

## MEMORANDUM

**Date:** October 28, 2019

**From:** H. Daniel Rogers, Stated Clerk, Albany Presbytery

**To:** Clerks of Session and Minister Members of Albany Presbytery

**Re:** Proposed Changes to the Manual of Administrative Operations (Standing Rules)

**Please note that Section VI. Amendments to the Standing Rules from the Presbytery Manual of Administrative Operations provides the following:**

### *VI. Amendments to the Standing Rules*

*Provisions of Part 1 of the Manual of Administrative Operations (Standing Rules) shall not be altered or amended except by a vote of two-thirds of the members of the Presbytery present when a vote is taken, provided:*

- 1. Any alteration or amendment to these Standing Rules must be presented to a stated meeting of Presbytery previous to the meeting at which a discussion and vote will be taken.*
- 2. Copies of the proposed changes shall be presented in writing to all clerks of session, and all members of the Presbytery at least ten days previous to the meeting of Presbytery at which the alteration or amendment will be presented for discussion and vote.*

**In compliance with Section VI.2, I am hereby presenting in writing copies of the proposed changes to all clerks of session and all members of the Presbytery at least ten days previous to the November 19, 2019, stated meeting of Presbytery at which the proposed alterations or amendments will be presented for discussion and vote.**

**For the record, the Coordination Committee presented for a first reading and discussion at the June 1, 2019, stated meeting the following two alterations and two amendments to the Standing Rules in compliance with Section VI.1:**

#### **Alterations presented for a first reading and discussion on June 1, 2019:**

Move responsibility to administer the New Initiative and Rural Initiative Grant programs from Section IV.C.4 - Committee on Church Mission to Section IV.C.3 - Committee on Church Development and Vitality.

Move coordination of the work of the Mentor Training Task Force from Section IV.C.1 – Committee on Ministers and Congregations to Section IV.C.2 – Committee on Leadership Development.

#### **Amendments presented for a first reading and discussion on June 1, 2019:**

Add the following to the commission powers of the Board of Trustees in Section IV.B.5: “to negotiate and approve the sale of real property from dissolved congregations on behalf of the Presbytery in accordance with G-4.0205.”

Add the following to the commission powers of the Committee on Ministers and Congregations in Section IV.C.1: “to act on requests from individual member congregations for approval of trained ruling elder members of that congregation to administer the Lord’s Supper at that congregation when requested to do so by the session of that congregation.”

**For the record, the Coordination Committee presented for a first reading and discussion at the September 28, 2019, stated meeting the following **ADDITIONAL PROPOSED AMENDMENTS** shown in **BOLD** to the Standing Rules in compliance with Section VI.1:**

In PART 1 – STANDING RULES:

III. Officers and Executive Committee.

Section A.4. If in accord with its mission, the presbytery employs an executive staff member as provided in G-3.0110, ... the title of such an executive staff member position will reflect the mission focus envisioned, such as Executive Presbyter, General Presbyter, Transitional Presbyter, Resource Presbyter, Mission Presbyter, **or Administrator.**

Section A.5. The Treasurer ... works with the Presbytery Trustees, the staff, and **any finance or budgeting agency of the Budget and Finance Committee** of the Presbytery.

Section B. Executive Committee. The Moderator, Vice-Moderator, Stated Clerk, **the immediate past Moderator** and any executive staff member shall be the Executive Committee of the Presbytery.

IV. Presbytery Organization

A. GENERAL POLICIES

Paragraph 13. Committees and Boards ... shall report regularly (at least three times per year) to the Presbytery, **and such reporting may be done in writing.**

B. MINISTRY OF GOVERNANCE

3. Committee on Budget & Finance

**Add the following to the list of responsibilities for the committee:**

- **oversee the work of the employed financial staff person or contracted entity**

C. MINISTRY OF ASSISTANCE, SUPPORT, AND DEVELOPMENT.

1. Committee on Ministers and Congregations

Delete “pastor” from the following responsibility since the Presbytery has a Chaplain to provide that ministry.

- serve as ~~pastor and~~ counselor to all Ministers and Commissioned Ruling Elders

**Additional changes of an editorial nature are in order and will be made, but none of them will change the meaning of the edited sections. These include deletion of the Carlisle and West Galway Churches from the list of churches in the Procedure for Equalization of Redressing Imbalance section in PART 2 – POLICIES AND PROCEDURES since those congregations have been dissolved. The list of churches will also be renumbered accordingly.**

**Also, Committee on Representation Membership, Norms, and Goals will be removed from the listing of policies and procedures at the beginning of PART 2 since the Committee on Representation and Nominations is now responsible for advocating for and implementing principles of unity and diversity in representation on Presbytery committees. Similarly, Self-Development of People Membership, Policies, and Procedures will be removed since the Committee on Church Mission is now expected to promote and support the self-development of people. Each of these committees may decide to propose membership norms, goals, policies, and/or procedures at some time in the future.**

**Please note that all of the proposed alterations and amendments listed above will be presented for discussion and vote at the November 19, 2019, stated meeting.**