

**OUR PURPOSE**

*The Presbytery of Geneva lives to support and equip congregations and leaders to be Christ in the Finger Lakes and the world.*

**OUR VISION**

*Radiating the light of Christ, the Presbytery of Geneva thrives as a community of servants, lifting up every congregation and leader in ministering together.*

**MINUTES**

The Presbytery of Geneva held a duly-called Special Meeting on Tuesday October 23, 2018 at Memorial Presbyterian Church, Bellona, New York.

**GATHERING FOR SHARED WORK**

**Call to Order and Opening Worship**

The Rev. Katherine Griffis, Moderator, called the meeting to order, a quorum being present. She read the purpose for the Special Meeting:

**The purpose of this meeting is to take action on the recommendation of the General Council that the Proposed Strategy and Structure for the Presbytery of Geneva be approved, and to take any other actions related to the Strategy and Structure.**

The Moderator offered the opening prayer

The Moderator led the presbytery in a brief opening worship..

**ROLL**

**ACTIVE MINISTERS SERVING CHURCHES (P = Present; Ex = Excused; A = Absent)**

Name	October 23
Austin, Amy Loving – Bellona Memorial / Seneca, Seneca #9	P
Bhasker, Stanley – Bath, Bath	Ex
Crimmins, Betsey – Elmira, First	Ex
Delhagen, Kyle – Palmyra, Western (RCA, Formula of Agreement)	P
Donnan, Ellen – Dundee, First / Junius, Junius	P
Griffis, Katherine – Hornell, United	P
Grohman, Deb – Ontario, Ontario	P
Heimberger, Gail – Sodus, First United	A
Incze, Bruce Imre – Arkport	P
Kennedy, Glen – Painted Post, United (Stated Supply)	P
Lester, Donald – Howard, Union*	A
Lind-Schmitz, Deborah – Geneva, The Presbyterian Church of Geneva	P
Lostetter, Robin – Naples, Trinity Federated	Ex
McDonald, John – Ithaca, First	Ex
Malles, Paul – Penn Yan, First	P
Marr, Peter – Addison, Addison (Stated Supply)*	A
Mellgard, Rob – Ovid Federated	P
Mergener, Christopher – Newark, Park	P
Milne, Cara – Watkins Glen	A
Ntuala, Leah – Seneca Falls, First	P
O’Leary, Lucinda – Rock Stream (Stated Supply)*	A
Peeples, Cheryl – Trumansburg, First Ulysses	P
Preisendanz, David – Elmira, North	P
Riehl, Kirianne Weaver – Ithaca, First	P
Slater, Sabrina – Spencer, Christ the King Fellowship Presbyterian Church	P
Tierson, A.J. – Phelps / United Shortsville, Shortsville (Stated Supply)	P
Ugoretz, Jeffrey – Coming, First	A
Winters, Jane – Elmira, Westminster (Temp. Supply)	P

**PRESBYTERY OF GENEVA**  
**October 23, 2018**

**SPECIAL MEETING**  
**Memorial Presbyterian Church, Bellona, NY**

<b>TOTAL PRESENT</b>	<b>18</b>
<b>TOTAL EXCUSED</b>	<b>4</b>
<b>TOTAL ABSENT</b>	<b>6</b>

**MINISTERS IN VALIDATED MINISTRIES / MINISTERS AT-LARGE**

(V = Validated ~ AL = At-large)

<b>Name</b>	<b>October 23</b>
Ashby, David (V) – <i>Interim Pastor, United Church, Canandaigua, NY</i>	P
Campbell, Anne (AL)	A
Delhagen, Harold (V) – <i>Synod Executive, Synod of the Northeast</i>	A
Duncan, Russell (V) – <i>United Church of Salem, Salem, VT (UCC)</i>	Ex
Fitzgerald, Janice (V) – <i>Robinson Memorial PC, Syracuse, NY</i>	P
Frank, Aaron (AL)	A
Haines, Todd (AL)	A
Huling Hummell, Cynthia (AL)	A
McCollister, Dan (AL)	A
Wareham, J. Christy (AL)	Ex
Warrington, Karl (AL)	A
Weaver, Cindy (AL)	P
<b>TOTAL PRESENT</b>	<b>3</b>
<b>TOTAL EXCUSED</b>	<b>2</b>
<b>TOTAL ABSENT</b>	<b>7</b>

**HONORABLY RETIRED MINISTERS** (If serving a church, service is noted in parentheses)  
 (Honorably Retired Ministers, if not present, are automatically marked as “excused.”)

<b>Name</b>	<b>October 23</b>
Barnard, David	Ex
Bartel, Joanne	Ex
Bidelspacher, Nancy Torpey	Ex
Coffman, Fred	Ex
Courtney, Philip	P
Creelman, Gilmore	Ex
Crego, Peter	Ex
Edwards, Sam	Ex
Elder, John	Ex
Farrell, Nancy	Ex
Flaherty, Scott	Ex
Gerling, Jim	P
Gould, John	Ex
Hicks, James	Ex
Hood, Kenneth	Ex
Husted, Susan	Ex
Johnson, Timothy	P
Karr-Lyon, Beverly	Ex
Kellam, Jeffrey	Ex
Kerr, Jim	Ex
Kilgore, David	P
Knight, Jonathan	Ex
Magley, Fred	Ex
Meiser, Jr., Edward	Ex
Montgomery, Tom	Ex
Murray, Virginia	Ex
Newman, James	Ex
Otterbacher, Suzanne	Ex
Price, Richard	Ex
Rochelle, Robert	Ex
Teller, Gailey	Ex
Tennies, Herb	Ex

**PRESBYTERY OF GENEVA**  
**October 23, 2018**

**SPECIAL MEETING**  
**Memorial Presbyterian Church, Bellona, NY**

Tyrrell, Jamie ( <i>Presbytery Treasurer</i> )	Ex
Valk, John	Ex
Wilson, Carol	Ex
<b>TOTAL PRESENT</b>	<b>4</b>

**CORRESPONDING MEMBERS WITH VOICE AND VOTE** (Ministers of another Denomination or another Presbytery who are serving Presbyterian Churches in the Presbytery of Geneva)

Name	
Badger Becker, Elder Linda -- <i>Transitional Leader (Pby of Genesee Valley)</i>	P
Elford, the Rev. Cheryl Ann -- <i>Horseheads (Pby of Susquehanna Valley)</i>	A
Frigard, the Rev. Beth -- <i>Big Flats (Formula of Agreement – UCC)</i>	A
Schwartz, the Rev. Barbara -- <i>Hector &amp; Lodi (Pby of Susquehanna Valley)</i>	A
Stuber, the Rev. Walter -- <i>Wolcott (Pby of Genesee Valley)</i>	A
<b>TOTAL PRESENT</b>	<b>1</b>
<b>TOTAL EXCUSED</b>	<b>0</b>
<b>TOTAL ABSENT</b>	<b>4</b>

**CORRESPONDING MEMBERS** (Ministers of another denomination or another presbytery who serve the Presbytery of Geneva in roles other than pastor of a particular church. **VOICE, NOT VOTE**)

Name	October 23
Michelle Serra, serving as Temporary Supply at First, Canisteo	P
The Rev. Val Fowler, Stated Clerk ( <i>Presbytery of Genesee Valley</i> )	P
<b>TOTAL PRESENT</b>	<b>2</b>
<b>TOTAL EXCUSED</b>	

**COMMISSIONERS FROM CHURCHES**

Church Name	October 23
Addison, Addison	A
Andover, First	A
Arkport, First	Lance Schroeder
Atlanta, Atlanta	A
Bath, First	Barb Scudder
Benton, Bellona	Jane Hansen
Big Flats, First	A
Burdett, Burdett	A
Canandaigua, United	Ken Allen
Canisteo, Canisteo	A
Cohocton, First	A
Corning, First	A
Elmira, First	Rehana Stanley
Elmira, Lake Street	A
Elmira, North	Jeff Richards
Elmira, Westminster	A
Fayette, W. Fayette	A
Geneva (1)	Ellen Reynolds
Geneva (2)	Gary Harmon
Hammondsport, First	A
Hector, First	A
Hornell, United	Lisa Sanford
Horseheads, First	Bob Sell
Howard, Howard Union	A
Huron, Huron	Lois Wafler
Ithaca, First	Gail Farnham
Jasper, Jasper	A
Junius, Junius	Kristi Ward
Lodi, Lodi	A

**PRESBYTERY OF GENEVA**  
**October 23, 2018**

**SPECIAL MEETING**  
**Memorial Presbyterian Church, Bellona, NY**

Lyons, First	A
Marion, United	A
Moreland, Moreland	A
Naples, Trinity Fed.	A
Newark, Park	A
Oaks Corners	A
Ontario, First	A
Ovid Federated	Judith Mellgard
Painted Post, United	A
Palmyra, East Palmyra	A
Palmyra, Western	Phil Opdyke
Penn Yan, First	Rob Anderson
Phelps, United	A
Prattsburg, First	A
Pulteney, First	A
Red Creek	A
Rock Stream	Priscilla Andrews
Seneca Falls, First	A
Seneca, Seneca #9	A
Shortsville, First	Alicia Alvarez
Sodus, First United	Jim Hopkins
Spencer, Christ the King Fellowship	Kermit Bossard
Trumansburg, First of Ulysses	Barbara Melvin
Waterloo, First	A
Watkins Glen, First	A
Weston, Weston	A
Wolcott	Carol Merrell
<b>TOTAL PRESENT</b>	<b>22</b>
<b>TOTAL EXCUSED</b>	<b>0</b>
<b>TOTAL ABSENT</b>	<b>34</b>

**ADDITIONAL ELDER COMMISSIONERS**

(Appointed by presbytery to correct elder-clergy imbalance)

Name	Church	Relationship	October 23
Baker, Phoebe		Nominating	A
Bailey, Tom	Spencer	Budget & Finance	Ex
Beals, Steven	West Fayette	CRE / Personnel	P
Braun, Joann	Naples, Fed	Past Moderator	P
Champlin, Virginia	Geneva	SNE Min. & Mission	P
Colvin, Donna	Pulteney	Synod Commissioner	P
Evans, Richard	Burdett	CRE	A
Frost, Carleen	Oaks Corners	CRE	A
Frost, Susan	Weston	CRE	P
Gingerich, John	Wolcott	CRE / Council Chair	P
Richmond, Lucille	Red Creek	CRE	A
Werts, Linda		P.W. President	Ex
<b>TOTAL PRESENT</b>			<b>6</b>
<b>TOTAL EXCUSED</b>			<b>2</b>
<b>TOTAL ABSENT</b>			<b>4</b>

**REGISTERED Guests (current meeting)**

Includes CREs not serving churches

Marge Aud	Geneva Presbyterian

SUMMARIES FOR EACH MEETING	October 23
Total Minister Commissioners Present*	25
Total Elder Commissioners Present	28
Parity (expressed in terms of Elders, + or -)	+3
Total Minister Commissioners Absent, Unexcused**	13
Total Churches Unrepresented by Elders***	34
Total Churches Unrepresented by Elders and Pastors	25
Total Registered Visitors	1
Total Registered Attendance****	57

\* Includes Corresponding Members with voice and vote. Does not include Corresponding Members, with voice, not vote. Includes Validated, At-large, and Honorably Retired  
 \*\* Does not include Corresponding Members with voice only; and Honorably Retired Ministers  
 \*\*\* Includes churches marked "excused"; does **not** include Additional Elder Commissioners, as they are not elected by sessions.  
 \*\*\*\* Includes Corresponding Members without vote

**Opening Business: "The Presbytery of Geneva lives...." Part 1**

**APPROVAL OF DOCKET**

The presbytery VOTED to approve the docket for the meeting:

9:30 a.m. **Shared Work** (follow the music to the sanctuary)  
 Call to Order & Opening Worship

Report from Council: Proposed Strategy and Structure

Group Discussions

Reports from Group Discussions

**Action Item: Motion from Council to approve the proposed strategy.**

**Action Item: Motion from Council to approves the proposed structure.**

**Action Item: Motion from council to extend the current membership of all committees of the presbytery through February 28, 2019**

1150 a.m. Resolution of Thanks to the Host Church  
**Closing Worship**

12:00 noon **Benediction and Adjournment**

**REPORT FROM Council: Proposed Strategy and Structure**

See:

- Appendix A**, Cover Letter, *Developing a Strategy and Structure for the Presbytery of Geneva.*
- Appendix B**, *Proposed Strategy for Fulfilling the Mission and Vision of the Presbytery*
- Appendix C**, *PROPOSED Organizational Structure for the Presbytery of Geneva.*

John Gingerich, Chair, presented the report, briefly sharing the process the General Council followed over the past 18 months. The work which produced the Mission Statement, the Vision Statement, and---now---the proposed Strategy and the proposed Structure has been the work of the General Council.

The Transitional Leader, Linda Badger Becker, laid the foundation of the presbytery's work for this meeting. She led the presbytery in reviewing the Purpose of the Presbytery of Geneva, and the Vision of the presbytery.

The presbytery reviewed the major components of the proposed Strategy, section-by-section.

Linda shared that the previous evening she received a call from an anonymous donor who has committed to making a \$250,000 gift to the Presbytery of Geneva for Camp Whitman, IF THE PRESBYTERY MATCHES IT. [NOTE: The General Council recently approved embarking on a capital campaign for improvements at Camp Whitman, totaling \$250,000.]

The presbytery reviewed a comparison between the current structure of the Presbytery of Geneva and the proposed Structure. The proposed structure seeks to provide a better balance between administrative responsibilities and mission/program responsibilities.

What's new in the proposed Structure?

- A right-sized General Council
- One Synod representative on the General Council
- One General Assembly commissioner on the General Council
- Committees of the presbytery will name the Chair of their committee
- The Chair of General Council will be the immediate past Moderator of the presbytery
- The Trustees function will be moved from the General Council to a Committee on Operations
- The Committee on Operations will include:
  - Finance and Trustees
  - Personnel and Office oversight
- The Committee on Ministry:
  - Focus on Ordered Ministry functions: Ministers, Commissioned Ruling Elders, Certified Christian Educators, and Preparation for Ministry
  - Pastoral care functions will be lodged elsewhere
  - Congregation development will be lodged elsewhere: a Committee on Vitality
  - Conflict management will be moved to a Committee on Vitality
- Four Program and Mission Committees:
  - Committee on Vitality
  - Committee on Leader Care
  - Mission & Witness
  - Camp Whitman Committee (and the configuration of this Committee will be different)
- Committee on Representation
  - Presbytery Nominating Committee functions
  - NOTE: the current General Council is well-representative of the presbytery (small churches/large churches; rural churches/urban churches; churches from the four areas of the presbytery; parity of ministers and elders)

## **GROUP DISCUSSIONS**

The presbytery was divided into small groups, by colored cards distributed at registration. Each group included at least one member of the General Council.

The purpose of the small groups:

To converse about the proposed Strategy and the proposed Structure, recording:

- Things to celebrate
- Concerns and suggestions
- Questions to be asked later in the meeting.

## **REPORTS FROM GROUP DISCUSSIONS**

Each small group prepared newsprint summaries of the three segments of the conversation. A member of each group reported their celebrations, concerns, and questions.

## **ACTION ITEM: Motion of Council to approve the proposed Strategy**

The Moderator placed the first motion from the General Council, which needed no second, as it came from a group: That the presbytery:

**Approve** the proposed Strategy for the Presbytery of Geneva.

Opportunity was given for questions and comments, which included:

- Who or what will determine that a ministry is “vital?”
- What support is envisioned for ministers who are not serving a particular church (e.g. chaplains, those who work for helping agencies, those involved in ministries that are not congregation-based)?
- How do we define “mission?”
- The proposed Strategy does not specifically include the recruiting and training of future and new leaders.

The following motion was made and seconded:

Add to Item II the words “recruit and train” and the words “current and future,” so that the line will read, “We will *recruit and train*, support and equip *current and future* leaders, as they seek to serve Christ. . . .”

A Substitute Motion was moved and seconded:

Amend Item F in Section II so that it will read: “Provide a variety of learning opportunities that will *recruit*, train, and inspire *current and future* leaders for their various leadership roles, *including pastors, CREs, and other leaders*:

At the invitation of the Moderator, the stated clerk explained the process for dealing with a Substitute Motion:

1. **Perfect** the Substitute Motion (with no debate on the merits of the motion). The presbytery will determine by vote that the Substitute Motion is perfected.
2. **Perfect** the Main Motion. The presbytery will determine by vote that the Main Motion is perfected.
3. Moderator will place the following question before the presbytery: *Shall the Substitute Motion become the Main Motion?* The merits of the question may be debated, including the relative merits of both motions. However, no further amendments may be made to either the Substitute or the Main Motion, as they have been deemed, by vote, to be perfected. At the conclusion of debate:
  - a. Those who support the Substitute Motion would vote, “Yes.”
  - b. Those who support the Main Motion would vote, “No.”
4. When debate ends, the presbytery will vote on the question placed previously by the Moderator.
  - a. If the presbytery votes, “Yes” (by majority vote), the original Main Motion disappears and the Substitute Motion becomes the Main Motion.
  - b. If the presbytery votes, “No” (by majority vote), the Substitute Motion disappears, and the Main Motion remains the Main Motion.
5. Whichever motion prevails may be debated, followed by a majority vote on that motion.

The presbytery focused on perfecting the Substitute Motion.

An amendment to the Substitute Motion was proposed and seconded:

To eliminate the final clause of the Substitute motion: “including pastors, CREs, and other leaders.”  
The presbytery VOTED to approve the amendment to the Substitute Motion.

An amendment to the Substitute Motion was proposed and seconded:

To begin Item F with the words, “Recruit leaders and” and remove the subsequent word “recruit,” so that Item F would read:

*Recruit leaders and* provide a variety of learning opportunities that will train and inspire current and future leaders for their various leadership roles.

The presbytery VOTED to approve the amendment.

A motion was made and seconded to close debate on the amended motion and the presbytery VOTED to close debate.

The presbytery VOTED to declare the Substitute Motion perfected.

The presbytery VOTED to declare the original motion perfected.

The moderator proposed the question, “Shall the Substitute Motion become the Main Motion?” After brief discussion, the presbytery VOTED, “Yes.”

The new Main Motion was placed before the presbytery, and the presbytery VOTED to approve the proposed Strategy for the Presbytery of Geneva. The Moderator declared, “We have a new Strategy.” [Applause]

**ACTION ITEM: Motion from Council to approve the proposed Structure**

The Moderator placed the second motion from the General Council, which needed no second, as it came from a group: That the presbytery:

**Approve** the proposed Structure for the Presbytery of Geneva.

During discussion of the motion, the Moderator noted that the presbytery was nearing the hour for adjournment of the meeting. Upon motion and second, the presbytery VOTED to extend the docket by 30 minutes.

The following motion was made and seconded:

**Refer** the proposed Structure back to the General Council for further consideration and a report to the presbytery, responding to the concerns shared in the small groups.

A Substitute Motion was made and seconded:

That one year after approval of the proposed Structure, the General Council will review the structure and make recommendations to the May 2020 stated meeting of the Presbytery of Geneva.

The presbytery VOTED to declare both the Main Motion and the Substitute Motion to be perfected.

The Moderator placed the question, "Shall the Substitute Motion become the main motion?"

After discussion, and upon motion, second, and approval to close debate, the presbytery VOTED, "Yes."

During discussion of the new Main Motion, the following motion was made and seconded:

Under Committee on Vitality, amend the first bullet under Leadership Development to read the same as the previously amended Item F, Section II of the Strategy for the Presbytery of Geneva, so that the first bullet will read:

*Recruit leaders and provide a variety of learning opportunities that will train and inspire current and future leaders for their various leadership roles.*

The presbytery VOTED to approve the amendment.

The Moderator led the presbytery in prayer.

The presbytery VOTED to approve the proposed Structure for the Presbytery of Geneva, as amended.

The presbytery VOTED to extend the docket for an additional 10 minutes, in order to act on the final motion from the General Council and to engage in worship.

**ACTION ITEM: Motion from Council to extend the current membership of all committees of the presbytery through February 28, 2018**

The Moderator placed the final motion from the General Council, which needed no second, as it came from a group: That the presbytery:

**Approve** extending the terms of the current membership of all committees of the presbytery through February 28, 2019.

The presbytery VOTED to approve the motion.

**RESOLUTION OF THANKS TO THE HOST CHURCH**

The Moderator led the presbytery in offering thanks to the members and friends of Memorial Presbyterian Church, Bellona, NY for providing wonderful hospitality, refreshments, **and** an extra 40 minutes for the presbytery meeting.

**CLOSING WORSHIP**

The presbytery engaged in a brief closing worship service, which opened with the song "This is the Day (This is the Day). The presbytery joined in a litany of thanksgiving and promise, followed by the Lord's Prayer and the hymn, "God, You Spin the Whirling Planets."



**BENEDICTION AND ADJOURNMENT**

Host pastor the Rev. Amy Loving Austin offered the benediction.

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Attest: Val Fowler, Stated Clerk

**ATTACHMENTS**

ATTACHMENT A: Cover Letter, *Developing a Strategy and Structure for the presbytery of Geneva*

ATTACHMENT B: *Proposed Strategy for Fulfilling the Mission and Vision of the Presbytery*

**NOTE: *The attachments will include the results of the substitutes and amendments that were approved, employing strike-through of words which were removed and italics for words and phrases that were added.***

*[The remainder of this page is intentionally left blank.]*

**ATTACHMENT A**

**Developing a Strategy and Structure for the Presbytery of Geneva**

*Give careful thought to the paths for your feet and be steadfast in all your ways. Proverbs 4: 26*

*Book of Order G-3.0106 Administration of Mission*

*Mission determines the forms and structures needed for the church to do its work. Administration is the process by which a council implements its decisions. Administration enables the church to give effective witness in the world to God's new creation in Jesus Christ and strengthens the church's witness to the mission of the triune God.*

General Council leaders have been engaged in an intentional process of strategic planning for over a year. This has been a significant leadership commitment. The fruit of their work flows from prayerful discernment of God's calling for the Presbytery. Two important steps have already been taken by the Presbytery in response to God's call.

On November 18, 2017 the Presbytery approved the purpose statement:

**The Presbytery of Geneva lives to support and equip congregations and leaders  
to be Christ in the Finger Lakes and the world.**

On March 20, 2018, the Presbytery approved a vision statement of a hopeful future:

**Radiating the light of Christ, the Presbytery of Geneva thrives as a community of servants,  
lifting up every congregation and leader in ministering together.**

These two statements provide the foundation for the next steps of approving the strategy and the structure.

A strategy sets realistic goals and determines the actions needed to achieve the purpose and realize the vision. The proposed strategy for the Presbytery of Geneva seeks to articulate the intentional, reasonable, and achievable plans for this Presbytery given current circumstances and resources. The focus of this strategy is service to congregations and leaders.

The building blocks of structure are found in the strategy. Changes in strategy require changes in structure. The proposed structure for the Presbytery of Geneva seeks to balance the necessary operational and governance work of the Presbytery with program and mission efforts that will support, equip, and inspire congregations and leaders to be Christ in the Finger Lakes and the world.

The General Council is recommending the approval of the proposed strategy and structure at the Special Meeting of the Presbytery of Geneva on October 23, 2019 at the Memorial Church of Bellona. Clergy and elder delegates are requested to give prayerful attention to the attached report in order to be prepared to take action at this meeting.

**ATTACHMENT B**

**Proposed Strategy for Fulfilling the Mission and Vision of the Presbytery**

*The Presbytery of Geneva lives to support and equip congregations and leaders*

*To be Christ in the Finger Lakes and the world.*

*Radiating the Light of Christ, the Presbytery of Geneva, thrives as a community of servants, lifting up every congregation and leader in ministering together.*

- I. **We will support and equip each congregation as they seek to engage in vital ministries.**
  - A. Connect with every congregation to recognize and celebrate congregational ministries and good practices, as a ministry of presence and to build trusting relationships.
  - B. Promote partnership and prevent isolation by facilitating and supporting connections among congregations.
  - C. Work with and develop tools for congregational leadership in discerning their unique purpose and pursuing options for congregational health and vitality.
  - D. Develop helpful tools for assisting congregations in understanding and addressing congregational life cycles including the possibility of closure with dignity.
  
- II. **We will support and equip leaders as they seek to serve Christ through the ministries of the Church.**
  - A. Facilitate and promote the formation of colleague groups, affinity groups, and gatherings that assist the development of supportive relationships.
  - B. Encourage spiritual direction, coaching, and continuing education.
  - C. Provide and/or promote spiritual retreat opportunities.
  - D. Promote the PC (U.S.A.) Board of Pensions preventive care, member assistance programs, pre-retirement and fiscal responsibility workshops.
  - E. Improve use of electronic meetings for Presbytery committees in consideration of geography and to encourage participation in the ministry of the wider church.
  - F. *Recruit and provide* a variety of learning opportunities that will train and inspire *current and future* leaders for their various leadership roles.
  - G. Develop and promote the use of a resource connection network to provide information, tools, and expertise.
  - H. Use the gifts of leaders within the Presbytery to provide expertise, training, and guidance on a variety of skills and practices.
  - I. Promote PC (U.S.A.), Synod of the Northeast, and neighboring presbytery leadership training events.
  
- III. **We will support the mission efforts of congregations and leaders as they seek to be Christ in the Finger Lakes and the world.**
  - A. Recognize, support, and encourage the engagement of congregational leaders in local and global justice and peacemaking ministries.
  - B. Develop, review, and maintain the mission grants process that supports mission partnerships.
  - C. Interpret and promote PC (U.S.A) mission opportunities and partnerships.
  - D. Provide presbytery-wide mission opportunities that enable leaders to serve together locally and globally.
  - E. Continue in the intentional improvement and discernment process to determine the future of Camp Whitman and how it supports the Presbytery's purpose.

**ATTACHMENT C**

**PROPOSED Organizational Structure of the Presbytery of Geneva**

The structure of the presbytery expresses and enables the fulfillment of our Purpose:

**The Presbytery of Geneva lives to support and equip  
congregations and leaders  
to be Christ in the Finger Lakes and the world**

Structure helps us realize the Vision of a positive future together:

**Radiating the light of Christ, the Presbytery of Geneva thrives as a community of servants, lifting up every congregation and leader in ministering together.**

**Operational Principles of the Structure:**

Just as Strategy is in service to Purpose and Vision, so Structure is always in service to the Strategy. Changes in strategy demand changes in structure. The proposed structure for the Presbytery of Geneva intentionally makes use of small committees of elected leaders with the expectation that they will inspire, recruit, and empower other leaders to manifest servant leadership by taking on short-term assignments for mission-focused purposes, remembering that we are in this together. Communication and coordination will be key to the success of this approach. Committees will organize themselves as necessary, within the principles of Presbyterian polity, to accomplish the responsibilities designated to them.

**Officers:** The Officers of Presbytery shall be:

**Moderator:** The Moderator shall perform the duties of the office as set forth in the Constitution of the Presbyterian Church (U.S.A.), and in consultation with the General Council, prepare the docket for meetings of the Presbytery. The Moderator ordinarily will become the Chair of the General Council as Past-Moderator when the moderatorial year has concluded.

**Vice-Moderator:** The Vice-Moderator shall perform duties of the office as assigned by the Moderator. The Vice-Moderator ordinarily will become the Moderator in the following year.

**Chair of General Council (Past-Moderator):** The Chair of Council shall moderate the meetings of the General Council. The Past-Moderator ordinarily shall serve as the chair of the General Council. In the absence of the chair, the current Presbytery Moderator will moderate the General Council meeting.

**Stated Clerk:** The Stated Clerk shall perform the duties of the office as set forth in the Constitution of the Presbyterian Church (U.S.A.). The Stated Clerk shall be elected every three years. The Stated Clerk is the secretary for the General Council and serves *ex officio without vote*.

**Treasurer:** The Treasurer is an officer of the Presbytery and the Board of Trustees. The Treasurer shall insure that standard financial practices are followed by the presbytery and that financial books and records are adequate to reflect all financial transactions. The Treasurer will provide regular reports through the Committee on Operations to the General Council regarding financial activities. The Treasurer is welcome, but not required, to attend General Council meetings and will be granted voice without vote. The Treasurer is elected annually and may serve a maximum of six years.

**General Council:**

**Purpose:** Organize the life of the Presbytery, holding the Presbytery accountable to God's call to mission by coordinating the implementation of the Presbytery's purpose, vision, strategy, and structure.

**Membership: 14 members** The General Council shall be composed of the following:

The Chairperson (Past-Moderator)

The Moderator

The Vice-Moderator

One Synod Commissioner

One General Assembly Commissioner

The Chairperson or designee of the Committee on Operations

The Chairperson or designee of Committee on Ministry

The Chairperson or designee of the Committee on Vitality

The Chairperson or designee of the Committee on Leader Care

The Chairperson or designee of the Committee on Mission and Witness

The Chairperson or designee of the Camp Whitman Committee

Representative of Presbyterian Women

Two at large members (1 Ruling Elder, 1 Teaching Elder)

The Stated Clerk (*ex officio without vote*)

The Presbytery Leader (*ex officio without vote*)

*Those elected to serve on the General Council may serve for a maximum of four years regardless of which committee they represent.*

**Responsibilities:**

Vision

- Be open to and provide for God's plan and vision for the Presbyterian of Geneva as part of the Body of Christ, through prayerfully implementing and generating strategies and policies for the future and recommending them to the presbytery.

Coordination

- Monitor and evaluate the work of committees, ensuring accountability and implementation of the strategy and vision.
- Recommend to Presbytery the annual operating budget in consultation with the Committee on Operations.
- Approve employee position descriptions as recommended by the Committee on Operations.
- Recommend nominees for membership on the Committee on Representation to the Presbytery for approval.
- Review funding for mission grants recommended by the Committee on Mission and Witness and recommend to the Presbytery.
- Function as a clearing house for concerns and opportunities by referring them to appropriate committees when possible.
- Support the connectional relationship between Presbytery/Synod/General Assembly and promote positive ecumenical relationships.

- Promote the use of electronic meetings for Presbytery committees in consideration of geography and to encourage participation in the ministry of the wider church.

#### Implement Presbytery meetings

- Determine the places and schedule of meetings for the Presbytery and establish the docket.
- Determine processes for the deliberation of business items including General Assembly overtures and concurrences
- Provide orientation tools for presbyters to better understand and participate in meetings.
- Incorporate practices to increase our awareness of God's presence and voice in our midst.
- Make use of the gifts of leaders within the Presbytery to create engaging worship at Presbytery meetings.

#### Camp Whitman on Seneca Lake Operator

- Provide oversight of Camp Whitman in all corporate and strategic matters.
- Continue the intentional discernment and evaluation process to determine the future of Camp Whitman and how it supports the Presbytery's purpose.

### **Committee on Operations**

**Purpose:** To provide organizational support to the daily operation of the Presbytery, to hold the Presbytery accountable to the Body of Christ, and to comply with all state and federal mandated not-for-profit organizational requirements; to function as the **Board of Trustees** fulfilling the legal and fiduciary requirements of the Corporation of the Presbytery of Geneva; to model faithful and transparent stewardship practices.

**Membership:** 9 members, as close as possible to equal numbers of Ruling Elders and Teaching Elders (3-year terms, renewable once). The Presbytery Treasurer is an officer of the Board of Trustees and attends meetings *ex officio without vote*. The Chairperson or designee from the committee shall serve as a member of the General Council.

#### **Responsibilities:**

##### Finances

- Prepare, maintain, and implement financial and investment policies which are consistent with established financial guidelines and compliant with state and federal regulations, recommending policies or policy changes to the Presbytery for approval.
- Monitor monthly income and expense statements with the assistance of the Treasurer
- Provide for the annual audit of Presbytery's financial records and implement ~~and~~ auditor recommendations. [NOTE: the strikethrough is an editorial change.]
- Prepare an easily understood reporting form for financial statements.
- Oversee the management and disbursement of restricted funds and maintain a description of those funds including the entity that has spending authorization.
- Hold, manage, invest, re-invest long-term funds belonging to the Presbytery.
- Make regular reports to the General Council and the Presbytery regarding the financial health of the Presbytery.

Property

- Have the powers to receive, hold, encumber, manage, and transfer property, real or personal, for and at the direction of the Presbytery. *Book of Order G-4.0101*
- Receive requests from any congregation to sell, mortgage, or otherwise encumber any of its real property or to acquire real property and recommend action to Presbytery. *Book of Order G-4.0206a*
- Receive requests from any congregation to lease its real property used for purposes of worship, or lease for more than five years any of its other real property and recommend action to Presbytery. *Book of Order G- 4.0206b*

Legal:

- Oversee all legal matters incident to the duties of the Committee on Operations/ Board of Trustees including Personnel matters.

Budget Development:

- Develop a proposed annual budget to present to General Council and Presbytery.
- Develop a budget format that is transparent regarding per capita and mission expenditures.

Personnel

- Provide oversight of personnel matters.
- Develop job descriptions for staff for approval by the General Council
- Conduct annual reviews of the staff.
- Make recommendations to the Presbytery for appropriate compensation for members of the Presbytery staff.
- Prepare, maintain, and implement personnel policies which are consistent with the Constitution of the PC(U.S.A.) and compliant with State and Federal Regulations, recommending policies or policy changes to the Presbytery for approval.

Office Operations:

- Oversee any lease agreements or building maintenance concerns for the Presbytery office.
- Oversee office operations, internal controls, equipment needs, and communication systems.

**Committee on Ministry**

**Purpose:** to oversee guidance and mandates of the Constitution of the Presbyterian Church (U.S.A.) regarding ordered ministry including oversight of pastoral transitions, preparation for ministry of Word and Sacrament, preparation and commissioning of ruling elders, and certification of Christian educators; and to promote healthy responses to conflict within congregations.

**Membership:** 9 members, as close as possible to equal Ruling Elders and Teaching Elders (3-year terms, renewable once) The Chairperson or designee from the committee shall serve as a member of the General Council.

**Responsibilities:**

Ordered Ministry

- Oversee pastoral transitions, guiding pastors and churches during transitions in pastoral leadership.

- Recommend to the Presbytery the establishment and dissolution of pastoral relationships.
- Approve and present terms of call for services of teaching elders.
- Examine teaching elders or candidates seeking membership in the Presbytery.
- Recommend the transfer of teaching elders to other presbyteries.
- Approve contractual arrangements for temporary pastoral relationships.
- Appoint moderators of session for congregations without a called pastor.
- Nominate to the Presbytery membership for administrative commissions
- Recommend to the Presbytery minimum compensation standards for installed pastoral calls, temporary pastoral service, Commissioned Ruling Elders, and certified Christian educators; receive reports from sessions of their annual salary review.
- Recommend to the Presbytery, oversee, and supervise commissioned ruling elders called to pastoral service in congregations.
- Develop written criteria for validating ministries within its bounds; to recommend to Presbytery the validation of specialized ministries and maintain connections.
- Maintain a pulpit supply list, developing criteria for approval and compensation standards, update the list at least annually.
- Plan for appropriate farewells for those leaving the Presbytery or retiring from parish ministry and make arrangements with the Presbytery Moderator for meeting docket time.

#### Preparation

- Guide, nurture and oversee the process of becoming a teaching elder, commissioned ruling elder or certified Christian educator, following the process and procedures as outlined in the Constitution of the PC(U.S.A.)
- To have the authority to dismiss candidates to another presbytery or denomination for examination and/or for ordination, with the provision that all such actions be reported to the next stated meeting of the Presbytery.
- Prepare, maintain, and implement a training, examination, and commissioning process for ruling elders when the Presbytery's strategy for mission requires the need for commissioning to serve congregations.

#### Conflict Management

- Provide basic conflict awareness and management training for congregational leaders and members of the Committee on Ministry.
- Counsel with sessions concerning reported difficulties within a congregation; advise sessions as to appropriate actions to be taken to resolve reported difficulties; offer the assistance of a mediator and/or coach. *Book of Order G-3.0303d*
- Act to resolve difficulties if requested to do so by a session, or if the session is unable or unwilling to do so, following the procedural safeguards of the Constitution of the Presbyterian Church (U.S.A.) Rules of Discipline. *Book of Order G-3.0303d*



**Committee on Vitality**

**Purpose:**

Support each congregation as they seek to engage in vital ministries; promote congregational partnerships; provide resources and leadership development opportunities.

**Membership:** 6 members, 2 Ruling Elders, 2 Teaching Elders, 2 Church Members (3-year terms, renewable once) The Chairperson or designee from the committee shall serve as a member of the General Council.

**Responsibilities:**

Congregational Ministry:

- Connect with every congregation to recognize and celebrate congregational ministries and good practices, as a ministry of presence and to build trusting relationships.
- Promote partnership and prevent isolation by facilitating and supporting connections among congregations, through supporting active clusters, the Small Church Network, and others.
- Work with and develop tools for congregational leaders in discerning their unique purpose and pursuing options for congregational health and vitality which may include faith formation for all ages.
- Develop helpful tools for assisting congregations in understanding and addressing congregational life cycles including the possibility of closure with dignity.
- Promote coaching as a means of helping congregations achieve goals by providing training and guidance.

Leadership Development

- *Recruit and P*provide a variety of learning opportunities that will train and inspire *current and future* leaders, including clerks of session, for their various roles
- Provide a process for the review of session records.
- Develop and promote the use of a resource connection network to provide information, tools, and expertise.
- Use the gifts of leaders within the Presbytery to provide expertise, training, and guidance on a variety of skills and practices.
- Promote PC (U.S.A.), Synod of the Northeast, and neighboring presbytery leadership training events.

**Committee on Leader Care**

**Purpose:** support pastoral leaders, Presbytery leaders, and church leaders as they seek to serve Christ through the ministries of the Church.

**Membership:** 6 members, 2 Ruling Elders, 2 Teaching Elders, 2 Church Members (3-year terms, renewable once) The Chairperson or designee from the committee shall serve as a member of the General Council.

**Responsibilities:**

- Facilitate and promote the formation of colleague groups, affinity groups, and gatherings that assist the development of supportive relationships.

- Encourage spiritual direction, coaching, and continuing education.
- Develop and implement a process for training Presbytery committee members and officers
- Provide and/or promote spiritual retreat opportunities.
- Promote the PC (U.S.A.) Board of Pensions preventive care, member assistance programs, pre-retirement and fiscal responsibility workshops.
- Promote and assist leaders in learning the effective use of electronic meetings for Presbytery committees and work groups in consideration of geography and to encourage participation in the ministry of the wider church.
- Welcome new clergy and commissioned ruling elders and assist them in connecting with others.
- Oversee the annual necrology.
- Oversee the administration of the Pastoral Care Emergency Fund in consultation with the Presbytery Leader.

### **Committee on Mission and Witness**

**Purpose:**

Support the mission and witness efforts of congregations and leaders as they seek to be Christ in the Finger Lakes and the world.

**Membership:** 6 members, 2 Ruling Elders, 2 Teaching Elders, 2 Lay members (3-year terms, renewable once) The Chairperson or designee from the committee shall serve as a member of the General Council.

**Responsibilities:**

- Recognize and support engagement of congregations and leaders in local and global mission ministries, providing educational resources and promoting networking.
- Develop, review, and maintain the mission grants process that supports mission partnerships, making recommendations to General Council for review.
- Provide presbytery-wide mission opportunities that enable leaders to serve together locally and globally including supporting work teams to assist in disaster recovery and other mission efforts.
- Recognize, support, and encourage the engagement of congregational leaders in local and global justice and peacemaking ministries, providing denominational resources and promoting networking.
- Interpret and promote the PC (U.S.A.) mission opportunities and partnerships, through the Presbyterian Mission Agency.
- Provide resources to facilitate and encourage evangelism.

### **The Camp Whitman Committee**

**Purpose:**

Be responsible for the development and maintenance of Camp Whitman on Seneca Lake program and facilities; the Committee shall relate to General Council in all corporate and strategy matters.

**Membership:** 6 members elected from the Presbytery of Geneva, 2 Ruling Elders, 2 Teaching Elders, 2 Lay Members. *The Presbytery of Genesee Valley is invited to send up to three members of their choosing to serve as members of the committee with voice and vote.* (Terms for all members 3-years, renewable once). *A quorum shall be 4 members of Geneva Presbytery.* The Chairperson or designee must be a member of Geneva Presbytery and shall serve on the General Council.

**Responsibilities:**

- Implement the Presbytery's strategy for Camp Whitman.
- Evaluate and implement program improvements.
- Evaluate and implement facility repairs and upgrades.
- Develop the annual budget for Camp Whitman and submit to the Committee on Operations and the General Council for approval as part of the annual budget development process.
- Actively engage in fundraising efforts for camperships and facility improvements to support the ministry of Camp Whitman.
- Make recommendations to the General Council regarding corporate and strategy matters.
- Work in partnership with the Camp Director, providing support and counsel.

**The Committee on Representation**

**Purpose:** to nominate persons to serve in positions requiring election by the Presbytery with attention to reflecting the PC (U.S.A.) commitment to unity in diversity and ensuring fair representation of the Presbytery's membership including geography.

**Membership:** 6 members 3 Ruling Elders 3 Teaching Elders (equal numbers of male and female); membership shall be reflective of the PCUSA's commitment to unity in diversity and ensure fair representation of the Presbytery's membership. The staff of the Presbytery, members of General Council and Committee Chairs are ineligible to serve. (3-year terms, renewable once) The General Council will nominate members of the Committee on Representation.

**Responsibilities:**

- Advise the Presbytery regarding the implementation of principles of unity and diversity; to advocate for diversity in leadership. *Book of Order G-3.0103*
- Nominate officers of the Presbytery, elected members of committees, and the Permanent Judicial Commission members. *Book of Order G-3.0111* (Chairs of Committees are elected by their own membership.)
- Nominate persons to fill vacancies in elected positions in a timely manner.
- Develop an application process and oversee the nomination and election of commissioners and young adult advisory delegates (YAADs) to General Assembly and the Synod of the Northeast, advocating for:
  - inclusiveness and diversity
  - equitable representation of congregations for ruling elders and YAAD's
  - consideration of teaching elders who have never been commissioners
- Seek out leaders from congregations and develop a reservoir list of people and the areas in which they have gifts to serve.
- Seek to involve every teaching elder in service to the Presbytery, Synod, or GA.

**Permanent Judicial Commission**

**Purpose:** governed by the Constitution of the Presbyterian Church (U.S.A.) to fulfill the duties described in the Rules of Discipline. *Book of Order D-5.0100*

**Membership:** minimum 7 members (as close as possible to equal number of RE and TE)  
The Permanent Judicial Commission shall be elected in accordance with the Rules of Discipline of the Constitution of the PC(U.S.A.). No person who is a member of the General Council, an officer, or staff member shall be eligible to serve on the Commission.