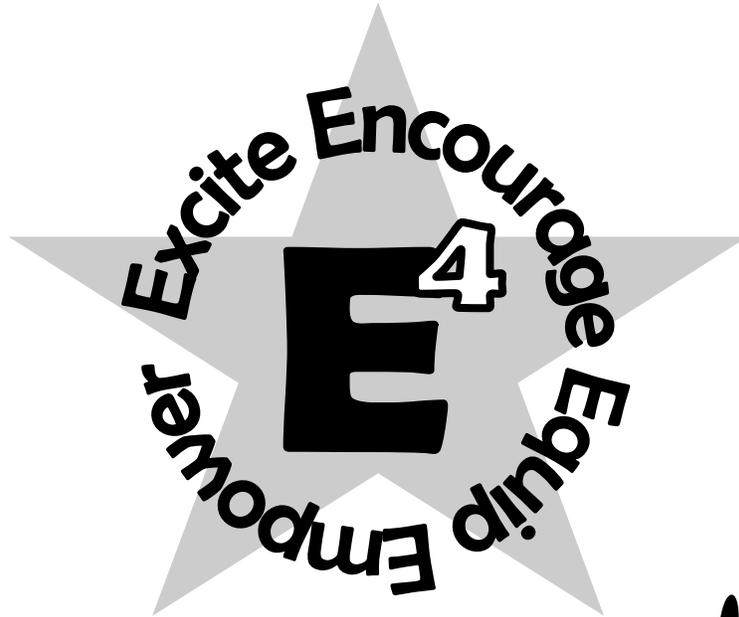


**Reports to the  
Presbytery of Florida  
Special Called Meeting**

**June 26, 2012 – 11 a.m. (CDT)**



# **Presbytery of Florida**

First Presbyterian Church, Chipley  
658 5<sup>th</sup> Street  
Chipley, Florida 32428

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**DOCKET OF THE PRESBYTERY OF FLORIDA**

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**Called Meeting**  
**June 26, 2012 • 11:00 a.m. CDT/11 a.m. EDT**  
**First Presbyterian Church**  
**Chipley Florida**

*The Presbytery of Florida is called to serve God using our gifts and skills to*  
***Excite, Encourage, Equip and Empower*** *our congregations and clergy*  
*in mission and ministry.*

10:30 – 11:00 **Registration**

11:00 Called Meeting Convenes/Opening Prayer

- Declaration of a Quorum ..... Jean Norman
- Introductions..... Jean Norman  
    First time elders, ministers, and corresponding members
- Announcements ..... Stephen Yates
- 11:10 – Report of Committee on Ministry ..... Mark Broadhead

Adjournment and Closing Prayer

Next Meeting: September 11, 2012  
First Presbyterian Church, Quincy  
9 a. m. CDT/10 a.m. EDT



P. O. Box 7  
CHIPLEY, FL 32428  
(850) 638-2322  
FAX: (850) 638-2373  
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# PRESBYTERY OF FLORIDA

...to Excite, Encourage, Equip and Empower...

[www.presbyteryofflorida.com](http://www.presbyteryofflorida.com)

June 12, 2012

## NOTICE OF CALLED MEETING OF THE PRESBYTERY OF FLORIDA

Tuesday, June 26, 2012  
11 a.m. (Central Daylight Time)  
First Presbyterian Church, Chipley, Florida

The Constitutional provisions having been met, Stated Clerk Stephen Yates and Moderator Jean Norman have issued a call for a special meeting of the Presbytery of Florida to be held at the request of the Committee on Ministry at First Presbyterian Church, Chipley, Florida at 11 a.m. (Central Daylight Time) on Tuesday, June 26, 2012, for the following purposes:

To receive and act upon recommendations by the Committee on Ministry that an administrative commission consisting of five members be elected to address concerns regarding the Shalimar Presbyterian Church, with the following authority:

- 1 – to determine the effectiveness and leadership skills of the session;
- 2 – to review all financial matters relative to the congregation; and
- 3 – to determine the level of conflict and distrust within the session and the congregation;

And with the following power:

- 1 – to dissolve the session, if necessary;
- 2 – to assume original jurisdiction;

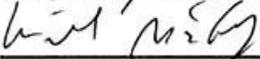
A docket and report from the Committee on Ministry are attached for your review. A commissioner registration form has also been attached where appropriate.

  
Mark Broadhead, Teaching Elder, First Presbyterian Church, Crestview/Laurel Hill

  
Jim Green, Ruling Elder, Trinity Presbyterian Church, Pensacola

  
Ruth Mashewske, Pastor, Gretna and Woodland Presbyterian Churches

  
Larry Plank, Commissioned Ruling Elder, Pace Presbyterian Church

  
Will McCorkle, Ruling Elder, Gulf Breeze Presbyterian Church

1                                   **Request by the Committee on Ministry**  
2                                   **for an Administrative Commission to**  
3                                   **Assist and Aid the Shalimar Presbyterian Church**

4   **Motion:** The Committee on Ministry requests that an Administrative Commission be elected to assist  
5 the Shalimar Presbyterian Church with the items listed below, and that the Administrative Commission  
6 be empowered with the full authority of the Presbytery, including assuming original jurisdiction if  
7 deemed necessary to aid and safeguard the congregation. (Proposed names will be presented at the  
8 meeting.)

9   **Rationale:** At its stated meeting on June 12, 2012, the Committee on Ministry, received word that Rev.  
10 Richard Horst will not be renewing his contract as Stated Supply with the Shalimar church. His contract  
11 expires at the end of June. Reports from Rev. Horst and the Session's appointed moderator, Rev. Sharon  
12 Schuler (member of the Committee on Ministry and Interim Pastor at First, Ft. Walton Beach), have led  
13 the Committee on Ministry to believe now would be an appropriate time for the Presbytery to walk  
14 alongside the Session and congregation of the Shalimar church during this latest transition in the life of  
15 the church.

16 Rev. Horst has worked with the congregation to accomplish the items listed below, but because his  
17 contract is ending and he will not be renewing it, COM believes the best source of assistance would be  
18 an Administrative Commission. There remains some concern that they need firm guidance while trying  
19 to deal with some of the deep issues that still plague the church. Through the guidance of this  
20 Administrative Commission, it is our hope and prayer that the Shalimar congregation may come to a  
21 place of health and peace, and be ready to move forward as a united church family.

22 Some specific items that need firm guidance and assistance are:

- 23       • Ensure the church buildings are secure from those who have left the fellowship or employment  
24       of the church and should no longer have unattended access.
- 25       • Ensure former members or employees of the church no longer have access to the church's  
26       computer system, email, online accounts, etc. and that access is limited to only those authorized  
27       to have access.
- 28       • Ensure only appropriately authorized persons have access to the church's checkbooks, credit  
29       cards, or any other financial instruments.
- 30       • Ensure that a thorough audit of the books by a person or agency not affiliated with the church be  
31       conducted.
- 32       • Ensure only authorized persons have access to the church post office mail box.
- 33       • Ensure that background checks (including driving records, financial records, and court records),  
34       are performed prior to engaging any person (volunteer or paid) who will work with children  
35       and/or youth on behalf of the congregation.
- 36       • Ensure that the issue of persons currently residing in the church manse rent-free are properly  
37       addressed to assure the manse is vacated within a specified timeframe.

38 The reason for requesting the Administrative Commission to be empowered to be able to assume  
39 original jurisdiction if necessary, is in case the Session finds itself unable, reluctant, or unwilling to  
40 implement actions that are deemed necessary to safeguard the life and ministry of the congregation.

41 Respectfully submitted,  
42 Mark Broadhead Chair, Committee on Ministry