting Supplemental Report from the Presbytery Leadership Team

## 26 **RATIONALE:**

27 **A MOTION REGARDING THE PRESBYTERY OFFICE**

28 Recommended by Budget/Finance and Stewardship

29 Endorsed by Presbytery's Leadership Team

30 In late 2011, a Special Committee was formed and tasked with studying the feasibility of moving the  
31 presbytery office to the Bears Building or Laurel Lodge at Dogwood Acres. The tasking was  
32 subsequently expanded to include First Chipley's manse and church, renovating the current office to  
33 make it more functional, constructing a separate building at DWA, and even purchasing other land in  
34 Chipley closer to I-10. In the end the committee simply recommended "continuing in the direction of  
35 moving the office to Dogwood Acres", and presbytery took no action.

36 During the September 2013 Presbytery meeting, the Presbytery Leadership Team reported that an offer  
37 to purchase the existing presbytery office for \$182,500 had been tendered. In response, PLT solicited  
38 information from First Chipley, First Marianna, and Dogwood Acres. After evaluating each option, PLT  
39 recommended that the current presbytery office be maintained. Presbytery voted that the offer be  
40 rejected "at this time".

1 Today, the Presbytery Leadership Team is recommending that the presbytery office be moved to  
2 Dogwood Acres and the current office be sold.

3 ***What has/has not changed since the vote in 2013?***

4 Five reasons not to sell were cited at that time.

5 (1) *“The economic benefits are not clear since we will lose \$112,500 on the office sale. Property values  
6 have probably bottomed out and are beginning to rebound, though we do not anticipate the value  
7 will return to what we paid for it anytime soon. If ever.”*

8 The firm that appraised the property in 2013 has expressed the opinion that there has been little, if  
9 any, improvement in the value of commercial property in Chipley. The question thus becomes  
10 “Should we hold on to a building that is larger than needed for two staff persons but is not  
11 functionally adequate for committee meetings just because we will lose money; or should we bite the  
12 bullet, swallow our loss, and gain funds that can be used for current and future ministries?”

13 (2) *“Changes approved at General Assembly in July 2014 will take at least two years to impact local  
14 presbyteries. The prospect of reconfiguration/realignment of presbyteries with differing priorities is  
15 a strong possibility. We should stay where we are until we see how things shake out.”*

16 While the “shaking out” is still ongoing, a move to Dogwood Acres in no way compromises our  
17 flexibility. Indeed, by taking the current office out of the picture, future options are enhanced.

18 (3) *“The recent change in leadership at Dogwood Acres creates the option of moving the presbytery  
19 office into the current office/director's home at minimal expense to presbytery. If \$20,000 is set aside  
20 from the sale for relocation expenses, the remaining \$165,000 +/- can be divided between the 2016  
21 budget shortfall (\$35,000), and \$130,000 to assist churches with comprehensive redevelopment  
22 plans (including salary assistance for small churches with a viable plan for growth).  
23*

24 (4) *“This concern is alleviated if we move the office to DWA.”*

25 (5) *“That is not necessarily true; if new realities emerge, there is no reason the office cannot be relocated.  
26 But since Dogwood Acres is such a vital ministry of our presbytery, it is hard to understand how it  
27 can be bad if we find ourselves “tied” to it.*

28

29

30 Given the options before us, we believe moving the presbytery office to DWA is the best alternative  
31 as we position our presbytery for the future. We could pay DWA \$750.00 per month to rent the  
32 space, and that would be more than offset by the annual savings generated (utilities, maintenance,  
33 etc.) when the current office is sold. The Presbytery Leadership Team therefore recommends to  
34 presbytery that the presbytery office be moved to the Dogwood Acres office/director’s home; the  
35 current office be sold for best offer received; and the proceeds of the sale be apportioned as indicated  
36 above. The DWA Team endorses this proposal.

37 Respectfully submitted,  
38 Hugh Hamilton, Team chair

39

40

41 **Other Team members:** Bill Green, Mary Vance, Leslie Yandle, Mark Broadhead, Gary Cecile,  
42 James Vance, Ric Connor, W. O. Bell, Ruth Mashewske, Sandra Winslett, Bill Rumph, Ken  
Overholt, Nesta Cumbie, Suzanne Burke, Anne Hall, Beckie Mooney

**Ex officio:** Paul Luthman, Jeannie Dixon

# Report to Council from the Special Committee on Presbytery Office Relocation

## For Information:

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The recommendation of Council was formally approved at the November 2011 Presbytery meeting. At that meeting, the committee's charge was modified to include considering the feasibility of locating the Presbytery office at alternative sites in addition to DWA.

The Presbytery is in the first year of a three-year Acts 16:5 Initiative that invites it to engage in a deliberate process of transformation, honoring the things that have worked in the past but being open to new possibilities, trusting God to lead it in new directions. This committee has endeavored to keep this goal in mind as it pursued its delegated task.

**Initial Meeting:** The committee met on January 20, 2012. Members present were Mary Vance, Nesta Cumbie, Jim Gibbs and Nolan Raybon. Also present were Kevin Veldheisen and Jean Silva (Associate Executive Presbyters) and James Vance (member of Dogwood Acres Operations Committee and chair of Dogwood Acres Visioning Team). The meeting began with a tour of the current Presbytery office in Chipley. Next, because First Presbyterian of Chipley had informed the Committee of its interest in leasing space in its existing facilities, the Committee toured the manse and the upstairs facilities at the church. The Committee then moved to Dogwood Acres to look at two initial locations for a new building.

**The current Presbytery office:** The current office building was purchased in 2006 for \$295,000. Prior to that time, the Presbytery office was located in Panama City. The property in Panama City was sold for approximately \$280,000, and those proceeds, plus cash on hand, were used to purchase the existing office.

There is no mortgage on the Chipley property. The building originally was used by a small law firm. Though it was thought at the time of purchase to be suitable for the Presbytery's main office, it no longer seems a good fit. The offices are small and laid out in an inefficient floor plan. The building has two restrooms (not bathrooms), a small kitchen area, a reception area, four offices and a conference room. One of the offices is large enough to hold a conference table that can seat a maximum of 13 people. The conference room holds a table that can seat 8 people. However, this space is cramped, making it difficult to maneuver in the room when there are people at the table. Meetings at the current office are restricted to a maximum of thirteen people. The office is functional, but not ideal.

The building has not been appraised, but Committee member Jim Gibbs is knowledgeable of the real estate market and suggested that its value in today's market is not more than \$150,000 (about \$75.00 per square foot). This is quite a decrease in the property value, so the Committee feels that, before making any firm decisions, further advice should be sought, and eventually a professional real estate appraisal might be in order.

The idea of expanding the current building was discussed briefly, but rejected for a couple of reasons. First, expansion of the current building is outside the scope of the committee's charge. The charge to

1 the committee was to consider the feasibility of relocating the Presbytery Office in order to consolidate  
2 administrative functions of the Presbytery, which includes the administration of DWA, and to further  
3 the objectives of the DWA Mission. There was no discussion at the Council meeting or the Presbytery  
4 meeting regarding any interest in making improvements to the current office. Whatever inadequacies  
5 exist, they are not critical if the current structure of separate offices for DWA and the other Presbytery  
6 functions is to continue. Second, Jim Gibbs has advised the committee that, in his professional  
7 judgment, Chipley real estate is not a good investment at this time. In short, if there is not going to be a  
8 consolidation of the Presbytery's administrative office, making changes to the Chipley office is not  
9 warranted at this time.

10 **Purchase and Build:** The committee considered the possibility of building a new facility somewhere  
11 closer to I-10. While that would address the inadequacies of the current office, it would require  
12 purchasing more real estate in a depressed real estate market. The same considerations apply to this  
13 alternative as apply to the prospect of adding on to the current office. Additionally, because it would  
14 require buying land, it would cost more than building on Presbytery-owned land at Dogwood Acres.

15 **Chipley First:** The session member in charge of property at Chipley First Presbyterian notified the  
16 Presbytery staff that the church might be interested in renting the manse next door to the church for use  
17 as a Presbytery office. The manse is approximately 50 years old and in disrepair. In terms of the  
18 building layout and utilization of space, there would be no improvement over the current Presbytery  
19 office. At the same time, the state of the plumbing and electrical condition would be inadequate for  
20 administrative office functions and quite a bit of repairs, paint, etc. would be required to make it  
21 usable. A move to the Chipley manse would mean the Presbytery would be paying rent for a building  
22 inferior in every respect to its current facility, which it owns outright. Although the communication  
23 from the Chipley session indicated that it was interested in leasing out the manse, the committee also  
24 toured the upstairs rooms at the church, which are also available. These rooms are not handicapped  
25 accessible and would likewise be less suitable for office space than the current facility. The committee  
26 members and staff who toured the Chipley, First, property unanimously agreed that the only  
27 justification for moving the office to Chipley, First, would be to provide a financial boost to that  
28 congregation, and that the costs and disadvantages to the Presbytery as a whole far outweigh any  
29 support for such a move.

30 **Dogwood Acres:** The only office space currently at Dogwood Acres is an approximately 19'x16'  
31 room which is actually part of to the Director's house. It has neither conference space nor a bathroom.  
32 It is currently being used as the administrative office for all Dogwood Acres business, but is not sized  
33 or designed for use by visitors, campers, volunteers, and the public.

34 The Bearss building at Dogwood Acres has a kitchen, two restrooms and a conference room that will  
35 comfortably seat twenty people.

36 Approximately 1,500 – 1,800 people visit Dogwood Acres each year. This includes summer campers,  
37 retreat and meeting attendees, volunteer groups, and visitors. This is by far the Presbytery's single  
38 most visible entity. This past year has seen not only an increase in facility use, but a major push by  
39 Dogwood Acres Operations Committee to improve the overall conditions of the facilities. Improved  
40 roads, forested landscape, a new Nature Center, improved signage, upgrades in the Dining Hall, Bearss  
41 Building, cabins and Craft Hut all add up to a greatly improved experience for all. Consideration of  
42 this land as the site for the Presbytery office is a natural consequence of looking at the energy pouring  
43 into and out of this 500 acre retreat center.

44 There are two potential sites for a Presbytery administration building just off the main entrance road.  
45 The first is the present location of the sand volleyball court (on the left as one drives in, just before  
46 reaching the Director's house. This was the site of the original pool for the camp). The second site is



1 on the right, about 40 yards past the Pole Barn (formerly used as an RV site). Both offer high, fairly  
2 level ground. The first would probably be the preferred location in terms of access to the office by  
3 visitors without interfering with Dogwood Acres programs underway.

4 This preliminary report comes from a Committee that has no budget and is therefore restricted to in-  
5 house discussions and ideas. However, the committee was able expand on its field of expertise by  
6 consulting with an architect who has had many years of experience designing office buildings and  
7 commercial and residential facilities. Ivan Johnson is a well- known and highly- respected architect in  
8 Tallahassee. He has worked on projects for the Boy Scouts (in wilderness areas similar to DWA),  
9 churches (he recently designed and oversaw a large renovation at First Presbyterian, Tallahassee), and  
10 historic renovation projects. Ivan agreed to give the Committee a professional courtesy visit to help  
11 sort through the many questions that needed to be addressed before making this important decision.

12 Ivan has provided some preliminary suggestions for a new building at Dogwood Acres. Kevin and  
13 James Vance are in ongoing “discussions” with him about various alternatives and will have a more  
14 detailed report soon. One consideration being discussed is a slightly smaller office space with a  
15 “virtual conference room.” Some discussion has been had in this area with the idea of rotating staff  
16 that might be able to work from home part of the time. This could be a cost saving approach from the  
17 standpoint of construction costs, overhead (utilities and insurance), and staff commute.

18 In the meantime, the Committee has talked about some of the pros and cons of moving the Presbytery  
19 office from Chipley to Dogwood Acres.

20 **Convenience:** One objection to moving to DWA was the extra travel time. It is actually only 15-20  
21 minutes further from I-10 than the current location. Dogwood Acres is still just about as close to the  
22 center of our Presbytery as you can get.

23 **Why move to DWA?** Several years ago, the Presbytery decided to focus on two main missions:  
24 Church Development and Evangelism, and Dogwood Acres. Since then, DWA has taken off. With  
25 thoughtful leadership, hard work and a growing vision, change is coming fast. By being on-site, the  
26 Presbytery could more easily engage in one of its primary ministries, and facilitate just as efficiently  
27 the other.

28 Having the Presbytery office at DWA would provide a number of benefits for both the office and  
29 DWA.

- 30 < At present, Kevin is sometimes forced to make hard decisions about leaving the property.  
31 Many times, when he leaves for an off-site meeting, shopping trip, post office visit (or even to  
32 drive the hour round trip to the Chipley office) the facilities are left unattended. Visitors who  
33 arrive unannounced, upon finding a locked office, have no choice but to leave with their  
34 questions unanswered. Having a staffed office on DWA grounds would offer an opportunity to  
35 welcome those visitors as well as accept deliveries and demonstrate a physical presence.
- 36 < The Presbytery office would (could) also house DWA office space for Kevin and/or future  
37 staff.
- 38 < Equipment would (could) be shared (copier, fax, internet access, phone systems, etc.)
- 39 < Sharing staff could smooth out work flow for both the Presbytery and DWA
- 40 < The office would have on-premise maintenance personnel.
- 41 < Additional considerations:
  - 42 < Ownership of a facility that was custom designed specifically for its use
  - 43 < More energy efficient than present building
  - 44 < Increased exposure for our retreat center and camp, which would lead to greater usage
  - 45 < A more “professional” appearance and feel for first-time guests and parents

- 1 < Long term investment in and commitment to our DWA mission
- 2 < Easier communication between staff members
- 3 < Consolidation of Presbytery missions
- 4 < The ability to hold larger meetings on Presbytery property that also provides a natural
- 5 setting with abundant facilities for all occasions

6 **Conclusion and Recommendation:** This committee has attempted to look into the feasibility of  
7 moving the Presbytery office to Dogwood Acres, as well as consider additional location options.  
8 Because DWA is so centrally located, it is considered a prime geographic location. It also seems to  
9 offer a good opportunity to bring our primary endeavors together under one roof, in one central  
10 location.

11 There are several unknowns at this point and the Committee recommends looking into them further.  
12 There is the obvious question of design and cost of a new building and selling the present office.  
13 There are issues with internet connectivity that would be necessary for a well functioning office. And  
14 opinions should be sought from an expanded group, including the interim Executive Presbyter who is  
15 presently helping us discern our future path. But after many hours of in depth discussions with staff  
16 and Presbytery leaders, we recommend continuing in the direction of moving the office to Dogwood  
17 Acres. We also recommend getting further advice in order to answer the technology questions, and  
18 spending a few thousand dollars on getting preliminary designs and costs for a building. And finally, it  
19 would be helpful to have a more formal opinion of the value of our existing building as well as a  
20 realistic time frame for both selling and construction.

21 **For action:**

22 Authorize the Special Committee Presbytery Office Relocation to continue investigating the feasibility  
23 of consolidating the Presbytery's Administrative Offices at Dogwood Acres; and approve the  
24 expenditure of up to \$3,000 for preliminary office design drawings (\$2500) and an appraisal of the  
25 current office (\$500) if the committee determines that an appraisal is called for.

26 Respectfully submitted,  
27 Mary P. Vance, Committee Chair

28 **Committee Members:** Fred Bond, Nesta Cumbie, Jim Gibbs, Bruce Neu, and Nolan Raybon

29 Report to Presbytery April 24, 2012

1 **Supplemental Report from the**  
2 **Presbytery Leadership Team (PLT)**

3 *The Presbytery Leadership Team is responsible for engaging in the ongoing shaping and reshaping*  
4 *the life and mission of the presbytery by being responsive to the changing needs of the presbytery,*  
5 *the community and the world.*

6 **For information:**

7 At the request of Chipley attorney Jeff Goodman, appraiser Phillip Pippin appraised the presbytery  
8 office at 1314 Jackson Avenue, Chipley, FL. The appraisal value is \$182,500. Presbytery paid  
9 \$295,000 for the property in 2006. Mr. Goodman is making an offer of \$182,500 to purchase the  
10 property. If the Presbytery does not accept an offer at or above the appraised value, Presbytery will  
11 pay the \$1,000 appraisal fee.

12 To evaluate alternative office locations should presbytery decide to sell the building, office  
13 specifications were developed (attached) and sent to three locations considered to be geographically  
14 central to the presbytery: First, Chipley; Dogwood Acres and First, Marianna. First, DeFuniak  
15 Springs, declined to be considered due to lack of space. The three locations submitted their responses  
16 to the office specifications, and site visits were conducted by PLT members Andy Jackson and Jean  
17 Norman; Administrative Assistant Melissa Morgan and Interim Administrator John Schuler. Attached  
18 is the comparison of what each location could provide based on the specifications. The current location  
19 is also included.

20 The PLT is recommending that we not sell the current office. While each of the three alternative  
21 locations has benefits, the drawbacks are considerable, and there is not a compelling reason to sell the  
22 building at this time. Below are thoughts that contributed to this decision:

- 23 < The economic benefits are not clear since we will lose \$112,500 on the office sale.  
24 Property values have probably bottomed out and are beginning to rebound, though we  
25 do not anticipate the value will return to what we paid for it anytime soon, if ever.
- 26 < Changes approved at General Assembly in July 2014 will take at least two years to  
27 impact local presbyteries. The prospect of reconfiguration/realignment of presbyteries  
28 with differing priorities is a strong possibility. We should stay where we are until we  
29 see how things shake out.
- 30 < There is not a plan for how the property sale funds would be used.
- 31 < There is some concern that we would lose objectivity if we locate at a church.
- 32 < If we move to Dogwood Acres, we are tied to that location.

33 **For action:**

34 The Presbytery of Florida will not sell the current office.

35 Respectfully submitted,  
36 Jean Norman, Team Chair

37 **Other Team members:** Bill Bess, Beulah Brinson, Jae Wan Chung, Danny Dieth, Jeannie Dixon,  
38 Hugh Hamilton, Andrew Jackson, Bill Kerrell, Debbie Layton, John Lown, Sandra Faye Macon,  
39 Sharon Schuler, Joan Wooten.

40 Report to Presbytery Sept. 10, 2013

## Guidelines for Presbytery Meetings

Thank you for your service as presbyters – and a special welcome to those who are first-time commissioners! Our work together as a Presbytery is a great privilege. We represent different points of view, interests, and levels of knowledge, but we all share a love for our church and a commitment to mission. Each one of us is valuable and stands to offer important perspectives on the issues before us.

When we meet, our goal is to make the best possible decisions for the life and ministry of our Presbytery. Therefore, to ensure that all points of view are heard and that we use our time well in the course of the day, the following points should be kept in mind:

1. Those who are eligible to vote on matters brought before the presbytery are member ministers, certified Christian educators who also are elders and session-appointed elder commissioners. (The number of commissioners each church is allotted is shown on the following page.)
2. Please use the microphones. This applies to everyone. You may think that you can project your voice and that you have no difficulty being heard, but there will always be someone who cannot hear what you want to say. As Moderator, I will ensure that the body waits for you and does not engage in debate while you make your way to a microphone.
3. When you speak to the assembly, please identify yourself by name, as minister or elder commissioner, and by church. Many people at a Presbytery meeting know each other well and see each other frequently, but there are others who are new and do not know those in attendance.
4. Please do not shout, “Call for the question!” when you want to move to limit debate. Instead, go to a microphone, wait to be recognized, and say, “I move the previous question.” This motion is not debatable, does not require a second, and requires a two-thirds majority.
5. If you wish to make a point of order, ask a question of privilege, or bring up a matter of business that cannot wait, you do not need to wait at a microphone. Please stand at your place and say, “Moderator, I rise to a point of order,” or “Moderator, I rise to a question of privilege.” The Moderator will recognize you, ask you to state your question or concern, and will deal with it immediately.
6. If you are not sure how to word a motion, please go to a microphone, wait to be recognized, and then explain to the Presbytery what you want to do. The Moderator will help you frame your motion.
7. Debate on all motions shall be limited to three minutes on all issues for discussion or action, alternating between speakers who are for or against the motion, in accordance with XI(3) of the Presbytery’s Bylaws.

Remember that *Roberts Rules of Order* is designed to be a help, not a hindrance – so don’t let it stand in the way of your full participation in the Presbytery meeting. Again, welcome – and God’s blessings to all as we undertake the work and ministry God has given us!

## Number of Ruling Elder Commissioners per Church

Based on 2014 year-end statistical reports to General Assembly

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“All congregations within the presbytery shall be entitled to one ruling elder commissioner.

Congregations with membership over 500 shall be represented as follows:

501-1000: 2 ruling elders

1501-2000: 4 ruling elders

1001-1500: 3 ruling elders

2001-2500: 5 ruling elders”

| Church                              | # Mbrs | # Commissioners | Church                      | # Mbrs       | # Commissioners |
|-------------------------------------|--------|-----------------|-----------------------------|--------------|-----------------|
| Blountstown                         | 10     | 1               | Panama City, Gulf Beach     | 79           | 1               |
| Chipley, First                      | 58     | 1               | Panama City, Parkway        | 173          | 1               |
| Crestview, First                    | 107    | 1               | Panama City, St. Andrews    | 35           | 1               |
| DeFuniak Springs, Bethel            | 6      | 1               | Pensacola, First            | 595          | 2               |
| DeFuniak Springs,<br>Euclaw Valley  | 52     | 1               | Pensacola, Northminster     | 109          | 1               |
| DeFuniak Springs, First             | 115    | 1               | Pensacola, Korean           | 65           | 1               |
| DeFuniak Springs,<br>Pleasant Grove | 3      | 1               | Pensacola, Trinity          | 713          | 2               |
| Destin, First                       | 56     | 1               | Pensacola, Westminster      | 16           | 1               |
| Freeport, Freeport                  | 73     | 1               | Port St. Joe, First         | 6            | 1               |
| Ft. Walton Beach, First             | 157    | 1               | Quincy, First               | 501          | 2               |
| Ft. Walton Beach-Korean,<br>First   | 65     | 1               | Red Bay, Red Bay            | 19           | 1               |
| Gretna, Gretna                      | 21     | 1               | Sawdust, Woodland           | 30           | 1               |
| Gulf Breeze, Gulf Breeze            | 318    | 1               | Shalimar                    | 26           | 1               |
| Havana, First                       | 75     | 1               | Sunny Hills, Sunny Hills    | 30           | 1               |
| Laurel Hill, Laurel Hill            | 9      | 1               | Tallahassee, Christ         | 294          | 1               |
| Lynn Haven, First                   | 90     | 1               | Tallahassee, Faith          | 963          | 2               |
| Marianna, First                     | 237    | 1               | Tallahassee, Fellowship     | 163          | 1               |
| Milton, First                       | 27     | 1               | Tallahassee, First          | 340          | 1               |
| Monticello, First                   | 40     | 1               | Tallahassee Korean          | No<br>report | 1               |
| Navarre, Navarre                    | 41     | 1               | Tallahassee, Lafayette      | 197          | 1               |
| Pace, Pace                          | 27     | 1               | Tallahassee, Trinity United | 41           | 1               |
| Panama City, Agape                  | 54     | 1               | Wewahitchka, First          | 17           | 1               |
| Panama City, Grace                  | 251    | 1               |                             |              |                 |

## *Parliamentary Motions Guide*

Based on *Robert's Rules of Order Newly Revised (10<sup>th</sup> Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

| <b>YOU WANT TO:</b>  | <b>YOU SAY:</b>   | <b>INTERRUPT?</b> | <b>2ND?</b> | <b>DEBATE?</b> | <b>AMEND?</b> | <b>VOTE?</b> |
|--|---|-------------------|-------------|----------------|---------------|--------------|
| §21 Close meeting  | I move to <b>adjourn</b>                                | No                | Yes         | No             | No            | Majority     |
| §20 Take break   | I move to <b>recess</b> for                             | No                | Yes         | No             | Yes           | Majority     |
| §19 Register complaint                                     | I rise to a <b>question of privilege</b>                | Yes               | No          | No             | No            | None         |
| §18 Make follow agenda                                     | I call for the <b>orders of the day</b>                 | Yes               | No          | No             | No            | None         |
| §17 Lay aside temporarily                                  | I move to <b>lay the question on the table</b>          | No                | Yes         | No             | No            | Majority     |
| §16 Close debate   | I move the <b>previous question</b>                     | No                | Yes         | No             | No            | 2/3          |
| §15 Limit or extend debate                                 | I move that debate be limited to ...                    | No                | Yes         | No             | Yes           | 2/3          |
| §14 Postpone to a certain time                             | I move to postpone the motion to ...                    | No                | Yes         | Yes            | Yes           | Majority     |
| §13 Refer to committee                                     | I move to refer the motion to ...                       | No                | Yes         | Yes            | Yes           | Majority     |
| §12 Modify wording of motion                               | I move to <b>amend</b> the motion by ...                | No                | Yes         | Yes            | Yes           | Majority     |
| §11 Kill main motion                                       | I move that the motion be <b>postponed indefinitely</b> | No                | Yes         | Yes            | No            | Majority     |
| §10 Bring business before assembly (a <b>main motion</b> ) | I move that [or "to"] ...                               | No                | Yes         | Yes            | Yes           | Majority     |

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## Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (10<sup>th</sup> Edition)*

**Incidental Motions** - no order of precedence. Arise incidentally and decided immediately.

| YOU WANT TO:                     | YOU SAY:                                      | INTERRUPT | 2 <sup>ND</sup> ? | DEBATE? | AMEND? | VOTE?    |
|----------------------------------|---|-----------|-------------------|---------|--------|----------|
| §23 Enforce rules                | Point of order                                | Yes       | No                | No      | No     | None     |
| §24 Submit matter to assembly    | I appeal from the decision of the chair       | Yes       | Yes               | Varies  | No     | Majority |
| §25 Suspend rules                | I move to suspend the rules which ...         | No        | Yes               | No      | No     | 2/3      |
| §26 Avoid main motion altogether | I object to the consideration of the question | Yes       | No                | No      | No     | 2/3      |
| §27 Divide motion                | I move to divide the question                 | No        | Yes               | No      | Yes    | Majority |
| §29 Demand rising vote           | I call for a division                         | Yes       | No                | No      | No     | None     |
| §33 Parliamentary law question   | Parliamentary inquiry                         | Yes       | No                | No      | No     | None     |
| §33 Request for information      | Point of information                          | Yes       | No                | No      | No     | None     |

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing else pending.

|                            |                                   |    |     |        |     |                       |
|----------------------------|-----------------------------------|----|-----|--------|-----|-----------------------|
| §34 Take matter from table | I move to take from the table ... | No | Yes | No     | No  | Majority              |
| §35 Cancel previous action | I move to rescind ...             | No | Yes | Yes    | Yes | 2/3<br>maj. w/ notice |
| §37 Reconsider motion      | I move to reconsider the vote ... | No | Yes | Varies | No  | Majority              |

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## Key to Presbytery of Florida Acronyms and Abbreviations

- BF&S**      **Budget, Finance & Stewardship Team (also BFS)**  
BF&S is responsible for budget and fiscal control, property management and promotion of responsible stewardship.
- CMST**      **Congregational Mission Support Team (formerly the Church Development and Evangelism and Compassion and Social Justice Committees)**  
CMST is responsible for but not limited to strengthening and supporting churches, planning opportunities for leadership development, leading the presbytery in transformation and revitalization opportunities, evangelism and developing ways for networking and connecting ministries, missions and resources among its churches.
- CP**      **Coordinating Presbyter (formerly the Executive Presbyter)**  
The Presbytery's CP/Head of Staff provides coordination, administration, and communication to promote the ministry and mission of the Presbytery of Florida.
- COM**      **Committee on Ministry**  
The COM is composed of ½ teaching elders and ½ ruling elders to guide the presbytery's teaching elders, commissioned ruling elders (CRE) and Christian Educators.(Book of Order G-3.0307)
- CPM**      **Committee on Preparation for Ministry**  
CPM provides care, guidance and oversight for inquirers and candidates who are preparing to become ministers. (Book of Order G-3.0307)
- CRE**      **Commissioned Ruling Elder (formerly Commissioned Lay Pastor)**  
A CRE is a ruling elder whom the presbytery has commissioned to limited pastoral service as assigned by the presbytery. (Book of Order G-2.1001)
- CRT**      **Commitment to Representation Team (formerly the Committee on Representation and Nominating Committee)**  
CRT is responsible for the nomination process for elected positions for the presbytery, giving due consideration to diversity, geographical, and theological positions consistent with the reformed tradition.
- DWA**      **Dogwood Acres**  
The DWA team is responsible for all matters relating to short- and long-term planning, management, development, operations and programs connected with Dogwood Acres in conjunction with the short- and long-term goals for the presbytery that are recommended by Presbytery Leadership Team and adopted by the presbytery.
- DPRT**      **Disaster Preparedness & Response Team**  
DP&R is responsible for all matters relating to the preparation, mitigation, response and recovery from a disaster (natural, human-caused, or other) within, but not limited to, the bounds of the presbytery; especially one that affects one or more congregations.



- HAE**            **Hunger Action Enabler**  
The HAE leads the presbytery and its churches in addressing needs and issues in the five areas of the Presbyterian Hunger Program (PHP): Lifestyle Integrity, Education and Interpretation, Public Policy, Development Assistance and Direct Food Relief.
- OGHS**           **One Great Hour of Sharing Offering**  
OGHS supports Presbyterian Disaster Assistance, the Presbyterian Hunger Program and Self Development of People and is received by most congregations on Easter Sunday, Passion/Palm Sunday or both, although some receive it throughout Lent.
- MIF**            **Ministry Information Form (formerly CIF óChurch Information Form)**  
Form available online via PC(USA)'s Church Leadership Connection System, whereby churches, presbyteries, synods, seminaries and other partner institutions may provide information about positions they seek to fill.
- PJC**            **Permanent Judicial Commission**  
The Presbytery's PJC is composed of equal numbers of teaching and ruling elders plus one of either and acts as a court of appeal from sessions and exercises original jurisdiction in disciplinary cases against minister members of the presbytery (Book of Order D-5.0000)
- PIF**            **Personal Information Form**  
Form available online via PC(USA)'s Church Leadership Connection System, whereby teaching elders who are seeking a call or not actively seeking but open to a call may provide information about their current, past and desired ministries.
- PLT**            **Presbytery Leadership Team (formerly the Presbytery Council)**  
The PLT is responsible for engaging in ongoing shaping and reshaping the life and mission of the presbytery by being responsive to the changing needs of the presbytery, the community and the world.
- RE**             **Ruling Elder**  
A RE is a member of a congregation chosen by the congregation to discern and measure its fidelity to the Word of God and to strengthen and nurture its faith and life. (Book of Order G-2.0301)
- SC**             **Stated Clerk of the Presbytery**  
The Stated Clerk, who must be a ruling elder or teaching elder, is elected for a definite term by the council to record the council's transactions, keep its rolls of membership and attendance, maintain any required registers, preserve its records and furnish extracts of them when required by another council of the church. (Book of Order G-3.0104)
- SDOP**          **Self Development of People Team**  
SDOP is responsible for the administration, interpretation, and implementation of the Self-Development of People Program of the Presbyterian Church (USA) within the Presbytery, in accordance with the mandate and criteria set forth by the 181st General Assembly.
- TE**             **Teaching Elder**  
A TE, also called a minister of the Word and Sacrament, is committed to teaching the faith and equipping the saints for the work of ministry in a variety of ministries, as authorized by the presbytery; those called to a particular congregation are called "pastors". (Book of Order G-2.0501)

# Presbytery of Florida Organization

