

**Minutes of the
192nd Stated Session**

**of the
PRESBYTERY OF SHENANDOAH**

February 26, 2022

Via Zoom

NEXT STATED SESSION

**Tuesday, May 24, 2022
TBA**

**Saturday, August 27, 2022
Via Zoom**

SHENANDOAH PRESBYTERY IS A COVENANT BODY WHERE:

- » **congregations are empowered to be centers for mission,**
- » **lay persons are equipped to be Disciples of Christ in a challenging world,**
- » **church leaders and members are nurtured and strengthened for service,**
- » **open communication and information are used constructively and creatively to keep us connected.**

**SHENANDOAH PRESBYTERY
DIRECTORY**

Teaching Elder David Howard Moderator 2022
howardd6@shentel.net

Teaching Elder April Cranford Vice-Moderator 2022
wpcpastor@lumos.net

Teaching Elder Bronwen Boswell General Presbyter/Stated Clerk
presbytersc@shenpres.org Ext 101

Teaching Elder Nancy Meehan Yao Associate General Presbyter
assocgp@shenpres.org Ext 102

Larry Holsinger..... Treasurer

Heather Carter..... Funds Administrator
bookkeeper@shenpres.org Ext 104

Kimberly T. Stroupe Administrative Assistant
kims@shenpres.org Ext 103

Ruling Elder Donna Lanaghan Communications Administrator
shenpres@shenpres.org Ext 100

EXECUTIVE EMERITUS: The Rev. Homer C. Phifer, Jr.
490 Burning Tree Road, Pinehurst, NC 28374

SHENANDOAH PRESBYTERY OFFICE
1111 North Main Street, Harrisonburg, VA 22802
Telephone: 540-433-2556 Fax: 540-433-6830 shenpres@shenpres.org

SHENANDOAH PRESBYTERY CORPORATION
1111 North Main Street, Harrisonburg, VA 22802

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Home Church - Warrenton

Terry Crickenberger

Home Church – Waynesboro First

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GOVERNING BODIES

Synod of the Mid-Atlantic

3601 Seminary Avenue

Richmond, VA 23227

804-342-0016

www.synatlantic.org

Office of the General Assembly

100 Witherspoon St.

Louisville, KY 40202-1396

502-569-5000

888-728-7228

www.pcusa.org

**PRESBYTERY OF SHENANDOAH
MINUTES OF THE 192nd STATED MEETING**

The 192nd Stated Meeting of the Presbytery of Shenandoah was called to order via Zoom at 9:30 a.m. on Saturday, February 26, 2022. Outgoing Moderator Judy Hensley led in prayer.

MEETING INSTRUCTIONS

Associate General Presbyter Nancy Meehan Yao gave detailed procedural instructions for the meeting.

QUORUM AND ENROLLMENT

The Stated Clerk reported that a quorum was present. The final enrollment was as follows:

Adm	Administrator	DYP	Director, Youth Program	P	Pastor
Asst	Assistant	ED	Educator	Prof	Professor
Assoc	Associate	HR	Honorably Retired	Supply	Supply
Chap	Chaplain	IA	Interim Associate	Stu	Student
CM	Campus Minister	IN	Inactive	T	Teacher
COP	Co-Pastors	IP	Interim Pastor	TM	Tent Making
Coun	Counselor	MAL	Minister-at-Large	VM	Validated Ministry
DP	Designated Pastor	OM	Overseas Missionary	WC	Without Charge

(Description code for attendance: P = present E = excused A = absent)

E	Allamon, Karen H.	P	Staunton First	Absent
A	Allen, Donald R., Jr.	HR		
A	Atwood, Roxana M.	HR		
A	Barner, Ann Elizabeth	HR		
A	Barner, Fred Thomas	HR		
P	Bethard, John T.	P	Charles Town	Kathryn Shue
P	Boswell, Bronwen W.	GP/SC		
P	Boswell, Howard W., Jr.	P	Buena Vista	Absent
E	Boyer, Grace Jones	HR		
E	Brandon, Joseph C.	HR		
E	Bridgman, Stewart G.	HR		
E	Brownlee, J. Malcolm	HR		
P	Bunker, Jonathan W.	P	Berryville	Sam Miller
A	Caperton, William G.	HR		
P	Carr, Gwendolyn B.	Supply	Buffalo Gap, Craigsville	
		PA	Trinity	
E	Carrico, Thomas J., Jr.	P	Finley Memorial	Absent
E	Cathcart, C. Steven	HR		
P	Channell, Kevin J.	P	Petersburg	Betty Inskeep
A	Chapman, George W.	OM		
P	Clark, Casey R.	COP	New Monmouth	Absent
P	Clark, Rachel F.	COP	New Monmouth	
E	Condro, Joseph F.	HR		
P	Conrad, Scott A.	Supply	Hot Springs	
A	Corder, William "Lee"	ML		
E	Cornish, Homer T.	HR		
E	Cox, C. William	HR		
A	Craft, John K.	P	Bethany	Absent
P	Cranford, April H.	P	Westminster	Blair Hanger
A	Crannell, J. Scott	ML		
P	Crumley, Rachel	P	Tuscarora	Katharine Lewis Brown
E	Cushwa, John W.	HR/Supply	Tomahawk	
A	Dawkins, Edward C.	Supply	Nineveh	
P	Dax, Betty G.	HR		
P	Dent, William H., Jr.	HR		
E	Dietrich, Richard S.	HR		

E	Donohoe, Patricia A.	HR		
A	Douty, Horace D.	HR		
P	Evans, Caroline B.	P	Front Royal	Absent
E	Evans, George W.	HR		
P	Everhart, William G.	Supply	Sunnyside	
P	Farthing, Stanley H.	Supply	Zetta	
P	Fetterman, Amy	ML		
E	Field, Robert F.	HR		
E	Fisher, Merle L., Jr.	HR		
P	Forbes, Thomas H.	ML		
E	Franklin, John S.	HR		
A	Garrison, John D.	HR		
P	Gilmer, B. Ronald	P	Woodstock	Jane Runyon
E	Goodman, William R., Jr.	HR		
E	Goshorn, Robert D.	HR		
P	Greenawalt, Karen J.	P	Gerrardstown	Jennifer Grubb
E	Groome, Thomas P., III	IP	Lexington	
A	Harmon, Melissa L.	ML		
P	Hay, Kevin W.	P	Middletown	Absent
E	Hay, Thomas D.	HR		
P	Held, Ann Reed	HR		
A	Hellmuth, Barton L.	HR		
A	Hendy, Susanna	ML		
A	Hill, Richard H.	HR/Supply	Beulah/Monterey	
E	Hill, Robert S., Jr.	HR		
P	Hill, Sarah L.	HR		
P	Holden, Thomas J., III	HR		
P	Hopkins, E. Reed	P	Loch Willow	Karen Fridley
P	Howard, Carl D.	HR		
P	Howard, David D.	P	Strasburg	Kathryn Volpini-Holland
P	Hoy, Caitilin R.	P	Waynesboro Second	Glenn Fields
A	Hunt, Patricia	HR		
P	Hutcheson, Fletcher, Jr.	P	Circleville Seneca Rocks	Absent Absent
A	Inglis, J. Leslie	HR		
P	Johns, James E.	HR		
P	Kave, Jacob R.	Supply	Broadway	
E	Klein, Deborah H.	HR		
E	Klein, William M.	HR		
P	Lanaghan, Patrick R.	P	Timber Ridge	William Henry
P	Langdon, J. Bradford	HR/Supply	Tabler	
A	LaPrade, Lester N., Jr.	HR		
A	Lawton, James S.	HR		
A	Lewis, Elizabeth	VM	Westminster-Canterbury	
E	Lown, John W.	HR		
A	Lowrance, William J.	HR		
E	Lunde, James E., II	P	Warrenton	Kelly Baumgartner Amanda Stephens
E	Macbeth, Bruce A.	HR		
A	Martin, Tracie E.	PA	Opequon	
A	McCoig, Dan M., Jr.	P	Winchester First	Absent Absent Absent
P	McDonald, John L.	IP	Mt. Horeb	
A	McKune, Debra Y.	ML		
A	Miles, Larry C.	HR		
P	Mitchell, Loren T.	P	New Providence	Absent
E	Moore, William L.	OM		
E	Muncy, Robert L.	HR		
E	Newman, Howard A.	HR		

P Newquist, Gusti L.	P	Shepherdstown	Paul Kradel
A Noll, Frederick E.	Supply	Bethesda	
E Normington, Seth A.	P	Cooks Creek	Mark Williams
P Osborne, Robert S.	HR		
E Owen, Jan G.	HR		
E Painter, William L., Jr.	HR		
P Pattison, Carl F.	IP	Collierstown	
P Peterson, John C.	P	Covenant	Taylor Chenery Bradley Kurtz Janina Peachey
P Pettit, Ann R.	COP	Massanutten	
P Pettit, Patrick S.	IP	Waynesboro First	
P Phillips, Keith A.	COP	Massanutten	Karl Scheidt
A Poland, Ernest L. Jr.	Supply	Second Opequon	
E Pollock, Richard	HR		
A Potter, Ronald R.	HR		
E Price, Norman G.	HR		
A Pyles, Elizabeth A.	P	McDowell	Absent
A Rascoe, Clayton T.	VM	Massanetta Springs	
P Rascoe, Kathryn R.	IP	Bridgewater	
E Rhyne, C. Thomas	HR		
P Robertson, Helen	Supply	Fairfield	
E Ross, Anne M.	HR		
A Ryan, Patrick S.	P	Tinkling Spring	Debra Fitzgerald O'Connell Absent
P Sale, M. Anderson	HR		
A Shearer, J. David	ML		
A Sherman, H. Wray	HR		
P Sieck, Philip L.	HR		
P Singleton, Jacob R.	P	Staunton Third	Absent
E Slider, C. Richard II	HR		
P Smith, Alexa A.	IP	Berkeley Springs	
P Smith, Evan R.	P	Staunton Second	Absent
E Smith, James M.	P	Mossy Creek	Absent
E Smith, Nancy A.	HR		
P Smith, Vanessa M.	P	Hedgesville	Prudence Wendel
A Sommer, Philip W.	HR		
P Sorge, Stephanie	P	Trinity	Nancy Hopkins-Garriss
E Stanley, Arthur L.	HR		
E Stephens, Millard M.	HR		
A Summers-Minette, Teresa L.	HR		
E Swezey, Charles M.	HR		
A Symons, Charles D., Jr.	HR		
A Thomas, Aaron Lee	P	Olivet	Absent
P Thomas, Amanda M.	AP	Winchester First	
E Thornton, Joel P.	P	Ivanhoe Wardensville	Absent Absent
A Tongen, Harold M.	HR		
E Tremba, Randall W.	HR		
P Vaughan, Robert C.	P	Romney	Lisa Hileman
E Vernon, Joseph H. J.	HR		
A von Oeyen, Jr., Robert	HR		
A Watkins, John M.	HR		
A Whiteley, Nancy S.	HR		
E Wilkers, Jack B.	HR		
A Wilson, Joan M.	HR		
E Wilson, Stanton R.	HR		
A Wing, Andrew P.	VM		
P Witt, David R.	P	Opequon	Susan Ritter Absent
P Wolf, Sarah	AP	Covenant	

P Yao, James C.	P	Moorefield	Sharon Auville
P Yao, Nancy Meehan	AGP		
E Young, Betty Jean	HR		
E Young, Richard O., Sr.	HR		

CHURCHES WITHOUT INSTALLED PASTORS

Augusta Stone	Absent
Ben Salem	Absent
Berkeley Springs	William North
Bethel	Tim Turner
Bethesda	Absent
Beulah	Richard Simmons
Bloomery	Joyce Omps
Bridgewater	Betsy Glendye
Broadway	Houston Lynch
Buckton	Cindy Mumaw
Buffalo Gap	Absent
Bunker Hill	Vickana Norton
Burlington	Excused
Burnt	Absent
Clear Brook	Absent
Collierstown	Roger Lees
Craigsville	Harvey Sprouse
Elk Branch	Stephanie Webb
Elkton	Franci Edwards
Fairfield	Jeanie Cash
Falling Waters	Crystal Mason
Franklin	Absent
Glen Kirk	Absent
Goshen	Absent
Halltown	Absent
Hebron	Hannah Bush
Hermitage	Absent
Highland Memorial	Absent
Hot Springs	Absent
Immanuel	Absent
Keyser	Absent
Lexington	Poppy Orendorf
Little Falls	Absent
McCutchen	Absent
Millboro	Absent
Monterey	Absent
Mount Carmel	Mary Jane Mutispaugh
Mount Hope	Absent
Mount Horeb	Kathy Quimby
Mount Joy	Absent
Mount Olive	Karen Britton
Mount Storm	Absent
Nineveh	Matthew
Oxford	Jane Birzenieks
Piedmont	Kermit Becker
Pines Chapel	Absent
Rocky Spring	Absent
Ruddle	Absent
Second Opequon	Absent
Slanesville	Absent
Smyrna	Absent
Springfield	Excused
Sunnyside	Barbara Wolford
Tabler	Absent

Tomahawk
Union
Waynesboro First
Williamsville
Zetta

Richard Coffinbarger
Excused
Jen Jones
Absent
Sharon Doyle

VOTING RULING ELDERS:

Commissioned Ruling Elders

A Michele Elliott
A Isca Mitchell
P Bobby Spurgeon

P Judy Hensley
A David Omps
P Susanne Taylor

P Mark Johnson
E Linda Reece
A Paul Wolverton

Voting Ruling Elders of Presbytery Staff or Coordinating and Planning Commission (CPC):

P Richard Comstock, CPC

P Donna Lanaghan, Staff

NON-VOTING VISITORS:

Committee on Presbytery Administration
Betsy Hay

Camp Paddy Run
Amy Tubbs

Visiting Ministers
Steve Willis, Peaks Presbytery, Hebron Interim

Board of Pensions
Keenan Rodgers

Presbytery Staff
Kim Stroupe

Open Doors
Ashley Robinson
Graham Witt

Visitors

Joy Renee Campbell
Mary Knapp
Deborah Romano

Marina Gopadze
Dietrich Maune
Debby Seekford

Jo Ann Harman
Jeanne Painter
Amy Tubbs

Teaching Elders = 57 Voting Ruling Elders = 57 Additional Guests = 15 TOTAL = 129

WELCOME

The Outgoing Moderator welcomed everyone to the Zoom meeting of the Presbytery of Shenandoah. Visitors included Keenan Rodgers of the Board of Pensions, Ashley Robinson and Graham Witt from Open Doors, and Amy Tubbs from Camp Paddy Run. Teaching Elder Steve Willis of Peaks Presbytery was seated as a corresponding member.

DOCKET

The docket was approved as distributed. See page 10

STATED CLERK REPORT

Teaching Elder Bronwen Boswell gave the following report, *which was approved:*

I. FOR INFORMATION:

Please see page 39 for informational reports from the Committee on Preparation for Ministry and the Coordinating and Planning Commission.

II. RECOMMENDATIONS: (*all approved*)

A. That Presbytery excuse from attendance from all or part of this stated meeting those ministers who submit such a request.

- B. That Presbytery approve the minutes from the November 16, 2021, Presbytery Meeting as distributed.
- C. That Presbytery approve the minutes from the November 7, 2021, Installation Commission for Teaching Elder Ron Gilmer at Woodstock Church as found on page 11.
- D. That Presbytery approve the minutes from the November 14, 2021, Installation Commission for Teaching Elder Kevin Channell at Petersburg Church as found on page 11.
- E. That Presbytery receive the financial summary for the year ending December 31, 2021, as found on pages 12-14.
- F. It is the policy of Shenandoah Presbytery to allow resident retired minister members who for good reason decide that they will not be participating in the Presbytery’s voting for the year to remove themselves from the need to attend and the need to be counted in the Stated Clerk’s recommendation for balancing minister/elder voting.

While the Presbytery strongly encourages participation in the full life of the Presbytery, the following have by signed request asked to be automatically excused from Presbytery meetings for the year 2022 indicating they will not be voting and will be “inactive participants” for Presbytery business: (If you are a resident retired minister member of Presbytery and did NOT sign such a form for 2022, you are counted and expected to attend Presbytery.)

Joseph Brandon	Steve Cathcart	William Cox
Richard Dietrich	Patricia Donohoe	Merle Fisher
John Lown	William Painter	Thomas Rhyne
Nancy Smith	Randall Tremba	Jack Wilkers

- G. Membership and Attendance Balance. Each year the Stated Clerk is required to recommend to Presbytery a way of balancing the representation of ruling elders and ministers (Manual 5.2.2.). The following is the analysis for 2022 (for ministers as of 12/31/21 and church membership as of 12/31/2020

TEACHING ELDERS:

Total Enrollment of Teaching Elders, 12/31/2021 150

Active Participants

Installed Pastors 44
 Interims and Supplies 17
 Serving in other validated ministries 6
 Parish Associates 2
 Members at Large 5
 Resident Honorably Retired (not inactive or infirm) 34
Total Active Participants 108

Non-participants for 2022

Resident Honorably Retired requesting to be inactive 12
 Resident Honorably Retired who are infirm 6
 Honorably Retired living outside the bounds of presbytery 22
 Overseas Personnel 2
Total Non-Participants 42

TOTAL TEACHING ELDERS PARTICIPATION 108

RULING ELDERS:

Ninety-three congregations send one ruling elder 93
 Five congregations send two ruling elders: Covenant, Massanutten,
 Opequon, Tinkling Spring, Warrenton 10
 One congregation sends three ruling elders: Winchester 1st 3
 Commissioned Ruling Elders for Particular Pastoral Services 9
 Certified Christian Educators serving 0

Presbytery staff.....	1
Ruling elders serving on Coordinating and Planning Commission.....	0
TOTAL POTENTIAL RULING ELDERS PARTICIPATION	116

CONCLUSION: No imbalance exists for 2022

RECOGNITION OF OUTGOING MODERATOR

Teaching Elder Bronwen Boswell, General Presbyter/Stated Clerk took a moment to recognize Commissioned Ruling Elder Judy Hensley who served the Presbytery diligently as Moderator for 2021. Bronwen presented Judy with an engraved Celtic cross along with a few personal gifts.

ASSOCIATE GENERAL PRESBYTER

Teaching Elder Nancy Meehan Yao shared a message from Teaching Elder J. Herbert Nelson, II, Stated Clerk of the Presbyterian Church (USA), regarding the invasion of Ukraine. The Presbytery Moderator led the Body in prayer for the people of Ukraine.

WORSHIP

Worship was centered around peace and justice, with Scripture readings from Psalm 107 and Mark 4. Worship included the reading of the necrology report of Ruling and Teaching Elders from 2021 and the installation of the 2022 Moderator, David Howard, Teaching Elder of Strasburg Church. Moderator Howard presided over the remainder of the meeting.

BOARD OF PENSIONS

Ruling Elder Keenan Rodgers, Regional Church Consultant of the Board of Pensions, gave an update on what the Board is doing to support all members of the Plan. Care Navigation starts April 1. More information can be found at <https://www.pensions.org/your-path-to-wholeness/care-navigation>

COMMITTEE ON RELATIONAL MINISTRY

Teaching Elder Howard Boswell, Chair, gave a brief report. (See pages 20-21 for a full written report)

Associate General Presbyter Nancy Meehan Yao introduced the First Reading of the revised *Sexual Misconduct Policy* and the revised *Background Check and Boundary Training Policy*. There was one suggestion to include the contact information for the Synod Stated Clerk on page 18. No other questions or comments came from the floor. The Second Reading and recommendation of approval of both documents will be brought to the May Presbytery Meeting.

RECOMMENDATIONS: (*approved*)

- A. By request of the Halltown congregation and in consultation with CRE Alvin Russell, the Committee on Relational Ministry recommends the formation of an Administrative Commission for the purpose of dissolving the congregation, selling and/or disposing of all property and taking original jurisdiction if necessary.
- B. Recommend the following to serve on the Administrative Commission:
 Honorably Retired Teaching Elder John Cushwa
 Teaching Elder John Bethard, Charles Town Church
 Ruling Elder Vicki Jenkins, Hedgesville Church

COMMITTEE ON CHURCH VITALITY AND TRANSFORMATION

Teaching Elder Ann Pettit introduced Teaching Elder Gwen Carr, pastor of the Craigsville Church. TE Carr gave a report on the O.U.R. Hearts Ministry in the Craigsville community. O.U.R. Hearts is a ministry in coordination with the Craigsville Area Food Pantry.

COMMITTEE ON NEW CONGREGATIONAL DEVELOPMENT

Teaching Elder Karen Greenawalt, Chair, gave an update on the Coffee Shop and More (formerly known as Community Cup), a new worshipping community located in Martinsburg, West Virginia. Coffee Shop and More is the first approved covenant new worshipping community by the Committee. They have rented a space on Burke Street and are looking for a contractor for renovations. They were awarded a grant of \$266,900 and their seed money of \$7500 issued from the national 1001 New Worshipping Communities. They are working on their ministry information form for leadership. TE Greenawalt led in prayer for Coffee Shop and More.

COMMITTEE ON NOMINATIONS

Honorably Retired Teaching Elder, Brad Langdon, gave the following report, *which was approved*:

Recommend that Presbytery elect the following to serve:

Committee on Educational Resources (CER)

Co-Chairs: Tommy Carrico TE, Finley Memorial, and Sarah Wolf, TE, Covenant,
Class of 2024: Cliff Gilchrest, RE, Covenant
Keith Phillips, TE, Massanutten
Ann Bailey Lipsett, RE, New Monmouth

Committee on Mission and Outreach (CMO)

Class of 2024: Vanessa Smith, TE, Hedgesville
Robin Owens, RE, Opequon

Committee on Pastoral Transition

Class of 2024: Ron Gilmer, TE, Woodstock

Committee on Preparation for Ministry (CPM)

Class of 2023: Harriet Thompson, RE, Tinkling Spring
Class of 2024: Jim Yao, TE, Moorefield
Kathy Shue, RE, Charles Town
Sarah Hill, TE, Mt. Carmel
Mark Facknitz, RE, Trinity

Committee on Presbytery Administration:

Class of 2024: Eric Hulett, RE, Tuscarora
Jim Lunde, TE, Warrenton

Committee on Relational Ministry

Class of 2023: Dan McCoig, TE, Winchester First
Class of 2024: Seth Normington, TE, Cooks Creek

Permanent Judicial Commission:

Class of 2027: Dawn Ruple, RE, Trinity

Synod of the Mid-Atlantic, Committee on Representation:

Class of 2024: Tom Holden, TE, Honorably Retired

Synod of the Mid-Atlantic, Permanent Judicial Commission

Class of 2027: John Peterson, TE, Covenant

There were no nominations from the floor.

COMMITTEE ON PASTORAL TRANSITION

Teaching Elder Patrick Pettit, Chair, briefed the Body on the work of the Committee. (See page 22 for a full written report)

INTRODUCTION OF NEW TEACHING ELDER

Teaching Elder Patrick Pettit introduced Teaching Elder Carl Pattison who has received an interim contract to the Collierstown Church. TE Pattison was asked to give a brief sense of his Christian journey and call to ministry at Collierstown. There were two questions from the floor and the Moderator prayed for the ministry of TE Pattison and Collierstown Church.

COMMITTEE ON EDUCATIONAL RESOURCES

Teaching Elder Sarah Wolf, Co-Chair, reported that the 2022 Triennium has been cancelled. Camp and College Scholarships are online and due May 1 and June 1 respectively. They can be found at <https://shenpres.org/scholarship-grants/>

OPEN DOORS MINISTRY

Ashley Robinson, Director of Operations, and Graham Witt, Chair of the Board, gave a report on the ministry of Open Doors who serve the homeless in the Harrisonburg area. More information can be found at <https://www.valleyopendoors.org/>

COMMITTEE ON PRESBYTERY ADMINISTRATION

Teaching Elder Fletcher Hutcheson, Chair, gave a report on the work of the Committee. (See pages 23-38 for a full written report)

Amy Tubbs, Director of Camp Paddy Run, gave a report on the ministry at Paddy Run. A three-year financial report can be found on pages 28-30

TE Hutcheson introduced RE Betsy Hay who briefed the Body on the seven-year process of selling the Presbytery Office building and surrounding land.

With no questions from the floor, the following recommendations were *all approved*:

Recommendation 1: The Presbytery of Shenandoah authorize the sale of the Presbytery office property located at 1111 N Main St, Harrisonburg, VA 22802 to the City of Harrisonburg for the sum of \$700,000 according to the Purchase and Sale Agreement included with the Presbytery Packet. (See pages 34-38)

Recommendation 2: The Presbytery of Shenandoah move their offices to Massanetta Springs Camp and Conference Center at 712 Massanetta Springs Rd, Harrisonburg, VA 22801, and that the General Presbyter, after approval from CPA, be empowered to enter a lease and negotiate a move-in date to secure those offices for a minimum of a three-year period.

Recommendation 3: The proceeds from the sale of the Presbytery office be allocated to cover moving and renovation expenses of the new Presbytery offices. Remaining funds will be invested for the benefit of the mission and ministry of Shenandoah Presbytery

The Moderator lead the Body in prayer for the work of the Committee, the Open Doors ministry, and the Presbytery moving forward.

ADJOURNMENT


The meeting adjourned at 12:29 p.m. with prayer by the Moderator. The Presbytery will meet in stated session on Tuesday, May 24, 2022, location to be determined.

David Howard, Moderator

Bronwen Boswell, Stated Clerk

Kim Stroupe, Recording Clerk

DOCKET

- 9:30 a.m. Call to Order, Prayer & Meeting Instructions
- 9:35 a.m. Determining a Quorum
Procedural Rules
Welcome, Introduction of Guests, and Seating of Corresponding Members
Adoption of the Docket
Report of the Stated Clerk – TE Bronwen Boswell
Report of the Associate General Presbyter – TE Nancy Meehan Yao
- 9:50 a.m. Worship
- QR code for online giving
Open Doors
- 
- 10:35 a.m. Board of Pensions, Keenan Rodgers – Church Consultant
- 10:40 a.m. Committee on Relational Ministry, TE Howard Boswell
- 11:00 a.m. Committee on Church Vitality and Transformation, TE Ann Pettit
- 11:15 a.m. Committee on New Congregational Development, TE Karen Greenawalt
- 11:20 a.m. Committee on Nominations, HRTE Brad Langdon
- 11:25 a.m. Committee on Pastoral Transition, TE Patrick Pettit
- 11:35 a.m. Committee on Educational Resources, TE Sarah Wolf
- 11:45 a.m. Educational Time with Open Doors Ministry, Ashley Robinson & Graham Witt
- 12:00 p.m. Committee on Presbytery Administration, TE Fletcher Hutcheson
- 12:15 p.m. Anticipated Adjournment

MINUTES OF COMMISSION TO INSTALL THE REV. KEVIN J. CHANNELL, as pastor of the Petersburg Presbyterian Church of Petersburg, West Virginia. In accordance with the appointment of the Committee on Pastoral Transition, the commission convened at the Petersburg Presbyterian Church, on Sunday, November 14, 2021, at 3:00 p.m.

Commission members present: Teaching Elders: Fletcher Hutcheson, Rob Vaughan, and James Yao Ruling Elders: Judy Hensley (Presbytery Moderator), Larry Rodgers (Petersburg), Lannie Harper (Seneca Rocks), and Kimberly Kline (Franklin)

A quorum was present.

Judy Hensley, Convener, called the commission to order and led in prayer. The commission elected Judy Hensley as moderator and Kimberly Kline as clerk.

The congregation was called to worship. James Yao preached the sermon on the subject “Service” from John 6:31-35 and Exodus 16:1-18. Judy Hensley asked the questions of the teaching elder. Kimberly Kline asked the questions of the congregation. These being answered in the affirmative and with prayer led by Judy Hensley, the commission installed Kevin Channell as pastor of the Petersburg Presbyterian Church.

Fletcher Hutcheson delivered the charge to the congregation, and Rob Vaughan delivered the charge to the pastor.

At the conclusion of the service the newly installed pastor made a brief statement and pronounced the benediction.

After the installation service the officers and members of the church came forward to their pastor and gave him an appropriate expression of cordial reception and affectionate regard.

The commission then read and approved their minutes. The commission adjourned with prayer led by Judy Hensley.

Judy Hensley, Moderator
Kimberly Kline, Clerk

MINUTES OF COMMISSION TO INSTALL THE REV. B. RONALD GILMER, as pastor of the Woodstock Presbyterian Church of Woodstock, Virginia. In accordance with the appointment of the Committee on Pastoral Transition, the commission convened at the Woodstock Presbyterian Church, on Sunday, November 7, 2021, at 4:00 p.m.

Commission members present: Teaching Elders: April Cranford and James Johns Ruling Elders: Judy Hensley (Presbytery Moderator), Malinda Johnston (Woodstock), Houston Lynch (Broadway), and Vickie Orndorff (Middletown)

Others invited to sit with the commission were Teaching Elder Clay Macaulay, Presbytery of the James.

A quorum was present.

Judy Hensley, Convener, called the commission to order and led in prayer. The commission elected Judy Hensley as moderator and April Cranford as clerk.

The congregation was called to worship. Clay Macaulay preached the sermon on the subject “No Task Too Great – None Too Small” from Luke 4:14-21. Judy Hensley asked the questions of the teaching elder. Malinda Johnson asked the questions of the congregation. These being answered in the affirmative and with prayer led by Judy Hensley, the commission installed Ron Gilmer as pastor of the Woodstock Presbyterian Church.

Malinda Johnston delivered the charge to the congregation, and April Cranford delivered the charge to the pastor.

At the conclusion of the service the newly installed pastor made a brief statement and pronounced the benediction.

After the installation service the officers and members of the church came forward to their pastor and gave him an appropriate expression of cordial reception and affectionate regard.

The commission then read and approved their minutes. The commission adjourned with prayer led by Judy Hensley.

Judy Hensley, Moderator
April Cranford, Clerk

	Actual Twelve Months December 31, 2021	2021 Twelve Month Budget	Remaining Budgeted Funds	% Used
Resources Provided by:				
Acceptances from Congregations	\$ 463,132.08	\$ 467,878.39	\$ 4,746.31	99%
Supplemental Income from Corporation	\$ 65,000.00	\$ 65,000.00	\$ -	100%
Total	\$ 528,132.08	\$ 532,878.39	\$ 4,746.31	
Resources Used for:				
Church Vitality & Transformation CCVT	\$ -	\$ 1,000.00	\$ 1,000.00	0%
Educational Resources CER	\$ 2,500.00	\$ 6,500.00	\$ 4,000.00	38%
Mission and Outreach CMO	\$ 9,500.00	\$ 11,300.00	\$ 1,800.00	84%
Presbytery Administration CPA				
GA - Per Capita	\$ 96,660.66	\$ 96,660.72	\$ 0.06	100%
Synod - Per Capita	\$ 12,378.60	\$ 12,378.60	\$ -	100%
GA - Shared Mission Support	\$ 4,000.00	\$ 4,000.00	\$ -	100%
Synod - Shared Mission Support	\$ 200.00	\$ 200.00	\$ -	100%
Total to GA and Synod	\$ 113,239.26	\$ 113,239.32	\$ 0.06	100%
Occupancy	\$ 21,595.34	\$ 34,000.00	\$ 12,404.66	64%
Office Expenses	\$ 21,353.13	\$ 28,300.00	\$ 6,946.87	75%
Presbytery	\$ 270.40	\$ 3,500.00	\$ 3,229.60	8%
Personnel Expenses	\$ 352,370.43	\$ 380,302.00	\$ 27,931.57	93%
Total CPA	\$ 395,589.30	\$ 446,102.00	\$ 50,512.70	89%
Preparation for Ministry CPM	\$ 120.00	\$ 1,000.00	\$ 880.00	12%
Pastoral Transition CPT	\$ -	\$ 6,000.00	\$ 6,000.00	0%
Relational Ministry CRM	\$ 30.00	\$ 775.00	\$ 745.00	4%
Total	\$ 520,978.56	\$ 585,916.32	\$ 64,937.76	89%
	\$ 7,153.52	\$ (53,037.93)		

Restricted Net Assets as of December 31, 2021	
Cmte on Church Vitality & Trans	
Innovations in Worship Grant	3,849.00
Total Cmte on Church Vitality & Trans	3,849.00
Cmte on Educational Resources	
Blue Funds	10,043.16
Brown & Hogshead	581.00
Harry S McClung	2,682.00
Peacemaking % Retained	13,635.86
Thomas & Martha Grafton	652.83
Women in Community(SacremeLife)	4,533.17
Youth Council - SPYCE	5,477.93
Total Cmte on Educational Resources	37,605.95
Cmte on Mission & Outreach	
Baja Mission Trip	
2022 Baja Mission Trip	12,189.73
Sterrett Memorial Fund	1,000.00
Tool Fund	1,519.52
Total Baja Mission Trip	14,709.25
Disaster Relief Team	
MVMC Shower Trailer - DRT	1,787.84
Covenant Shower Trailer - DRT	510.55
Total Disaster Relief Team	2,298.39
Domestic Mission Work	9,966.81
Foreign Mission Work	8,966.81
Hunger	
Hunger Funds	15,144.57
Total Hunger	15,144.57
Living Waters Team	
Water Projects - Undesignated	30,273.93
El AyalEscuelaOficialRuralMixta	461.33
WP-ComalaaEscuelaTecnicoChixot	461.33
WP-Guat.SantiagoAtitlan,Iglesia	1,029.32
El Sinaca IglesiaAsambleaDeDios	461.33
Iglesia Christiana Y Misionera	50.00
Total Living Waters Team	32,737.24
Moffett Grant	10,753.00
Partnership Committee	
Kataa Congregation Ethiopia	1,000.00
Metu Congregation in Ethiopia	1,000.00
Kolokorma Kindergarten	1,000.00
Gambella Girls	1,750.00
ESL - Project Funds	4,357.64
Ethiopian Banquet	324.90
iCARE Gore Home	
iCARE - Discretionary	50.00
iCARE - Sponsorships	5,792.00
Wakjira Haile Scholarhsip	176.07
Total iCARE Gore Home	6,018.07
Total Partnership Committee	15,450.61
Partnership Discretionary	1,663.65
PCUSA Ethiopian Network	331.20
Ramsey Fund	13,245.91
Total Cmte on Mission & Outreach	125,267.44

	Cmte on New CongregationalDevel	
	Community Cup NWC	271,042.33
	H'burg 1st to CNCD	75,969.79
	Total Cmte on New CongregationalDevel	347,012.12
	Cmte on Pastoral Transition	
	CRE/ARE Annual Meeting	1,030.45
	CRE/ARE Mentor Training	513.73
	CRE/ARE Training Program	3,541.51
	CRE/ARE Vocational Assessments	1,030.45
	McClung - CAT WALK Training	3,497.32
	Total Cmte on Pastoral Transition	9,613.46
	Cmte on Prep for Ministry	
	CPM Discretionary	1,103.47
	Total Cmte on Prep for Ministry	1,103.47
	Cmte on Presbytery Administrati	
	2022 Acceptances from Congregat	2,300.00
	Martinsburg First Settlement	8,380.35
	Continuing Education	
	Cont Ed 2021 - Support Staff	1,000.00
	Cont Ed 2021 - Assoc	634.79
	Cont Ed 2021 - GP / SC	1,071.57
	Cont Ed 2020 - GP/SC	1,251.75
	Cont Ed 2020 - Support Staff	1,004.67
	Total Continuing Education	4,962.78
	G.P. Discretionary Acct	9,444.54
	Investment Interest	3,220.16
	Legal Fees	26,919.95
	Total Cmte on Presbytery Administrati	55,227.78
	Cmte on Relational Ministry	
	Boundary Training	3,072.26
	CRM Discretionary	9,220.13
	Mediation and Conflict Training	5,092.82
	Ministry-SenecaRock/Circleville	25,001.00
	Strong Ministers' Program	136,346.55
	The Oasis (Ramkey) Project	20,856.24
	Total Cmte on Relational Ministry	199,589.00
	TOTAL	779,268.22

2021 NECROLOGY REPORT

Augusta Stone	Sam Harris Linda Livick Bob Mongold
Berkeley Springs	Violet Fox Paul Holmes
Bethany	William Floyd Richard Samples
Bethesda	Wallace H. Beckner James L. Clemmer
Broadway	Duane Startin
Buckton	Thelma Wines Bergit McDonald Jean Schlosser
Bunker Hill	Hughley Prince
Charles Town	Scott Murray
Clear Brook	Emma Jean Hockman Patricia Smith
Collierstown	Nelson Wilson Hall
Covenant	Richard Beard Jim Morrison Jim Painter
Elkton	Joyce Schumacher
Franklin	Ona Green Hedrick Lula Belle Kline Nancy Mowery Sites Eugene Wilson Hartman
Front Royal	Larry M. Funk Ben R. Lacy, III
Gerrardstown	Genevieve Pitzer Richard LeDane
Hebron	Nancy T. Cook
Hedgesville	Chester Dale Burt Ronald Sine, Jr.
Hermitage	Ronald F. Stratton
Ivanhoe	Joseph Crigger William Bill Wood
Loch Willow	John David Bright Elizabeth Ann Wilson Collins
Massanutten	Army Leggett Kitty Leggett Polly Wysor
McDowell	Sarah Samples

Middletown	James Isaac Brumback
Monterey	William K. Ellenburg
Mossy Creek	Henry David Hiveley Ernest Myers Reeves
Mount Olive	Shirley Elizabeth Lilly
New Monmouth	Sue Hotinger Jesse Mayew
New Providence	Brian H. Fredericksen William Miller
Nineveh	Sandi Ey
Opequon	Susan Lee Dorothy Walker Burneice Witt
Oxford	Patricia Glick Donald
Petersburg	Aletta Sears
Pines Chapel	Daniel Earl Myrtle
Romney	Richard Kizer Garrett Long
Slanesville	Glenn Crabtree
Staunton First	Shirley Dingledine Wayne Dingledine Jack Gilbert Dr. James Higgs
Staunton Third	Dorothy Desper Peters Boyd L. Snyder
Strasburg	Peggy Brooks Henry Dean
Union	Barbara Counts Naomi Christine Stogdale
Timber Ridge	Dr. William A. Peel
Tinkling Spring	Lillian Irene Lightner Bogan James Clayton Foster Jr Eugene Rodney Paxton Thomas Odell Ramsey Jr. William Gaylord Shaver Jr.
Tuscarora	Robert Jones Fred Keefauver Stuart McClung
Warrenton	Arthur Wheatley Palmer, Jr.
Waynesboro First	Leon Harouff Charles Poland
Waynesboro Second	Mary R. Fox Lila R. Mowry

Winchester First

Joseph William Brumback
Randy Bryant
Kenneth Fujishiro
Katherine Lynn
Terry Sinclair
Don Stewart

Westminster

Dr. James Douglas Deacon

Woodstock

Marian Bashaw French

Teaching Elders:

Charles Carlsson, Charles Norville, and Charles Reller



Keenan Rodgers
Church Consultant

m: 215-341-8143

kr Rodgers@pensions.org

We at the Board are working hard to support our ministers and employees of the Presbyterian Church (USA) in new and creative ways. If you have other ideas about how we can help, please let me know. I am happy to meet with presbytery and church committees to discuss your thoughts and hopes of how we can strengthen the benefits for your congregation.

The Board of Pensions is a national agency of the Presbyterian Church (U.S.A.), offering a broad range of benefits to PC(USA) churches, agencies, and mid councils, as well as affiliated employers.

Member/Employer Services: 800-773-7752, M-F 8:30-7:00pm EST

Assistance Program

Through the Assistance Program, the Board of Pensions provides need-based grants to help active and retired members of the Benefits Plan and their families. Extensive changes effective January 2022 expand support available broaden eligibility to include more ministers and employees of the PC(USA) and affiliated organizations. [Read more](#)

Care Navigation

Starting April 1, 2022, the Board of Pensions, in partnership with Quantum Health, is providing a new Medical Plan feature, Care Navigation. This feature helps members and their covered family members navigate their healthcare and use their medical benefits. Care navigation will be included in the PPO, EPO, and HDHP at no additional cost to members or employers. [Read more](#)

Other important information:

- **Diversity, Equity, and Inclusion:** We are taking tangible, intentional steps to ensure a workplace culture that inspires a sense of belonging. And we are continuing to actively engage throughout the Church to ensure access to benefits plans and programs that provide wholeness. [Read more](#)
- **Retirement Savings Program:** This 403(b)(9) plan can help participants build savings and achieve long-term retirement goals. When offered to church employees, you provide them with a savings tool — with both tax-deferred and Roth after-tax contribution features. [Read more](#)
- **Medicare Supplement Plan:** The plan has added Employee Assistance Plan and vision coverage mirroring that provided to active members of the Medical Plan with no extra cost. [Read more](#)
- **Effective Salary:** Most of the Board benefits are based on Effective Salary. Please make sure Effective Salaries are up to date on [Benefits Connect](#).



2022 Benefits That Serve the Church

SELECT OTHER BENEFITS

Flexibility and choice to build your own package for employees and ministers in non-installed positions

Included in package and employer required to offer
Pastor's Participation ~
Minister's Choice +

RETIREMENT PROGRAMS

Defined Benefit Pension Plan ● ~ +

This defined benefit plan offers financial security in retirement as guaranteed monthly income, funded through employer dues and investment earnings.

Retirement Savings Plan ● ~ cost may be shared

Our 403(b)(9) plan can help participants build savings and achieve long-term retirement goals, with pre-tax and Roth after-tax contribution features. *Fidelity Investments*

FINANCIAL PROTECTION PROGRAMS

Death and Disability Plan ● ~ +

A comprehensive plan that offers peace of mind and financial security through salary continuation, lump-sum death benefit, monthly benefit in the event of a long-term disability, and more, as well as supplemental coverages.

Term Life Plan ●

A low-cost coverage option available in tiers from \$5,000 to \$50,000, or an income-based benefit amount, one times a member's effective salary, available at a lesser cost than your employees likely could secure on their own.

Temporary Disability Plan ● ~ +

For a disability up to 90 days, this benefit provides employees with up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) after a 14-day waiting period. *Lincoln Financial Group*

Long-Term Disability Plan ●

This benefit offers financial protection during a long-term disability that extends beyond 90 days, providing a benefit of up to 60 percent of effective salary capped at the IRS maximum (\$285,000 in 2020) throughout their disability. *Lincoln Financial Group*

HEALTH PROGRAMS

Medical Plan ● ~

All three coverage options — a preferred provider organization (PPO), an exclusive provider organization (EPO), and a high deductible health plan (HDHP) — feature generous preventive care and prescription drug benefits, a telemedicine option, and Call to Health, our online well-being program. *Highmark Blue Cross Blue Shield*

Vision Eyewear Plan ● ~ cost may be shared

Save hundreds of dollars every year on the cost of eyeglasses, contacts, and more through this low-cost benefit. *VSP*

Dental Plan ● ~ cost may be shared

Provides coverage for a wide range of basic and major services and orthodontic treatment for children, saving members money on dental care and helping to support overall health and well-being. *Aetna*

TAX-ADVANTAGED ACCOUNTS

Flexible spending account: dependent care ●

Can be used to pay for eligible expenses for children under age 13 and certain older family members, such as in-home child care, before- and after-school programs, and adult day care. *Further*

Flexible spending account: healthcare ●

Pay for eligible medical, dental, and vision expenses, such as deductibles, copayments, and copay amounts — all with pretax dollars. *Further*

Health savings account ●

When offered along with the high deductible health plan (HDHP), these accounts can be used to pay for qualified healthcare expenses, including the annual HDHP deductible, copayments, dental treatments, and prescription drugs, for themselves or any eligible dependent. *Further*

Work requirement key

- 20 hours or more per week; no requirement for ministers in self-employed validated service
- 20 hours or more per week
- No hourly work requirement
- Requires participation in PC(USA) or other employer-sponsored plan



TH
OF



76%



pensions.org

COMMITTEE ON RELATIONAL MINISTRY (CRM)

I. FOR INFORMATION:

The Committee continues to meet monthly via Zoom.

II. ACTIONS TAKEN:

- A. Dissolved the pastoral relationship between the Keyser and Piedmont churches and Teaching Elder Tom Forbes effective November 30, 2021, pending congregational approval.
- B. Transferred Teaching Elder Elizabeth Stow to the Presbytery of Cherokee effective November 28, 2021, to serve as stated supply in Woodstock, Georgia.
- C. Transferred Teaching Elder Kelly-Ann Rayle to the Presbytery of the James effective January 23, 2022, to serve as Interim Associate Pastor at River Road Church.
- D. Revised procedures for visitation to sessions and pastors by approving a new document *Process for Regular Visitation by the Committee on Relational Ministry*.
- E. Received communications from the following sessions requesting a waiver of the limitation of terms of service for ruling elders on their sessions. CRM approved excusing them from the rotation of elders for 2022.

Berkeley Springs	Mt. Hope	Springfield
Burlington	Mt. Storm	Tomahawk
Clear Brook	New Providence	Union
Franklin	Ruddle	Zetta
Hedgesville	Second	
Little Falls	Opequon	

- F. Renewed the commissioned ruling elder contract between the Glen Kirk Session and CRE Isca Mitchell from January 1-December 31, 2022.
- G. Renewed the supply pastor contract between the Mt. Carmel Session and Honorably Retired Teaching Elder Sarah Hill from October 6, 2021-October 5, 2022.
- H. Renewed the supply pastor contract between the Tomahawk Session and Honorably Retired Teaching Elder John Cushwa from January 1-December 31, 2022.
- I. Renewed the supply pastor contract between the Zetta Session and Teaching Elder Stan Farthing from January 1-December 31, 2022.
- J. Renewed the parish associate contract between the Trinity Session, Parish Associate Gwen Carr, and Teaching Elder Stephanie Sorge from January 1-December 31, 2022.
- K. Renewed the commissioned ruling elder contract between the Little Falls Session and CRE Paul Wolverton from April 1, 2022-March 31, 2023.
- L. Renewed the commissioned ruling elder contract between the Slanesville Session and CRE Michele Elliott from January 1-December 31, 2022.
- M. Renewed the supply pastor contract between the Williamsville Session and Teaching Elder Helen “Punker” Robertson from January 1-December 31, 2022.
- N. Approved the request for CRE Judy Hensley (Union Church) to preside at Communion at Elkton Church Christmas Eve 2021.

- O. Renewed the temporary supply pastor contract between the Bethesda Session and Teaching Elder Fred Noll from February 9, 2022-February 9, 2023.
- P. Renewed the commissioned ruling elder contract between the Buckton Session and CRE Mark Johnson from February 25, 2022-February 24, 2023.
- Q. Renewed the temporary supply pastor contract between the Hot Springs Session and Teaching Elder Scott Conrad from March 1, 2022-March 1, 2023.
- R. Renewed the temporary supply pastor contract between the Nineveh Session and Teaching Elder Ed Dawkins from February 1, 2022-January 31, 2023.
- S. Approved the following FIRST READINGS:
 - Of the revised Sexual Misconduct Policy
 - Of the revised Background Check and Boundary Training Policy

COMMITTEE ON PASTORAL TRANSITION (CPT)

I. FOR INFORMATION:

The Committee continues to meet monthly via Zoom.

II. ACTIONS TAKEN:

- A. Sustained the examination of Teaching Elder Carl Pattison to serve as the interim pastor at Collierstown Church and received him as a member of Shenandoah Presbytery effective January 1, 2022.
- B. Approved the interim contract between the Collierstown Session and Teaching Elder Carl Pattison from January 1-December 31, 2022.
- C. Approved the parish associate contract between the Lexington Session, the interim pastor Tom Groome, and Honorably Retired Teaching Elder Betty Dax from November 22, 2021-until the pastoral transition is concluded.
- D. Approved the temporary supply contract between the McCutchen Session and the Rev. David Bain (Pentecostal) through June 26, 2022.
- E. Approved the extending the supply contract between the Augusta Stone Session and Teaching Elder Bill Reinhold through March 31, 2022.
- F. Sustained the examination of Teaching Elder John McDonald to serve as the interim pastor at Mt. Horeb Church.
- G. Approved adding Honorably Retired Dennis Burnett and Honorably Retired Joan Wilson to the supply list.
- H. Appointed Teaching Elder Kevin Channell to serve as moderator to Keyser Church.
- I. Sustained the examination of Teaching Elder Marina Gopadze, a member of Peaks Presbytery, who has received a contract to serve as temporary pulpit supply pastor of the Oxford Church.
- J. Approved the temporary supply pastor contract between the Oxford Session and TE Marina Gopadze from February 1-April 30, 2022.
- K. Approved the following ministry information forms and authorized Kim Stroupe to input the data onto the Church Leadership Connection web site:
Hebron – installed pastor
Lexington – installed pastor

COMMITTEE ON PRESBYTERY ADMINISTRATION (CPA)

“The purpose of the C.P.A. is to oversee the management of presbytery funds, property, and staff” (from *The Presbytery Manual*).

Members of the C.P.A.: Hannah Bush, Betsy Hay, Eric Hulett, Fletcher Hutcheson, Edwina Johansen, Jim Johns, Jim Lunde, Clayton Rascoe, and Harold Tongen

The C.P.A. held a Zoom meeting on October 21st. Heather Carter reported that 74% of the acceptance pledges from congregations had been received as of September 30th. Two members of the committee agreed to contact those congregations that pledged less than \$40 per member, or that made no pledge.

There was a brief discussion of the Barnabas Fund, which the C.P.A. has agreed to oversee. The fund exists “for emergency church repairs or maintenance work that is crucial to carry on the ministry of a congregation” (as stated on the presbytery’s website). Nancy Meehan Yao, Associate General Presbyter, mentioned that contributions to the Barnabas Fund may be made individually or through wills. Since its establishment, teaching elders of the presbytery have been encouraged to make annual contributions to the fund.

In other business, we heard a report on the possible sale of the presbytery office. Communication with an interested party is ongoing. The C.P.A. approved providing gift cards to the members of the presbytery staff as an end-of-year bonus.

Since our October meeting, various C.P.A. members have continued to work on the different projects and concerns with which we currently are involved. We have communicated via e-mail. We plan to meet again (virtually) on Thursday, January 20th.

At its last meeting, the Coordinating and Planning Commission (C.P.C.) formed a task group to come up with recommendations on what the presbytery should do in order to balance the annual presbytery budget without drawing from the Operating Endowment Fund, as we have done in recent years, and will not be able to do indefinitely. The C.P.A. had requested that C.P.C. do this. We respectfully ask C.P.C. to confirm the existence of that task group in this new year.

	2020	2022		2022	2022	per
	MEM	ACTUAL	2022	ACTUAL	%	MEMBER BY
CHURCH	BERS	ASKING	ACCEPT	RECEIVED	Paid	ACCEPTANCE
Augusta Stone	94	\$5,000.00	\$5,000.00	\$417.00	8%	\$53.19
Ben Salem	34	\$1,700.00				\$0.00
Berkeley Springs	56	\$2,870.42	\$2,700.00		0%	\$48.21
Berryville	144	\$9,000.00		\$750.00		\$0.00
Bethany	81	\$4,289.96	\$4,289.96		0%	\$52.96
Bethel	203	\$10,150.00				\$0.00
Bethesda	158	\$7,900.00	\$7,000.00		0%	\$44.30
Beulah	38	\$2,100.00	\$2,100.00		0%	\$55.26
Bloomery	45	\$2,250.00	\$1,000.00	\$1,000.00	100%	\$22.22
Bridgewater	97	\$4,850.00	\$1,800.00	\$1,250.00	69%	\$18.56
Broadway	37	\$2,500.00				\$0.00
Buckton	32	\$1,600.00	\$1,600.00		0%	\$50.00
Buena Vista	93	\$4,740.00				\$0.00
Buffalo Gap	10	\$544.39				\$0.00
Bunker Hill	96	\$4,800.00	\$4,800.00		0%	\$50.00
Burlington	21	\$1,206.98	\$1,206.98	\$1,206.98	100%	\$57.48
Burnt	26	\$1,300.00	\$200.00		0%	\$7.69
Charles Town	286	\$14,300.00				\$0.00
Circleville	32	\$1,800.00	\$1,800.00		0%	\$56.25
Clear Brook	16	\$812.12	\$812.12		0%	\$50.76
Collierstown	104	\$5,200.00				\$0.00
Cooks Creek	216	\$14,000.00	\$12,400.00	\$1,033.34	8%	\$57.41
Covenant	465	\$30,000.00	\$30,000.00	\$2,500.00	8%	\$64.52
Craigsville	16	\$800.00				\$0.00
Elk Branch	23	\$1,212.38	\$1,212.38	\$1,212.38	100%	\$52.71
Elkton	50	\$2,710.00	\$2,710.00	\$226.00	8%	\$54.20
Fairfield	38	\$1,979.60	\$1,980.00		0%	\$52.11
Falling Waters	111	\$6,517.00	\$5,550.00	\$543.04	10%	\$50.00
Finley Memorial	89	\$4,450.00				\$0.00

Information current as of 2/8/22 Blanks in 2022 Accept column indicate form was not returned

	2020	2022		2022	2022	per
	MEM	ACTUAL	2022	ACTUAL	%	member by
CHURCH	BERS	ASKING	ACCEPT	RECEIVED	Paid	acceptance
Franklin	61	\$4,000.00	\$4,000.00	\$350.00	9%	\$65.57
Front Royal	96	\$5,000.00	\$5,000.00	\$420.83	8%	\$52.08
Gerrardstown	46	\$2,300.00	\$2,300.00	\$2,300.00	100%	\$50.00
Glen Kirk	23	\$1,150.00				\$0.00
Goshen	23	\$1,150.00				\$0.00
Halltown	10	\$700.00				\$0.00
Hebron	136	\$6,800.00	\$6,800.00		0%	\$50.00
Hedgesville	36	\$1,800.00	\$1,800.00	\$450.00	25%	\$50.00
Hermitage	48	\$3,346.28				\$0.00
Highland Memorial	60	\$3,266.34				\$0.00
Hot Springs	39	\$1,950.00	\$1,200.00		0%	\$30.77
Immanuel	16	\$1,250.00				\$0.00
Ivanhoe	36	\$1,800.00		\$117.00		\$0.00
Keyser	77	\$3,850.00				\$0.00
Lexington	373	\$24,700.00	\$18,650.00		0%	\$50.00
Little Falls	15	\$750.00				\$0.00
Loch Willow	86	\$5,300.00	\$5,000.00		0%	\$58.14
Martinsburg First	120	\$0.00				\$0.00
Massanutten	402	\$20,100.00	\$20,100.00	\$1,675.00	8%	\$50.00
McCutchen	15	\$750.00				\$0.00
McDowell	64	\$3,200.00		\$50.00		\$0.00
Middletown	24	\$1,237.25	\$1,237.25	\$250.00	20%	\$51.55
Millboro	33	\$1,650.00		\$750.00		\$0.00
Monterey	50	\$2,500.00	\$2,500.00		0%	\$50.00
Moorefield	176	\$8,800.00	\$8,400.00	\$700.00	8%	\$47.73
Mossy Creek	112	\$5,600.00	\$3,200.00		0%	\$28.57
Mt. Carmel	76	\$3,800.00	\$3,800.00		0%	\$50.00
Mt. Hope	19	\$989.80	\$989.90		0%	\$52.10

CHURCH	2020 MEM BERS	2022 ACTUAL ASKING	2022 ACCEPT	2022 ACTUAL RECEIVED	2022 % Paid	per member by acceptance
Mt. Horeb	130	\$7,500.00	\$3,000.00		0%	\$23.08
Mt. Joy	14	\$700.00	\$700.00		0%	\$50.00
Mt. Olive	105	\$5,250.00	\$5,250.00		0%	\$50.00
Mt. Storm	21	\$1,500.00	\$1,500.00		0%	\$71.43
New Monmouth	94	\$5,000.00	\$4,700.00		0%	\$50.00
New Providence	115	\$5,750.00	\$5,750.00	\$960.00	17%	\$50.00
Nineveh	40	\$2,000.00		\$137.50		\$0.00
Olivet	104	\$5,200.00	\$50.00		0%	\$0.48
Opequon	509	\$32,000.00	\$32,000.00	\$2,666.63	8%	\$62.87
Oxford	138	\$6,978.09	\$6,978.09	\$1,744.52	25%	\$50.57
Petersburg	74	\$3,909.71	\$3,909.71	\$325.81	8%	\$52.83
Piedmont	36	\$5,460.00	\$3,600.00	\$300.00	8%	\$100.00
Pines Chapel	53	\$5,180.00				\$0.00
Rocky Spring	14	\$700.00	\$500.00	\$500.00	100%	\$35.71
Romney	84	\$4,200.00				\$0.00
Ruddle	13	\$677.46	\$677.46	\$677.46	100%	\$52.11
Second Opequon	40	\$2,200.00	\$2,200.00		0%	\$55.00
Seneca Rocks	34	\$1,831.13	\$1,831.13	\$1,831.13	100%	\$53.86
Shepherdstown	313	\$16,320.50				\$0.00
Slanesville	13	\$650.00		\$22.92		\$0.00

	2020	2022		2022	2022	per
	MEM	ACTUAL	2022	ACTUAL	%	member by
CHURCH	BERS	ASKING	ACCEPT	RECEIVED	PAID	acceptance
Smyrna	70	\$3,800.00	\$3,800.00		0%	\$54.29
Springfield	13	\$1,000.00	\$1,000.00		0%	\$76.92
Staunton First	136	\$6,800.00	\$6,800.00		0%	\$50.00
Staunton Second	116	\$5,800.00		\$292.00		\$0.00
Staunton Third	87	\$4,350.00	\$750.00		0%	\$8.62
Strasburg	71	\$3,550.00	\$500.00		0%	\$7.04
Sunnyside	37	\$1,850.00				\$0.00
Tabler	30	\$1,500.00	\$1,500.00	\$125.00	8%	\$50.00
Timber Ridge	104	\$7,000.00				\$0.00
Tinkling Spring	406	\$20,300.00	\$13,000.00		0%	\$32.02
Tomahawk	22	\$1,100.00	\$1,100.00		0%	\$50.00
Trinity	173	\$12,500.00	\$12,500.00		0%	\$72.25
Tuscarora	139	\$6,950.00	\$6,950.00	\$579.16	8%	\$50.00
Union	23	\$1,150.00	\$750.00	\$62.50	8%	\$32.61
Wardensville	16	\$2,500.00	\$2,500.00		0%	\$156.25
Warrenton	450	\$23,261.00	\$22,261.00	\$1,856.00	8%	\$49.47
Waynesboro First	106	\$5,613.24	\$5,300.00		0%	\$50.00
Waynesboro Second	62	\$3,563.28	\$3,563.28	\$296.94	8%	\$57.47
Westminster	265	\$13,250.00	\$5,000.00	\$420.84	8%	\$18.87
Williamsville	15	\$750.00				\$0.00
Winchester First	829	\$41,918.03	\$41,918.03	\$3,495.00	8%	\$50.56
Woodstock	156	\$8,165.85		\$680.49		\$0.00
Zetta	15	\$750.00				\$0.00
TOTALS	10,268	\$558,750.81	\$375,477.29	\$34,175.47		
		(1)	(2)			
2/14/2022	(2022 budget based on		\$ 583,198.72	67%	of churches returned	
	minus investment income		\$ 69,500.00		acceptance letter	
(1) Total asking for churches			\$ 513,698.72			
(2) Total amount of returned acceptances				9%	of acceptances have been	
					collected as of	2/8/2022

Camp Paddy Run, Inc. 2019 2020 2021 up to Oct 31



INCOME

Donations & Grants	\$	759.00	\$	5,397.67	\$	8,435.00
Rental Income	\$	5,145.00	\$	6,156.00	\$	5,352.88
Withdrawal from Investment	\$	24,888.00	\$	4,000.00	\$	5,000.00
TOTAL INCOME:	\$	30,783.00	\$	15,553.67	\$	18,787.88

EXPENSES

Utility-electric	\$	2,059.53	\$	2,645.56	\$	2,213.68
Utility- phone	\$	610.95	\$	611.62	\$	82.81
Utility- heating oil	\$	1,529.65	\$	-	\$	748.51
Contract Labor:						
Cleaning	\$	1,225.50	\$	1,663.25	\$	1,837.35
Mowing	\$	748.00	\$	775.00	\$	-
Pool	\$	225.00	\$	330.00	\$	375.00
Director	\$	-	\$	565.28	\$	-
Capital Improvements	\$	13,747.35	\$	5,989.03	\$	5,117.87
Maintenance-general	\$	1,604.54	\$	309.90	\$	1,962.50
Maintenance- pool	\$	317.22	\$	946.63	\$	783.15
Marketing						
website	\$	343.38	\$	425.40	\$	281.53
Director Expenses- office	\$	135.27	\$	106.88	\$	186.53
Executive Expenses	\$	4,125.46	\$	104.82	\$	316.79
Outreach- donations			\$	500.00	\$	-
Insurance	\$	2,469.00	\$	4,966.85	\$	2,559.00
Programs: deficit or overage		797.47		-719.87		-714.83
overage shown as a negative value so that it deducts from the expense total.						
TOTAL EXPENSES:	\$	29,938.32	\$	19,220.35	\$	15,749.89

Members of Presbytery-

Attached you will find a 3-year summary of our income and expenses for Camp Paddy Run, as of October 31, 2021.

Below is a brief narrative giving fuller understanding to the variances in some budget categories.

INCOME

The Board of Directors was elated to finally cross the finish line and receive our 501(c)3 status on September 5, 2019. However, the delay in receiving this status stifled our ability to fundraise in 2019. Furthermore, there were several urgent projects that needed completion just to get the camp up to an operable condition. This year we leaned heavily on our investment withdrawals to achieve our goals—aimed at improving camper experience and attracting new renters.

With 2019 behind us, the past 2 years we have seen a steady stream of renters as well as an increase in donors and grant money.

EXPENSES

Utilities

One of our first cost-savings measure was to terminate our on-site telephone service. Costing us \$600 a year, the board felt this was underutilized and not necessary.

Contract Labor

Though we have budgeted for each of these categories, grass-cutting has often been a volunteer effort, as well as the position of Director. In 2020 an in-kind gift of a new laptop was given to the director in order that she may fulfill her duties more efficiently.

Capital Improvements

As mentioned earlier— this was one of the categories with the greatest variance. FY 2019 saw the largest influx of capital to achieve many improvements: an upgrade to the old arts & crafts hut to a four-season bunkhouse complete with insulation, vinyl flooring, lights, fans, heat and A/C. New washer and dryer units were purchased for the lodge, and a gaga ball pit was added to the camp's recreational offerings.

For 2020 we completed the new bunkhouse with the purchase of new mattresses and bunkbeds. With this project complete, our attention turned back to the lodge— adding new vinyl flooring and mobile air conditioning unit upstairs, and purchasing new fire and safety equipment for the structures throughout the camp.

The largest expense for 2021 came at the end of the previous year when we identified the need for a new pool liner. That along with pool filter and well maintenance comprised the bulk of our expenditures this past year. In addition, a new fridge/ freezer and more mattresses were also purchased.

Although pool maintenance has its own budget category, it should be noted that capital expenditures are for any items or services priced over \$500 or not considered a typical yearly expense. The pool maintenance category covers things like chemicals, cleaning, water testing, and equipment like hoses and vacuums.

Executive Expenses

This category generally covers all board related expenses including lunches for meetings and work days, tax prep and banking fees, and membership dues. However, the initial 2019 amount of \$4125 was due to the cost of filing our 123 paperwork. This included fees, inspections, certified mailings and paying YHB to process this paperwork.

Insurance

It should be noted that our annual insurance cost is about \$5,000 per year. For 2019, we were not granted our policy until we had our tax-exempt status. Payments fall every 6-months in May and November. For 2019, only one payment was made when we began the policy. For the current year, the second payment has not been made as of yet.

Programs– overage or deficit

Camp Paddy Run hosts several events every year including June's Day Camp for grades 1-12, Adventure Camp in July for 7-12 graders, and Fall and Winter Retreats. Ideally, registration fees will cover the cost of every event, however with scholarships readily given to families who cannot pay, the board decided to include some room for overages in the event expenses outpace the registration fees.

For both 2020 and 2021, donations of both money and in-kind gifts dramatically lessened our food and activity expenses for Adventure Camp (our most costly program) and caused us to have a budget surplus in this category.

Regarding: Sale of Presbytery Property and Presbytery Office Relocation

Beginning in 2015, Shenandoah Presbytery recognized that maintaining its property at 1111 N. Main Street, Harrisonburg, VA would create long term concerns for the Presbytery. The structure was aging and would need major improvements such as exterior painting and a new roof. And the grounds were large with the ongoing need for lawn care, tree maintenance and snow removal. CPA was tasked with selling the property and re-imagining another location for the offices.

The services of Jeff Robb with Lee & Associates Commercial Real Estate were engaged.

The major steps taken to date:

October 25, 2015	Property initially listed for sale at \$995,000
June 22, 2018	Lot sold to Dollar General for \$276,667
February 2, 2021	CPA reduced price for remaining lot to \$829,000

In the spring of 2021, CPA paused to ask a simple, yet profound, question:

“With no serious offers being made in one of the hottest real estate markets in American history, might the Holy Spirit be nudging us to consider other options for the property?”

A subgroup of CPA members and Presbytery staff (Bronwen Boswell, Betsy Hay, Ann Held and Clayton Rascoe) were asked to explore how the property might be used in mission to the “least of these” in the Harrisonburg and Rockingham County area. They hosted a series of three open houses at the property that were attended by representatives from United Way of Harrisonburg & Rockingham County, Faith in Action, Harrisonburg City Manager’s office and over ten different nonprofit organizations.

Subsequently, two significant actions occurred:

- The board of directors of a local nonprofit, Open Doors, voted to “engage in negotiations with Shenandoah Presbytery regarding the property at 1111 N. Main Street with the goal of a favorable purchase. The potential purchase of this property is for the intent of establishing a long-term, 12 month, low-barrier shelter to alleviate homelessness in the City of Harrisonburg and Rockingham County.”
- Harrisonburg City Council approved the designation of \$326,000 from CARES Act funds for the purpose of purchasing property and/or services for a low-barrier homeless shelter.

Jeff Robb has now successfully negotiated a Draft Purchase and Sale Agreement between the Presbytery of Shenandoah and the City of Harrisonburg for the property at 1111 N. Main Street, Harrisonburg, VA.

CPA brings the following recommendations:

Recommendation 1: The Presbytery of Shenandoah authorize the sale of the Presbytery office property located at 1111 N Main St, Harrisonburg, VA 22802 to the City of Harrisonburg for the sum of \$700,000 according to the Purchase and Sale Agreement included with the Presbytery Packet. (See pages 34-38)

Explanation: CPA is pleased that the combination of the sale to Dollar General and the proposed sale to the City of Harrisonburg approximates the desired sale price established in 2015. Highlights of the proposed agreement with the City of Harrisonburg include:

- Price of sale = \$700,000 (note: assessment value of \$993,000; listed for \$829,000; initial offer from City of \$500,000)

- Contingencies:
 - the purpose of the property will be restricted to providing services to persons who are homeless, for a minimum of 10 years
 - both parties will approve before March 1st by signing the agreement (note: City Council will vote on February 22 and Presbytery will vote on February 26)
 - there will be a 30 day inspection period following the signing
 - closing will take place within 30 days of end of inspection period
 - Presbytery may lease the property back until May 7th if necessary
 - a non-profit whose purpose is helping homeless persons may go ahead and begin using the property upon closing (note: or earlier if agreement is reached directly with Presbytery)

CPA feels that this agreement honors the mission and ministry of the Presbytery of Shenandoah. The sale of the property for this specific purpose becomes an act of response to our Matthew 25 calling: *“For I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me.”*

This sale is presented to Shenandoah Presbytery after prayerful discernment, listening carefully to where the Holy Spirit led us and opening ourselves to new possibilities to be the Body of Christ in the world.

Recommendation 2: The Presbytery of Shenandoah move their offices to Massanetta Springs Camp and Conference Center at 712 Massanetta Springs Rd, Harrisonburg, VA 22801, and that the General Presbyter, after approval from CPA, be empowered to enter a lease and negotiate a move-in date to secure those offices for a minimum of a three-year period.

Explanation: Over the past several years, Jeff Robb has shown various commercial rental properties to members of CPA for their review. Criteria for a new space included remaining in the greater Harrisonburg area; physical accessibility; availability of meeting space; reasonable expenses.

Robb advised the group that commercial rental properties with the Presbytery's needed amenities are priced between \$14-\$20/sq ft. (For a 2000 sq ft office, the price in this market would run from \$28,000 to \$40,000 annually.)

CPA also reviewed office operating and maintenance expenses on our current property and average expenses over the past five years have been \$27,000/annually. Entering into a rental agreement fixes the cost to the Presbytery, limiting our exposure to expensive capital needs of maintaining an aging property.

After careful discernment, CPA recommends Massanetta Springs Camp and Conference Center as its top choice for a relocation of the office. This location optimizes denominational connections and relationships, is easily accessible, offers appropriate office square footage and amenities, is visible and welcoming on the Massanetta Springs campus and is reasonably priced for our needs.

The Executive Committee of Massanetta Springs Camp and Conference Center has already approved its Executive Director to enter into a lease with the Presbytery of Shenandoah. Highlights of a proposed lease include:

- Annual rental of \$34,000 (\$2,833 monthly) that includes exclusive use of the Kinnaird Tower office space, approximately 2,000 sq.ft., as well as water, sewer, electricity and trash removal
- Preapproval to make cosmetic interior renovations to the space at Presbytery's expense. Structural changes may be made only with permission from Executive Committee of the Board of Directors
- To provide all needed meeting space at no cost for one meeting a year of the Shenandoah Presbytery if the presbytery desires
- To make larger meeting space available where the Massanetta Springs calendar allows for a nominal cleaning fee; meetings of up to eight persons can be accommodated in the leased office space
- Option to arrange appropriate signage and parking spots

Recommendation 3: The proceeds from the sale of the Presbytery office be allocated to cover moving and renovation expenses of the new Presbytery offices. Remaining funds will be invested for the benefit of the mission and ministry of Shenandoah Presbytery.

Explanation: There will be unbudgeted expenses related to relocating the Presbytery offices and minor remodeling or renovations to optimize the functionality of the space. Presbytery staff are working to arrive at an estimate of these expenses. CPA would like time to study various options for investing the proceeds and can report back to Presbytery with additional details.

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (this "Agreement") is made as of the Effective Date, as defined herein, between **Shenandoah Presbytery Corporation** ("Seller"), and **The City of Harrisonburg** ("Purchaser"). In consideration of the mutual covenants and representations herein contained, Seller and Purchaser agree as follows:

1. **Effective date:** The Effective Date shall be the date this Agreement, or counterparts thereof, has been signed by both Seller and Purchaser.
2. **Purchase and Sale:** Subject to terms and conditions of this agreement, Seller agrees to sell and convey to the Purchaser, and Purchaser agrees to purchase from Seller the real property in City of Harrisonburg, Virginia, being tax map parcel(s) 41-E-2 comprised of 3.684 acres, more or less, as described on **Exhibit 1**, together with all improvements and fixtures thereon and appurtenances thereto (the "**Property**").
3. **Purchase Price:** The purchase price ("the Purchase Price") for the Property is Seven Hundred Thousand Dollars (\$700,000.00).
4. **Earnest Money:** Within ten days of the Effective Date, the Purchaser will make an earnest money deposit with Lee & Associates of One Thousand Dollars (\$1,000). The earnest money shall be held and applied in conformity with the regulations of the Virginia Real Estate Board. Pursuant to such regulations, if the sale of the Property is consummated, then the earnest money shall be paid to Seller and applied to the payment of the Purchase Price. If Purchaser terminates this Agreement in accordance with any right to terminate granted by this Agreement, the earnest money shall be immediately returned to the Purchaser, and no party shall have any further obligations under this Agreement except those stated to survive termination. In the event the sale of the Property is not consummated due to a default by Purchaser, the earnest money shall be delivered by Lee & Associates to Seller, and no party shall have any further obligations under this Agreement except those stated to survive termination.
5. **Inspection Period:** Purchaser shall have 30 days after the Effective Date (the "**Inspection Period**") to conduct regarding the Property such tests, feasibility studies, surveys, inspections and reviews of the due diligence materials provided by Seller as Purchaser chooses to conduct, and to review title, survey and environmental letters, geological and engineering studies including but not limited to test bores for soil analysis. Seller hereby agrees to allow Purchaser and its agent's access to the Property to conduct these studies. If Purchaser determines that the Property is, for any reason, unsuitable for its purposes, Purchaser may terminate this Agreement without incurring any cost or liability by submitting written notice of termination to Seller on or before the last day of the Inspection Period.
6. **Subdivision Approvals:** If any subdivision approvals are required for the Property to be conveyed to Purchaser, such subdivision approvals shall have been obtained by Seller at and as of the Closing Date.
7. **Seller's Documents:** Seller agrees to provide to Purchaser within 5 days of the Effective Date a copy of any environmental reports, soil studies, building inspection reports, or any documents within Seller's possession or control pertaining in any way to the condition or of defects to the Property, including a copy of the Seller's most recent title insurance policy for the Property ("**Seller's Documents**"). Seller shall have a duty to supplement Seller's Documents if at any time Seller receives additional documents prior to the Closing Date, as herein defined.

8. Closing:

- (a) Closing: The closing (“Closing”) shall be held at a location of Purchaser’s choice, on or before 30 days following the expiration of the Inspection Period, or any extension thereof, (the “Closing Date”) unless the parties mutually agree upon another place or date.
- (b) Closing Documents: At Closing, Seller shall deliver the following to Purchaser:
- (i) A Special Warranty Deed (“the Deed”) executed by Seller conveying good and marketable title to the Property to Purchaser, free and clear of all liens, but subject to easements and other matters of public record;
 - (ii) If requested by closing agent, a Form 1099-S and Virginia Form R-5 evidencing the Seller’s federal tax identification number, state of formation, and other pertinent information for tax reporting purposes;
 - (iii) An industry standard owner’s affidavit, executed and sworn to by Seller;
 - (iv) A settlement statement;
 - (v) Such resolutions and certificates as may be required by Purchaser’s Title Company to evidence the due authorization of the execution and performance of this Agreement and the documents to be delivered pursuant hereto, Seller’s organizational documents, and such other documents as may reasonably be required by Purchaser’s Title Insurance Company in order to consummate the sale of the Property to Purchaser and insure title.
- (c) Payment of Purchase Price: At Closing, Purchaser shall deliver to Seller the Purchase Price by cash, certified check, cashier’s check, or wire transfer of immediately available funds (taking into account credit for the earnest money.).
- (d) Proration: All real estate taxes with respect to the Property for the year in which the Closing occurs shall be prorated as of the Closing Date, with the exception that Purchaser shall be responsible for roll back taxes pertaining solely to the Property by virtue of its receiving a reduced land-use assessment.
- (e) Possession: Possession of the property shall be delivered to Purchaser at closing broom clean, free and clear of leases and parties in possession; however, the parties agree to enter into a lease agreement permitting the Seller to maintain its offices in the house located on the Property until May 7, 2022. The lease shall provide that the Purchaser may provide office and storage space to an agency or non-profit providing services to individuals experiencing homelessness, but such lease shall not unreasonably interfere with the Seller’s use of the Property. The lease between the Seller and Purchaser shall not require rent to be paid but will require the Seller to pay all utilities associated with the Seller’s use and to be responsible for any damages to the Property caused by Seller.
- (f) Closing Costs: Except as otherwise expressly provided herein, Seller shall pay, on the Closing Date, the Virginia grantor’s tax, fees for recording any lien releases, and the real estate commission payable to Lee & Associates herein provided. Purchaser shall pay on the Closing Date, all recording costs other than the Virginia grantor’s tax and release fees, and all other normal and customary charges regarding the closing.

9. Corporate Authority: As a condition precedent to each party’s obligation to proceed to closing, both parties must complete the appropriate corporate and legal procedures to authorize the transactions contemplated in this Agreement by March 1, 2022, and each party agrees to diligently pursue all

required approvals by such date. In the case of the Seller, such compliance shall include approval by the Shenandoah Presbytery. In the case of the City, such compliance shall include approval by the Harrisonburg City Council at a duly called meeting. If a party fails to obtain required approvals by March 1, 2022, despite its diligent efforts, the other party may elect to grant an extension or may elect to terminate this Agreement in which event the earnest money shall be refunded to Purchaser.

10. Covenants for Use of Property: The deed of conveyance for the Property from the Seller to the Purchaser shall contain a legally binding covenant that for ten years from the date of closing the Purchaser shall use the Property to provide services to individuals experiencing homelessness. The covenant will also allow Purchaser to use the Property for any additional governmental services at Purchaser's discretion. This covenant shall be deemed a personal covenant to the Seller, not assignable by Seller, and shall be binding on successor owners of the Property but shall not run with the land.

11. AS IS: CONVEYANCE OF THE PROPERTY TO PURCHASER AT CLOSING SHALL BE "AS IS" WITH ALL FAULTS. PURCHASER ACKNOWLEDGES AND AGREES THAT, EXCEPT TITLE WARRANTIES TO BE SET FORTH IN THE CONVEYANCE DEED, SELLER HAS NOT MADE AND EXPRESSLY DISCLAIMS ANY REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS OR GUARANTEES OF ANY KIND OR CHARACTER WHATSOEVER, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, WITH RESPECT TO (i) THE VALUE, NATURE, QUALITY OR CONDITION OF THE PROPERTY FOR THE USES THAT PURCHASER MAY CONDUCT THEREON; (ii) THE SUITABILITY OF THE PROPERTY FOR THE USES THAT PURCHASER MAY CONDUCT THEREON; (iii) THE PROPERTY'S COMPLIANCE WITH APPLICABLE LAW, INCLUDING WITHOUT LIMITATION, ENVIRONMENTAL PROTECTION, POLLUTION OR LAND USE LAWS, RULES, REGULATIONS, ORDERS OR REQUIREMENTS; (iv) THE HABITABILITY, MERCHANTABILITY, MARKET ABILITY, PROFITABILITY OR FITNESS FOR A PARTICULAR PURPOSE OF THE PROPERTY; OR (V) ANY OTHER MATTER WITH RESPECT TO THE PROPERTY. THE PROVISIONS OF THIS PARAGRAPH SHALL SURVIVE THE CLOSING.

12.

12. Risk of Loss

- (a) Casualty: If the property suffers any damage prior to Closing from fire or other casualty, Purchaser may either (i) terminate this Agreement or (ii) consummate the closing in which event the proceeds of any insurance covering such damage, up to the amount of the purchase price shall be assigned to Purchaser at closing.
- (b) Condemnation: If prior to closing, action is initiated or threatened to take any of the Property by eminent domain proceedings or by deed in lieu thereof, Purchaser shall have ten (10) days from written notice of such event from Seller to advise Seller that it intends to (i) terminate this agreement or (ii) consummate the closing, in which event the award of the condemning authority shall be assigned to Purchaser at the closing.

13. Default

- (a) Breach by Seller: If Seller breaches this Agreement, Purchaser may terminate this Agreement and receive immediate return of the earnest money, in addition to all other remedies available to Purchaser at law or in equity.
- (b) Breach by Purchaser: If Purchaser breaches this Agreement, Seller shall be entitled to retain the earnest money, in addition to all other remedies available to Seller at law or in equity.

14. Miscellaneous

- (a) Notice: Any notice pursuant to this agreement must be in writing and shall be effective: (i) on the date of actual receipt by the addressee, if sent by delivery, electronic mail, or facsimile, or (ii) on the third day after deposit with the U. S. Postal Service, postage prepaid and properly addressed. If mailed or (iii) when the attempted initial delivery is refused or when it cannot be made because of a change of address of which the sending party has not been notified. Either party may change its address for notification by giving notice to the other party.

IF TO SELLER:

Jeff Robb, Senior Vice President
Lee & Associates
10070 Mount Zion Road
Linville, VA 22834
Jeffreymrobb@gmail.com

IF TO PURCHASER:

Chris Brown, City Attorney
409 South Main Street
Harrisonburg, VA 22801
Chris.Brown@Harrisonburgva.gov

- (b) Real Estate Commission. Neither Seller nor Purchaser has contacted any real estate broker, finder or similar person in connection with the sale or purchase of the property, and each party represents and warrants to the other that no broker commissions, finder fees or similar compensation are due or owing to any person or entity as a result of such party's actions, **EXCEPT** Lee & Associates who represents the Purchaser, to whom Seller shall pay, at closing, a commission of 5% of the purchase price.
- (c) Entire Agreement: This Agreement embodies the entire agreement between the parties relative to the property and its conveyance from Seller to Purchaser.
- (d) Amendment: This agreement may be amended only by a written instrument executed by the party or parties to be bound thereby.
- (e) Headings: The captions and headings used in this Agreement are for convenience only and are not intended to amplify or modify the provisions of this agreement.
- (f) Governing Law: This Agreement shall be governed by the laws of the Commonwealth of Virginia and the applicable federal laws of the United States.
- (g) Successors and assigns: This agreement is assignable and shall bind and inure to the benefit of Seller and Purchaser and their respective successors and assigns.
- (h) Attorney's Fees: If it becomes necessary for either party to file a suit to enforce this Agreement, the party prevailing in such suit shall be entitled to recover, in addition to all other remedies or damages as herein provided, reasonable attorney's fees and costs incurred in such suit.
- (i) Construction: Each party waives any common law or statutory rules of construction providing that this Agreement should be interpreted against the drafter and agrees that this Agreement should be interpreted according to the fair meaning of its language.
- (j) Waiver: Any waiver of any provision of this Agreement must be in writing, and any waiver by any party of a breach of any provision of this Agreement shall not operate as or be construed to be a waiver of any other breach of that provision or of any other breach of any other provision of this Agreement. The failure of a party to insist on a strict adherence to any term of this Agreement on one or more occasions will not be considered a waiver or deprive that party of the right thereafter to insist upon strict adherence to that term or any other term of this agreement.

WITNESS, the following signatures and seals.

SELLER:

Shenandoah Presbytery Corporation

By: _____

Its: _____

Date: _____

PURCHASER:

City of Harrisonburg, Virginia

By: _____,

Its: City Manager

Date: _____

EXHIBIT 1
Legal Description of Property

That certain lot as shown on the City Block Maps on Sheet 42, Block E, Parcel 2, and being more particularly described as that lot, containing 3.684 acres, more or less, situated at 1111 North Main Street in the City of Harrisonburg, and being shown and designated as Lot 2 (Remainder) on a plat made by James A. Patton, L.S., entitled "Minor Subdivision of Tax Map #41-E-2," which is recorded in the Clerk's office of the Circuit Court of Rockingham County, Virginia, in Deed Book 5004 at Page 121.

FOR INFORMATION ONLY REPORTS

Committee on Preparation for Ministry (CPM)

“The purpose of the Committee on Preparation for Ministry of Shenandoah Presbytery and the Presbyterian Church (U.S.A.) is to provide the best possible leadership for the church by assuring that persons called to the ordered ministry of teaching elder are firm in their faith in Christ, assured of their call to serve God and the church as a teaching elder, and receive the fullest personal and professional preparation for this office.”

As of Feb 16, 2022, Shenandoah Presbytery’s CPM has 10 souls under care, and 3 active members. *We suggest nominations of ruling elders who are comfortable with adult-level theological education and/or Sunday school, asking challenging questions and some debate. Anyone interested in nurturing adult discernment, and folks with an ability to keep forms and timelines organized would also be appreciated.*

Recent actions:

- + add an additional review session to the required psychological testing
- + Moved Candidate Kelley Connelly to “ready to receive a call” upon successful completion of an Alternative Bible Content Exam

Future meetings - Mar 9, Apr 13, May 11, June 8, Aug 10, Sept 14, Oct 12, Nov 9

Please pray for our Inquirers and Candidates: Terry Crickenberger; Becky Wszalek; Hannah Altmann, Benjamin Kent, Cassandra Semler, Kimberly Shank, Deborah Romano, Chance Snell, Mark Dewey, Kelley Connelly

Information about the Care process can be found here:

https://drive.google.com/drive/folders/1mrrmlFBAe2q0fyI23G7C72PcSM_tcDRiy?usp=sharing

Coordinating and Planning Commission (CPC)

I. FOR INFORMATION:

The CPC met via Zoom on January 25 and heard reports from all committees.

II. ACTIONS TAKEN:

- A. Moved the current relationship with Camp Paddy Run from the Committee on Educational Resources to the Committee on Presbytery Administration.
- B. Endorsed the grant application from Massanetta Springs for their Keep Awake Retreat.
- C. Approved sending the Bridgewater Church grant application to the Synod of the Mid-Atlantic. (HVAC and flooding repairs)
- D. Designated the offering taken at the February 26 Presbytery Meeting to Open Doors.

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