

1. Communion: First Sunday in Advent – November 27. Elders scheduled:

1	Chuck Blackley	4	Jerry Fry	P: Brown/Bibens
2	Debby Bibens	5	James Mader	
3	Frank Brown	6	Barbara Daugherty	

2. Shenandoah Presbytery Corporation Investments. The annual report of the performance of our investments managed by the Shenandoah Presbytery Corporation for fiscal year 2011 (July 1, 2010 - June 30, 2011) has been received. Our investments made money again this past year, but the performance of the markets has been turbulent since July. A partial 2011 Investment Report is included in the papers for tonight's meeting.

3. Thanksgiving Eve Service. It is our turn to host the joint Thanksgiving Eve Service with First Church this year. The service will begin at **7:00 p.m.** on November 23, in the sanctuary. This is a change from our usual start time of 7:30 for evening services. First usually has choir rehearsal after the service, so this gives them the opportunity to do so a bit earlier.

4. Communion Schedule for 2012. Recommended dates – *decision needed on January 2012 date:*

2012	February 26.....	Lent (First Sunday)
	April 5.....	Maundy Thursday
	May 27.....	Pentecost
	August 5.....	Summer
	October 7.....	World Communion
	December 2.....	First Sunday in Advent
	December 24 (Monday).....	Christmas Eve
2013	January 6.....	New Year / Epiphany

5. Advent - Christmas Schedule.

- Sunday, November 27: First Sunday in Advent -- Communion, and Hanging of the Greens Lunch and decorating after worship
- Saturday, December 10: Salvation Army kettle detail, Kroger's, 9:00 AM - 8:00 PM
- Sunday, December 11: Christmas Joy Offering Church Night -- program by the Mission Committee and Choirs
- Sunday, December 18: Christmas Cantata presented by the Chancel Choir
- Saturday, December 24: Christmas Evening Candlelight Service, with the Sacrament of the Lord's Supper (7:30 p.m.)
- Sunday, December 25: Christmas Day worship
- Sunday, January 1: New Year's Communion

UNFINISHED BUSINESS

New Form of Government implications.

A. **Congregation issues – bylaws.** There are a few items that impact our bylaws for congregational meetings, etc. The bylaws need to be edited for changed *Book of Order* references, which can be done editorially. Action by the congregation is needed where changes are suggested.

- **Quorum** – currently, our bylaws state: “A quorum of all meetings of the congregation shall be ten percent of the active membership of the congregation. (G-7.0306)” – B-1.0207. *The Book of Order reference is obsolete and should be dropped. No other change is currently needed.*
- **Required Notice** – currently, our bylaws state: “Notice of meetings of the congregation shall be published in the church newsletter the month of the meeting. Notice shall also be published in the Sunday worship bulletin, with announcement from the pulpit, on two Sundays prior to the meeting.” – B-1.0204. *This needs some alteration, as we no longer publish a newsletter. We should say something like this:*

Notice for meetings of the congregation shall be published in the Sunday worship bulletin during the month when the meeting is scheduled, with specific mention during the concerns of the congregation on the Sunday prior to and of the meeting. Notice shall also be given on the church web site (home page and calendar), and by email the week of the meeting. Special meetings may be called with seven (7) days notice, using the above-mentioned means of notification.

- **Parliamentary Authority** – a new section, B-1.0208, should be added to state: “Meetings shall be conducted in accordance with the most recent edition of *Robert’s Rules of Order, Newly Revised.*”
- **Nominations Process** – current B-1.0602 should be stricken, and the following substituted in its place (italics are where changes occur):

The Nominating Committee shall be composed of five members: two (2) Elders elected by the Session, *who shall serve as chairperson and vice chairperson*, and three (3) from the congregation, *chosen in the following manner: one person nominated by Presbyterian Women, one person nominated by the music ministry (choirs), and one person nominated by the Lucille Sanger Sunday Bible Study Class. One (1) alternate will be nominated from the floor during the annual meeting where the members of the nominating committee will be confirmed.* No member of the committee shall serve more than three years consecutively. The Pastor shall be an ex officio member, with voice but not vote. At the October meeting of the congregation, the Nominating Committee shall submit a slate of nominees for all offices to be filled. The nominating committee shall not nominate its successors.

B. Session items – manual. The Session Manual as a whole needs to be updated for terminology changes and changed references for the new Form of Government. These can be done editorially. In addition, the following items need to be addressed:

- **Quorum** – currently, M-2.0103 states, “A quorum for meetings of the Session shall be one-third of the Elders, plus the pastor, except for special meetings for the reception and dismissal of members, when the quorum shall be the moderator and two members of Session. (See G-10.0202)” *The reference to the Book of Order should be stricken, as it is obsolete. No reference from the new Form of Government is needed.*
- **Special meetings notice** – currently, M-2.0102 states “Special Meetings of the Session shall be called in accordance with the provisions of the Book of Order, G-10.0202.” The provisions of that section no longer exist in the new Form of Government, so we need to establish our own rule here. Something like this should suffice:

Special meetings of the Session shall be called by the Moderator when deemed necessary or requested in writing by any two members of the session. Special meetings may be convened on no less than three (3) days notice, with notice given by email, text message, or telephone.
- **Inactive roll.** The Form of Government no longer requires that a session maintain an inactive members roll, as the term “inactive member” was judged to be contradictory. Membership and Outreach has decided that it will continue to list persons who no longer qualify for the active, baptized, or affiliate members roll on an inactive list.
- **Term Lengths.** Flexibility is given to the session to elect the Clerk and Treasurer for whatever length of term is considered to be in the best interests of the session. Currently, we elect both officers annually, in January. Ordinarily, the chair of Stewardship and Finance is elected as treasurer, and the other elders on the committee are designated as assistant treasurers (M-3.0603). There is probably no need to change current practice at this time.

C. Other items. Other items require more involved discussion before they can be addressed, including:

- **Mission strategy.** We are probably overdue for taking a comprehensive look at what our mission priorities are, to see if this review has any implications for our structure and procedures. A question that has been around for a while has been whether we need to change our committee structure, in light of the reduction of the session from 18 to 12 elders.
- **Examination of newly-elected ruling elders.** G-2.0104b empowers sessions to determine whether persons elected as ruling elders possess the “ability and commitment to fulfill all requirements as expressed in the constitutional questions for ordination and installation (W-4.4003).” Does this have any implications for how we conduct examinations of newly-elected ruling elders?
- **Relations with higher councils.** Do we want to approach our relationship to Shenandoah Presbytery in a more deliberate manner? Do we want to elect commissioners for one year at a time, which is recommended but not required? Do we want to recruit ruling elders to serve on presbytery entities or within higher councils? (This requires no change to our manual.)
- **Sexual misconduct policy.** We are now required to have a written, detailed policy of how we will handle allegations of sexual misconduct by church staff and volunteers. This was an amendment to the old Form of Government that was applied to the new. The presbytery has guidelines for the development of these; Pam Snyder will also be a helpful resource for us in drafting a policy. (This has potential positive implications for our liability insurance coverage.)