
The Presbytery of Tres Rios

The Presbyterian Church (U.S.A.)

Volume 41, Number 2

2020



**117th Stated Meeting
Virtual Meeting
October 9, 2020**

**Special Called Meeting
Virtual Meeting
June 5, 2020**

Official Copy

A handwritten signature in black ink, appearing to read "Raymond", is written over a faint, larger version of the logo.

Stated Clerk
Presbytery of Tres Rios

**The Presbytery of Tres Rios
Presbyterian Church (U.S.A.)
Virtual Meeting**

October 9, 2020

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**The Presbytery of Tres Rios
The Presbyterian Church (U.S.A.)
Virtual Meeting
October 9, 2020**

The 117th stated meeting of The Presbytery of Tres Rios, Presbyterian Church (U.S.A.) was called to order with prayer by Moderator John Nelsen at 1:00 p.m. on Friday, October 9, 2020 via ZOOM Video Conference. As per our Bylaws, Article X (four ministers and four ruling elder commissioners from four different congregations), a quorum was declared present by Stated Clerk Kay Long. Meeting began with the Call to Worship led by Rev John Nelsen, Moderator. Rev Philip Lotspeich was the guest preacher for worship. Music was provided by the Locke Family.

Kay Long gave meeting instructions. Special guests and first-time commissioners were introduced. It was MOVED, SECONDED AND CARRIED that Philip Lotspeich, Kevin Keaton and Joseph Moore be seated as corresponding members.

Pastors: Jerry Boles, Tracy Spencer-Brown, Allen Cross, Gary Dill, Tim Gray, Cheryl Homsher, Neal Locke, Hailey Malcolm, Jim Miles, Matt Miles, John Nelsen, Holly Clark-Porter, Kaci Clark-Porter, Bob Reno, Shannon Weisenfels

Commissioned Ruling Elders: Ann Hurt

Ruling Elders: Alpine, Madelyn Farmer; Andrews, Holly Kidd; Big Spring, Wayne Larson; Grace, El Paso, Donna Hedicke; St Andrew, El Paso David Mayfield; University, El Paso Mary Beth Harper; Fort Stockton, Angie Miles; Marfa, Marilyn Dill; Grace, Midland, Bob Alexander; First, Odessa, Denny Williams; Westminster, Bobbie Duncan; St Paul, Mike Burnett; Seminole, Dan Calfee.

Ex Officio members present: Kay Long (Stated Clerk).

Visitors: Sarah Eckel- Dalrymple, St Paul; Lauren Darnell; Judia Foreman, Vice Moderator Elect; Kevin Keaton, Board of Pensions; Philip Lotspeich, Guest Preacher; Joseph Moore, Presbyterian Church Foundation; Bill Rose, General Assembly Commissioner; Theresa Wright, Recording Clerk.

Excused Pastors: Mary Beth Anton, Ron Hankins, Tim Davenport-Herbst, Cindy Duke, Katherine Norvell, Craig Meyers, Kary Fry

Excused Commissioned Ruling Elders: None

Excused Ruling Elders: First, El Paso; Fort Davis, Monahans, Pecos

Unexcused Ministers: Bill Schlesinger, Carol Schlesinger

Unexcused Commissioned Ruling Elders: Bea Torres

Unexcused Ruling Elders: Ballinger, Coahoma, Divine Savior, Faith, Nazareth, St Mark, Sonora

Stated Clerk Report

Report was presented by Kay Long.

It was MOVED, SECONDED AND CARRIED that we suspend Article IX of the Bylaws and Section 3.VI of the Manual of Operations to permit Stated Meetings conducted by electronic meetings. Motion carried unanimously.

Docket

It was MOVED, SECONDED AND CARRIED that the docket be approved. (See Exhibit A).

Omnibus Motion

It was MOVED, SECONDED AND CARRIED that all matters of information and recommendations of a routine nature be adopted and entered into the record.

Report of the Minutes Audit Task Force

It was MOVED, SECONDED AND CARRIED that the minutes of the March 6, 2020 Stated Meeting and the June 5, 2020 Special Called Meeting were approved as printed and entered into record.

It was MOVED, SECONDED AND CARRIED that Jim Miles, Ann Hurt, Tim Gray be appointed to serve on the minutes audit task force for the October 9, 2020 meeting.

Communications

The report was presented by Stated Clerk, Kay Long.

Requests for excuse from the Revs. Craig Meyers, Ron Hankins, Tim Davenport-Herbst, Cindy Duke, Katherine Norvell, Mary Beth Anton, Kary Fry

Granted and that the clerk be authorized to add names as needed.

Requests for excuse from elder commissioner First, Fort Davis; First, El Paso; First, Monahans; First, Pecos

Granted and that the clerk be authorized to add names as needed.

Minutes of the Commission to Install Allen Cross as Pastor of First, Big Spring

That they be found in order and admitted to record.

Certifications

As required by the Book of Order (G-3.0103), the Stated Clerk certifies the existence of a committee on representation, established by the presbytery's own rule. (Manual of Operations Section 4). Report included in addendum.

The following did not occur during the year 2020:

1. Administrative Commission and records of any rescission or amendment of action. (G-3.0109b).
2. Actions concerning the organization of new congregations, transfer to other jurisdictions or dissolution or the division, uniting or otherwise combining of congregations or portions of congregations previously existing.
3. Decisions of the Permanent Judicial Commission, including a report of its decisions to the presbyteries, transmitted to the presbytery through the Stated Clerk. (D-7.0701 and DS-110701).

Kevin Keaton brought greetings and a presentation from the Board of Pensions

Joseph Moore brought greetings and a presentation from the Presbyterian Church Foundation

Partial Report of the Leadership and Recruitment Team Election/Installation of Moderator

The report was presented by Jim Miles. The team placed in nomination the names of the Rev Cheryl Homsher as Moderator and Elder Judia Foreman as Vice Moderator. The floor was opened for nominations. Hearing none Cheryl Homsher assumed duties of the moderator. Special thank you was presented to John Nelsen for his service as moderator. John Nelsen presented the service of installation for the moderator.

Pastoral Presbyter Report

The report was presented by Hailey Malcolm

We last had a stated meeting on March 6th, three days before the world shut down. Since then, the presbytery has continued to be hard at work to support pastors and churches as you have adapted to a new reality. Here's some of what we've been up to: -implementing a new planning team model for TRYC - hosting a virtual CREs/pastors sermon prep course for Tres Rios and other presbyteries in the Synod of the Sun -created small self-care grants for pastors/church professionals -hosting weekly lectionary Bible Study for preachers -check-in calls with pastors every few weeks -created a presbytery-wide prayer list to be distributed weekly with the Tres Rios Trails -worked out a new Validated Ministry process -and more! Thanks for your prayers, participation, and for caring for one another, now and always.

Vision and Outreach Presbyter Report

The report was presented by Matt Miles

Like all things 2020, the year started off with a great head of steam and then the wheel had to be reinvented.

As I reported in March, I was spending a good deal of time learning more and more about the border crisis and working with several organizations as well as our folks at Pasos de Fe in Juarez. I accompanied the Pension Board as well as the Racial Equity Advocacy Committee into Mexico as they came on fact finding tours. Perhaps the most important thing I was able to begin is to build relationships with our friends in Mexico, having made several trips to their facility. Relationships have also been fostered with Roman Catholic and non-religious organizations on this side of the border, chief of which is Abara in El Paso. This is an organization which is very much focused on assisting outside organizations with border encounters.

During the March Presbytery meeting, we asked members to bring school supplies for Casa Hogar, an orphanage in Ojinaga, Mexico which originated with an elder of the Fort Davis church in the 1980's. My hope is to continue to foster relationships between Casa Hogar and the Presbytery. Shortly after that March meeting, the world shut down. It was my deepest desire to carry those supplies down personally in August but that didn't happen for obvious reasons. However, I was able to connect with the president of the Casa Hogar board here and the headmistress in Mexico. We managed to have those supplies carried across by a Mexican Citizen who works in the United States and has an easier time crossing from North to South. During the summer, temperatures were around 115°F in Ojinaga. We were able to move some funds around within the Vision and Outreach Budget to send them funds to purchase two badly needed air conditioners as well as new tires for their van.

The other major success we have seen in recent months is in our support for St. Paul Church in San Angelo. St. Paul is doing wonderful work in the midst of this pandemic and they have become the largest distributor of food in San Angelo. This caused considerable challenges with the need for refrigeration. After multiple runs at what would be most practical, we were able to purchase an industrial sized refrigerator for them. As I understand it, this has been installed and is helping St. Paul get healthy food into the hands of hundreds of families.

While the pandemic has largely shut down our original plans for church visits throughout this first year, I have been able to continue fostering relationships via Zoom with people within and outside the presbytery. As I warned on the floor of Presbytery the day I was elected, I was in a Paramedic class and that would put considerable pressure on my time toward the end of that class. I had no idea at that moment that COVID would shut down nearly all clinical sites in the United States and that I would have to cram 400 hours of Clinicals into the last couple of months of the course. My prediction came true ON STEROIDS. While I was able to keep up with most of my responsibilities, I must admit that I lost a step or two on those waning months. However, I am happy to report that I am now a nationally certified paramedic and am simply awaiting my state license to be approved. I have reached the top and will never have to take another EMS course for certification again.

Like all of you, I continue to pray for an ending of this disease and am eager to get back out into our communities doing Christ's work in world and representing this presbytery to the larger kingdom of God.

General Assembly Commissioners Report

The report was presented by Bill Rose and Tracy Spencer-Brown.

Covid 19 has brought many changes to the Presbyterian church. Over-night, ministers have been asked to add video production manager to their list of job titles. The ‘frozen chosen’ are no longer able to maintain the favorite parts of the service and their buildings have had to temporarily close, but the Church has not closed. It has moved outside the walls and into the streets. Now we are forced to look at what is important to our Christian walk and worship of God. This is forcing us into the 21st century. There were lots of concerns going into the 224th General Assembly. Would it be safe to travel or safe for the participants? Would anyone show up? The Book of Order requires that there be a meeting in 2020. Could we subvert this order? Could we meet in 2021 instead? Everyone had doubts, and opinions, then the host hotel and the convention center along with their partners all became covid-19 hospitals. So, what about 2021? The medical community lead by the CDC informed us that travel would be difficult throughout 2020 and into 2021. There was business that had to be taken care of by the body of the General Assembly, things like electing new moderators, and ratifying the budget.

It was decided that this was God’s meeting and a meeting of God’s church and God’s people, and it would happen. Now the Office of General Assembly needed to decide what was the most critical and what could wait. There would be no committees in this format, so things that needed investigation and discussion could not be considered and would be moved to the 225th GA. The main order of business was to elect new moderators and to ratify the budget for the next two years.

So, the ‘Office’ went to work to organize everything, set up the Zoom meeting and set up the website “PC-Biz.org” which still contains everything that the Assembly considered and is the place where you can see what went on this year as well as an archive of past assembly actions.

The first day came and all 750+ commissioners and delegates were all in their places in front of their respective screens. The order of business was to modify the rules to allow electronic voting, accept the docket and elect the moderators. In the assembly there was concern about things that some felt could not be left for later, like the repair of properties on Native lands, and the status of a seminary in San Diego. This led the conversation to go on to such an hour that the moderator election had to postponed till the next day. After this it was set up so that if one commissioner had an item that they thought needed to be considered this year, all they had to do was flag that motion and the assembly would consider it, if possible.

Adding to this, the systemic racism issue had just been brought home. The General Assembly had to make a stance on something of this magnitude but how? What was done, was to modify the language on the motions to address the issue. Time was spent on rewording motions to express stronger feeling and include statements about what was on people’s minds.

In the end, good things were done, “in good and proper order” and, much to my surprise, it was a good meeting. God was present and the work of God’s church was progressed. The quote that sticks with me from the Stated Clerk, J Herbert Nelson, is “We need to start counting people and stop counting groups”. What if we saw everyone through the lens of Christ? What if our first thought was,” This too is a child of God”?

We are all greatly indebted to the OGA for thinking outside the box and coming through against all odds.

Synod Commissioner Report

The report was presented by Bill Rose

We have delivered new hygiene buckets to Fern Cliff camp to replace the ones sent to South Louisiana and we are

working to helping the people and churches in that area. A fund has been set up and donations to help can go through the South Louisiana Presbytery office.

A new Network has been formed called "Dismantling Racism" This network is financially supported by every presbytery in the synod and has representatives from every presbytery. They have prepared online speaker/lessons on this subject that have been well attended and have very good reviews. We are working on ways to have access to these materials at a later date if you missed the first one. The end goal of this team is to have an assembly in Tulsa next June to "celebrate" the 100-year anniversary of the Tulsa Race Riot / Massacre. The plans and ministry of this are BIG. The contact person to ask questions and/or volunteer is Kristy Rodgers. Her email is kristy.rodgers@fpcbok.org

Administrative Team Report

The report was presented by Jim Miles

I. Matters of Information

A. Heard updates from liaisons from all vacant churches.

<u>Church</u>	<u>Liaison</u>	<u>Moderator</u>
Westminster	Jim Longstreet	Tracy Spencer-Brown
Coahoma		Dennis Haralson
Divine Savior		Neal Locke
St Andrew		Lucretia Chew
Andrews		Bob Reno
Alpine	Ann Hurt	Gary Dill
Ballinger		Jerry Boles
Good Shepherd, Sonora		Kathryn Morton
Seminole		Bob Reno

B. Continue to supervise six candidates and inquirers. Those individuals are: Donna Hedicke; Christi Brennan; Hope Griffin; Lauren Heare Morris; Jen Fox; Alyssa Davenport-Herbst.

C. Reviewed the Treasurer's Report, Church Contribution Report and SRT investment report.

D. Builders Fellowship call for issued to St Mark, San Angelo in April generated \$5879

E. Approved that the second call of the Builders Fellowship be issued to First, El Paso

F. Appointed a task force consisting of Judy Perry, Shannon Weisenfels and Malissa Trevino to study the Family Leave Policy of the presbytery. A draft of the policy is attached for sessions to review and send comments to the Administrative Team.

G. Completed the sale of the remaining two lots in Horizon City. Legal description is:

Lot 7, Block 21, Unit 77, Horizon City Estates, A sub-division of El Paso, County, Texas

Lot 9, Block 10, Unit 78, Horizon City Estates, A sub-division of El Paso, County, Texas

H. Updated the Examination Policy for the presbytery.

- I. Approved support for the Synod of the Sun antiracism training.
- J. Approved the Board of Pensions dues waiver for St Paul, San Angelo and FPC, El Paso.
- K. Granted permission for Rev Taylor Todd to labor outside the bounds.
- L. Contracted Pace & Associates to perform the 2019 financial review.
- M. The following session records have been reviewed:

Grace, Midland	2015	W/O exception
Grace, Midland	2016	W/O exception
Grace, Midland	2017	W/O exception
Grace, Midland	2018	W/O exception
St. Andrew, El Paso	2018	W/O exception
St. Andrew, El Paso	2019	With exception
First, Ballinger	2018	W/O exception
First, Pecos	2018	With exception
Grace, El Paso	2019	With exception
First, Odessa	2018	With exception
First, Odessa	2019	W/O exception
St. Mark, San Angelo	2019	W/O exception
Nazareth, San Angelo	2019	With exception
First, Seminole	2019	W/O exception

II. Recommendations of a Routine Nature (actions taken on behalf of presbytery)

- A. Approved Ruling Elders authorized to administer the Lord’s Supper in 2021: Bob Alexander, Jim Blischke, Bernie Coffee, Gary Elmquist, Randy Farmer, Dennis Haralson, Ann Hurt, T.C. Kincaid, Tom Koger, Bill Rose, Peggy Tharp, Bea Torres
- B. Examined and received Rev Allen Cross to serve as Pastor of FPC, Big Spring. Approved Rev. John Nelsen, Rev, Cheryl Homsher, Rev. Jim Miles, Rev. Bob Reno, Elder Kay Kennemur, Elder Ralph Truszkowski, Elder Bernadette Coffee and Elder Ann Hurt to serve on the Commission to Install. Installation service was held September 20, 2020.
- C. Approved restoring Crista Gregory to the ordered ministry as a Minister of the Word and Sacrament to serve as a Member at Large of the Presbytery of Tres Rios. Transferred to Northwest Coast Presbytery effective September 3, 2020.
- D. Approved the Interim Pastor Agreement between Rev Tracy Spencer-Brown and Westminster, Odessa.
- E. Approved the Mission Statement of FPC, Alpine and granted permission for them to form a PNC.
- F. Approved the dismissal of Rev Suzanne Gulick to New Covenant Presbytery pending the request of the presbytery.
- G. Approved that the pastoral relationship between Rev Tommy Taylor and FPC, Seminole be dissolved effective August 31, 2020.
- H. Approved the dismissal of Rev Tommy Taylor to Mid-South Presbytery effective September 1, 2020.

- I. Approved changes in terms of call (See Exhibit B).
- J. Approved the listing agreement on the Paint Rock Church with Newlin/ERA Real Estate.
- K. Approved maintaining a \$5000 balance in the Discretionary Fund. Funds to come from the Operating Reserve Fund if needed.
- L. Approved a \$3000 (one time) bonus for each of the 4 staff members (with corresponding changes in Board of Pensions and FICA). This is a bonus for work above and beyond during the time of COVID with our gratitude.
- M. Examined and received Rev Jerry Boles as a member of the presbytery; appointed him moderator of the session of FPC, Ballinger and approved the stated supply contract between Rev Jerry Boles and FPC, Ballinger.

III. Recommendations Requiring More Careful Consideration

- A. That the presbytery approves the following amendment to Section 4, Section 5 and Section 6 of the Manual of Operations:

**Section 4
ADMINISTRATIVE TEAM**

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Administrative Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member ~~will~~ shall ordinarily represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three-year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

**Section 5
PASTORAL TEAM**

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Pastoral Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member ~~will~~ shall ordinarily represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three-year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

Section 6
VISION AND OUTREACH TEAM

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Vision and Outreach Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member will shall ordinarily represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three-year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

[Text to be deleted is shown with a strike-through; text to be added or inserted is shown highlighted.]

(Note: "Presbytery may also amend this Manual of Operations by a simple majority of those present and voting.")

It was MOVED AND CARRIED that Recommendation III.A be approved. Motion carried unanimously.

- B. That the Policy for Relationship of Former Pastors and Congregations be approved.

It was MOVED AND CARRIED that Recommendation III.B be approved. Discussion followed. Motion carried unanimously. (See Exhibit C).

- C. That the Policy for Minimum Terms of Call be approved.

It was MOVED AND CARRIED that Recommendation III.C be approved. Discussion followed. Motion carried unanimously. (See Exhibit D).

- D. That the 2021 Presbytery Asking Budget be approved.

It was MOVED AND CARRIED that Recommendation III.D be approved. Discussion followed. Motion carried unanimously. (See Exhibit E).

- E. That the 118th Stated Meeting of Tres Rios Presbytery be held on Friday, March 5, 2021. Site to be determined.

It was MOVED AND CARRIED that Recommendation III.E be approved.

F. That the 119th Stated Meeting of Tres Rios Presbytery be held on Friday, October 8, 2021.

It was MOVED AND CARRIED that Recommendation III.F be approved.

Leadership Recruitment and Representation Team Report

Report was presented by John Nelsen.

The team places the following nominations who are willing to serve if elected. The floor was opened for nominations. Hearing none it was MOVED AND CARRIED that the slate be elected by acclamation. Vote was unanimous

Moderator Elect

1. Cheryl Homsher – Grace Midland

Vice Moderator

1. Judia Foreman – Grace Midland

Administrative Team

The class of 2021 has a person from El Paso and another from Fort Stockton

Class of 2022 Nominees:

1. Milt Thompson (RE) – FPC - Odessa
2. Holly Clark-Porter (C) – Grace El Paso

Pastoral Team

The class of 2021 has someone from El Paso and another from San Angelo

Class of 2022 Nominees:

1. Ron Hankins (C) – FPC Odessa
2. Connie Chapman (RE) – Grace El Paso

Vision and Outreach Team

The class of 2021 has someone from Fort Stockton and another from El Paso

Class of 2022 Nominees:

1. Jeannie Holbrook (RE) – FPC Odessa
2. John Nelson (C) – University El Paso

Permanent Judicial Commission

The PJC has reps from all across the Presbytery

Class of 2026 Nominees:

1. Bart Teeter (RE) – St. Paul San Angelo
2. Shannon Weisenfels (C) - Midland
3. Tim Gray (C) – University El Paso

Vision and Outreach Team Report

The report was presented by Neal Locke.

- I. Matters of Information
 - A. Approved the covenant relationship between the presbytery and Pasos De Fe Esperanza.
 - B. Approved the covenant relationship between the presbytery and Project Vida.
 - C. Approved the covenant relationship between the presbytery and the Presbyterian Children’s Homes and Services.
 - D. Church visits will begin again when it is deemed safe to meet in person.
 - E. Team met with representatives from Casa Hogar Orphanage and voted to send \$2500 to purchase air conditioner units and new tires for the van. We are actively considering how to partner long term with Casa Hogar in a covenanted relationship.
 - F. Received updates on the presbytery mission projects.
 - G. Approved revisions to the Presbytery Manual of Operations and forwarded them to the Administrative Team.
 - H. Approved purchasing a large refrigerator for St Paul Presbyterian Church, San Angelo. St Paul has become the largest (and main) food distribution center in San Angelo since the onset of the current pandemic. This unit will allow the church more food storage as they continue to feed those in need.
 - I. Recommended to the Administrative team that the October 9, 2020 presbytery meeting be a business meeting only and the next available in person meeting of presbytery be a Vision and Outreach led meeting with a “Big Event”. Vision and Outreach Team will plan the worship service for the October 9, 2020 meeting of presbytery.

Pastoral Team Report

The report was presented by Hailey Malcolm.

- I. Matters of Information
 - A. Youth committee has met to discuss TRYC Youth Event scheduled for February 12-14, 2021.

- B. Youth committee has received 9 applications for Youth Task Force.
- C. Synod Youth Workshop 2020 was held virtually with 17 participants from Tres Rios. Youth committee approved a \$4000 donation to be sent to Synod Youth Workshop.
- D. Synod Youth Workshop 2021 will be held July 12-17, 2021. Three youth from Tres Rios were elected to serve on the planning team. Charis Miles (Fort Davis), Jeremy Miles (Fort Davis), Audrey Gonzales (Fort Stockton).
- E. Received CRE report from Ann Hurt and Supply Pastor report from Jim Blischke.
- F. Team reviewed and updated Validated Ministry Form.
- G. Team reviewed and discussed the creation of a Position Description for the Pastoral Presbyter.
- H. Hailey Malcolm continues to keep in contact with Tres Rios Pastors.
- I. Appointed Tim Davenport-Herbst to serve as amigo for Jerry Boles and appointed Ron Hankins to serve as amigo for Allen Cross.

II. Recommendations of a Routine Nature (actions taken on behalf of presbytery)

- A. That Cynthia Davenport-Herbst be designated as a Validated Ministry in Tres Rios Presbytery.

Special thanks to Kay Long, Theresa Wright and Lauren Darnell for their work putting this meeting together.

Next Meeting Site

The 118th Stated Meeting of the Presbytery of Tres Rios will be held on March 5, 2021.


Adjournment

There being no further business the meeting was adjourned at with prayer at 3:15 p.m. by Cheryl Homsher.

Respectfully Submitted,



Kay Long, Stated Clerk



Cheryl Homsher,

Theresa Wright, Recording Clerk



Exhibit A
Docket
117th Stated Meeting
October 9, 2020
Rev. Philip Lotspeich, Guest Preacher

October 9, 2020

Registration and New Commissioners Briefing

11:30 a.m. MDT/12:30 p.m. CDT

Call to Order

12:00 p.m. MDT/1:00 p.m. CDT

John Nelsen

Instructions for meeting

Declaration of a Quorum

Introduction of Special Guests

John Nelsen

Call to Worship:

John Nelson

Leader: Come, all who hunger for good news.

People: We thirst for words of hope and healing.

Leader: Come, from rural road and city street.

People: We gather at the King's invitation.

Leader: Come, join the celebration.

People: Let us worship the Lord!

Prayer of Confession: (In unison. Please mute your microphone)

Matt Miles

Extravagant God, you invite us to your table in the kingdom of heaven. But we do not take our place at the feast. We say, "We have more important things to do," and turn back to labors that threaten to consume us. Beckon us again, we pray, that we may respond with gratitude. In your mercy, gather us in that we might experience the joy of your kingdom and taste the abundance of your grace.

Musical Offering:

Psalm 1: "The Well Planted Tree"

The Locke Family

Scripture Readings:

Philip Lotspeich

Sermon:

Philip Lotspeich

Affirmation of Faith:

From the Confession of Belhar (10.5)

Cheryl Homsher

We believe that God has entrusted the church with the message of reconciliation in and through Jesus Christ; that the church is called to be the salt of the earth and the light of the world, that the church is called blessed because it is a peacemaker, that the church is witness both by word and by deed to the new heaven and the new earth in which righteousness dwells; that God's life-giving Word and Spirit has conquered the powers of sin and death, and therefore also of irreconciliation and hatred, bitterness and enmity, that God's life-giving Word and Spirit will enable the church to live in a new obedience which can open new possibilities of life for society and the world;

Prayers of the People:

Hailey Malcolm

Offering: Kay Long
Our offering this morning will go to the Pastor's discretionary fund which is used to care for our pastors and their families in times of emergencies. Please send offerings to the Presbytery office at 1201 West Wall, Midland, TX 79701

Musical Offering: Psalm 4 "A Prayer of Delivery From Anxiety" The Locke Family

Benediction Philip Lotspeich

Stated Meeting Continues

Welcome to new members visitors, first time commissioners John Nelsen

Stated Clerk Report - Motion to suspend Article IX of the Bylaws and Section 3.VI of the Manual of Operations to permit Stated Meetings conducted by electronic meetings

(Note: Bylaws requires 2/3 vote of the presbytery)

Adoption of the Docket Kay Long

Omnibus Motion Kay Long

Communications Kay Long

Minutes Audit Task Force Report for March 6, 2020 Stated Meeting and June 5, 2020 Called Meeting
Election of Minutes Audit Task Force for October 9, 2020 Meeting

Greetings and Presentation by Board of Pensions Kevin Keaton
Greetings and Presentation by The Presbyterian Church Foundation Joseph Moore

Partial Report of Leadership & Recruitment Team Report Jim Miles
Election/Installation of Moderator

Reports From:
Pastoral Presbyter Hailey Malcolm
Vision and Outreach Presbyter Matt Miles
General Assembly Commissioners
Synod Commissioners

Administrative Team Jim Miles
Leadership Recruitment & Representation Team Report John Nelsen

Vision & Outreach Team Neal Locke

Pastoral Team Ron Hankins

Adjournment and closing prayer

2020 MINISTER CHANGES IN TERMS OF CALL

CHURCH	Salary	Housing or Manse	Manse (M)	Deferred Comp	SECA Offset	Other Cash Allow.	Total Cash Salary	Effective Income	BOP Dues	Reimbursed Expenses (auto, CE professional)	Total Terms
First, Alpine Vacant							0	0			0
Andrews Vacant							0	0			0
First Ballinger Jerry Boles, Stated Supply Contract	27,500										27,500
First, Big Spring Allen Cross	2020 50,000	15,000	M		3,000			0		9,600	77,600
First Coahoma - Vacant											0
Divine Savior, El Paso Vacant											0
Faith, El Paso (Co-Pastors) Schlesinger, C - Part-Time	2019 2,200 2020 1,600						2,200 1,600	710 825			2,910 2,425
Schlesinger, B - Part-Time	2019 2,200 2020 1,600						2,200 1,600	710 825			2,910 2,425
First, El Paso Neal Locke	2019 28,000 2020 30,000	25,000	M				53,000 30,000	53,000 30,000	20,350 20,350	10,000 15,000	83,350 65,350
Grace, El Paso Kaci Clark-Porter	2019 47,800 2020 55,000	7,200					55,000 62,200	55,000 62,200	20,350 25,904	6,500 6,500	81,850 94,604

2020 MINISTER CHANGES IN TERMS OF CALL

		Salary	Housing or Manse	Manse (M)	Deferred Comp	SECA Offset	Other Cash Allow.	Total Cash Salary	Effective Income	BOP Dues	Reimbursed Expenses (auto, CE professional)	Total Terms
CHURCH												
Holly Clark-Porter	2019	47,800	7,200					55,000	55,000	20,350	6,500	81,850
	2020	55,000	7,200					62,200	62,200	25,904	6,500	94,604
St. Andrew, El Paso - Vacant												
University, El Paso												
John Nelsen	2018	33,280	23,608				6,200	63,088	63,088	23,240	9,400	95,728
	2019	33,280	23,608				7,700	64,588	64,588	23,912	8,400	96,900
Tim Gray												
Tim Gray	2018	24,453	19,000					43,453	43,453	16,415	4,186	64,054
	2019	32,090	19,000					51,090	51,090	19,059	5,186	75,335
First, Fort Davis												
Matt Miles	2018	43,500	13,050	M				43,500	56,550	20,641	10,884	88,075
	2019	No change except BOP										
First, Fort Stockton												
Jim Miles	2019	41,868	6,500	M					48,368	17,145		65,513
	2020	No change except BOP										
First, Marfa												
Gary Dill (retired) - Part Time	2020	24,000					2,400	26,400	26,400	N/A		26,400
Grace, Midland												
Cheryl Homsher	2019	38,455	21,129					59,584		22,046	8,642	90,272
	2020	44,455	16,129					60,584		22,416	9,072	92,072
First Monahans - Vacant												
First, Odessa	2019	35,000	40,000					75,000		27,750	5,400	108,150
	2020	42,500	40,000					82,500		30,525	5,400	118,425
Ron Hankins												

2020 MINISTER CHANGES IN TERMS OF CALL

CHURCH	Salary	Housing or Manse	Manse (M)	Deferred Comp	SECA Offset	Other Cash Allow.	Total Cash Salary	Effective Income	BOP Dues	Reimbursed Expenses (auto, CE professional)	Total Terms
Westminster, Odessa											
Tracy Spencer-Brown Interim monthly for 3 months	2020	4,500					0	4,500	1,665		6,165
First, Pecos											
Cindy Duke - PT Stated Supply (annual contract)	2017	16,080					16,080		1,900	1,000	18,980
Grace Presbyterian Chapel, SA											
Kary Fry	2019	42,440					42,440	42,440	16,830	6,500	65,770
	2020	43,713					43,713	43,713	16,174		59,887
Nazareth, San Angelo											
CLP Bea Torres (annual contract)	2016	20,000									
St. Mark, San Angelo											
Craig Meyer - PT Stated Supply	2020	18,000									
St Paul, San Angelo											
Tim Davenport-Herbst	2017	26,944				200	58,980	58,980	21,823	8,903	89,706
	2018	31,000					61,000	61,000	22,570	7,903	91,473
First, Seminole											
Vacant			M				0	0			0
			M				0	0			0
Good Shepherd, Sonora											
Katherine Morton Stated Supply											
Presbytery Staff											
Matt Miles	2020	30,000					30,000	30,000	11,202	7,800	49,002
Halley Malcolm	2020	30,000					30,000	30,000	14,600	7,800	52,400

**Presbytery of Tres Rios
Policy for Relationship with Former Pastors and Congregation**

Exhibit C



Policy for Relationship of Former Pastors and Congregations

**Adopted by the Presbytery of Tres Rios
October 9, 2020**

**Presbytery of Tres Rios
Policy for Relationship with Former Pastors and Congregation**

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Presbytery of Tres Rios Policy for Relationship with Former Pastors and Congregation

Introduction

Few circumstances in their professional lives challenge pastors to exercise more wisdom and judgment than the ones raised when leaving a congregation. Somewhat ironically, the most difficult transitions are often those involving congregations in which the pastor has been warmly loved and appreciated. In addition to making a professional move, the pastor and her/his family are leaving supportive friends and community. When the transition involves the retirement of a pastor who elects to remain in the community, and perhaps even in the community of the church, the issues become even more complex and challenging.

The Book of Order offers brief, but important guidance in the matter of transitions:

(G-2.0905) "After the dissolution of the pastoral relationship, former pastors and associate pastors shall not provide their pastoral services to members of their former congregations without the invitation of the moderator of session."

One of the tensions inherent in ministry is that ministers serve churches, but they give up the privilege of being a member of a local congregation. The pastor's family, however, often become members of the congregation which the pastor serves. At the point of retirement or leaving from pastoral ministry there is, typically, a sense of loss for the pastor's family.

The retirement of a pastor or his/her call to a new ministry is a time of joy, thanksgiving, stress, and anxiety for the congregation, pastor and her/his family. The congregation has built loyalties and deep meaningful relationships with the pastor whether s/he has been there for a long or moderate length of time. The pastor who leaves or retires faces a radical change in her/his life and for the family.

Few anticipate what a radical reorientation of life, of the sense of call and of the sources of self-esteem and fulfillment that change will require. If they stay in the same community, there is no rule that says the family must give up its present church membership. Any continuing relationship needs to be extremely judicious and restrained in conversation about the church in any manner, from which the pastor retired or left.

A successful return to the former church requires an absence from the date of departure until at least the one year anniversary of the newly installed pastor and

1. full and open discussion and agreement of the new installed pastor regarding the return,
2. a self-confident and non-threatened newly installed pastor,
3. the former pastor must genuinely be willing to switch from being the shepherd to taking her/his place as one of the flock,
4. and the judicious and tactful refusal of the former pastor and family to become involved in any discussion of the church's policies or problems.

The Presbytery should give sufficient and clear guidance and support to the retiring or leaving pastor and family or the session and congregation at this point in their pilgrimage. These policies refer to any former ministerial/pastoral relationship with a congregation (i.e., pastor, associate pastor, designated pastor, co-pastor, interim pastor, stated supply pastor, temporary supply pastor, parish associate, organizing pastor, etc.)

Presbytery of Tres Rios Policy for Relationship with Former Pastors and Congregation

Minister Responsibilities

While such transitions involve a number of entities (i.e. sessions, congregations, etc.), the burden of responsibility for creating a healthy transition lies primarily with the professional behavior of the pastor who is leaving. Pastors must view the process of separation and transition as perhaps a final, but critical part of their ministry to the congregation they have served. Not to do so undermines the future health of the church and is a violation of professional ethics. Considering the time, energy, and emotions a pastor gives a church, it is reasonable that he or she would give due attention to facilitating a successful transition for the next pastor.

Practically, the exiting pastor must work to educate the session and congregation on the Presbyterian understanding of the transition. The exiting pastor ought to take great care in expressing support for the process and the role that the presbytery plays in it.

Emotionally and spiritually, the exiting pastor can play a positive role in the welcome the interim or installed pastor will receive. Explaining the transition process and the reasons for it will also assist the exiting pastor in drawing and maintaining proper boundaries. Not unimportantly, the former pastor who works to make a good and positive transition also leaves the congregation with a final and selfless example of the love and care of the Good Shepherd for the beloved flock.

The following are brief guidelines based on the Book of Order, and shared experience of the Presbytery. Representatives of (Administrative Team) shall review this policy statement with each *teaching elder* (minister) who is leaving/retiring from a congregation in the Tres Rios Presbytery. The information below will also be presented to the session of the congregation affected by the move prior to the election of a Pastor Nominating Committee (PNC) as a part of the transition meeting conducted by a representative of (Administrative Team). In addition, a pastoral letter regarding these guidelines shall be shared with the congregation. (A sample letter is attached).

Minister Guidelines

- A. If retiring, contact the Administrative Team to discuss planned retirement date at least six months in advance.
- B. When the presbytery dissolves the pastoral relationship, that relationship is ended. Only the pastor duly installed by the presbytery, or the pastor approved by the presbytery for temporary service, is authorized to perform pastoral duties among a congregation.
- C. The former pastor shall not participate in any funerals, weddings, etc., of the former parish, unless invited by the moderator of session. Also, there shall be no visitation or contact which could be interpreted in any way as pastoral. This will be difficult, but if the first invitation is accepted, there will be no reason to refuse other requests.
- D. It is advisable to refrain from all pastoral contact unless requested by the interim/installed pastor.
- E. In the case of a pastor who retires in the same community as her/his former church, the Presbytery strongly recommends that the former pastor and family become active in the work and worship of another congregation. Remaining in the same congregation can lead to tensions and difficulties which no one intends, but nevertheless cannot be avoided.
- F. Simple sensitivity and courtesy ought to rule. Pastors who violate the guidelines and return to a previous congregation are showing disregard for the minister or interim in place there. The congregation or

Presbytery of Tres Rios Policy for Relationship with Former Pastors and Congregation

individual members who insist on inviting a previous pastor to perform duties undermine the success of the pastor currently serving them. The pastor leaving should gently remind members of the congregation to direct their concerns to the new pastor.

- G. The former pastor shall vacate both the manse and the office by the date of termination or some immediate predetermined date. At the time of vacating, all keys should be returned to the session or proper church committee. Further, definite plans should be made by the former pastor for the disposition of pastoral counseling notes, personal records, etc.
- H. Concerns or complaints regarding any of these issues shall be directed to the Administrative Team of the Presbytery.
- I. Former pastors who are elected pastor emeriti are reminded that this is an honorary title only and carries no job responsibilities or privileges unless they are expressly stated by the session and approved by the presbytery.
- J. Former pastors are still under the obligation of the presbytery's Sexual Misconduct Policy.
- K. Subject to the needs and desires of the former pastor and family, the presbytery has the responsibility to meet the spiritual and physical needs of his/her family and to utilize their talents and gifts to the glory of God.
- L. Departing pastors will be asked to sign and submit to the Administrative Team the attached "Declaration of Intent," attested by the clerk of session for the church.

Presbytery of Tres Rios
Policy for Relationship with Former Pastors and Congregation

Sample letter to be sent by a pastor leaving a congregation

Dear Sisters and Brothers in Christ,

I am writing this with all the mixed emotions that necessarily are a part of saying good-bye to folks who have been important in my life. Soon I will no longer be your pastor as I [begin my retirement/take up that task in another place]. I leave confident that God will continue to care for and meet all your needs. An interim pastor will soon be present to serve as your pastor and “prepare the way” for an installed pastor to arrive and lead you into a new chapter of your life as ___(name of church)_.

Leaving a congregation that has become dear is not easy. I know that in the days to come, I will continue to “feel” like your pastor. There is something of grieving in this. It will be tempting to try to keep up with the life of ___Church — the community of faith of which my own life has been so much a part. I suspect that some of that same thing might be true on your part as well — that it may take some time before someone else becomes your “pastor”.

We can serve each other in this. Our presbytery has had a good deal of experience in this business of “saying good-bye” to a pastor. Policies have been developed that provide clear boundaries. These policies will help us all to bring honor to all that we have been to each other as well as all that we have achieved together and will bring a healthy closure to our shared ministry. Fundamental to these policies is the simple reminder that when a pastor leaves a congregation, it marks the end of the pastoral relationship. It does not mark the end of love and care for each other, but of necessity, the end of our former relationship. Toward this end, after ___(date of departure)___, I will not involve or insert myself in any part of the life of ___Church. For the sake of the next pastor’s success, it would be inappropriate for me to continue as a theological guide, as an officiant for weddings or funerals, or as your pastoral presence in times of crisis such as hospitalization. As one who poured energy, time, and emotions into the health of this congregation, I want the church to prosper. Consequently, you will find no greater advocate than me for your next pastor. Please do not cause me to choose between my love for you and the success of your next pastor by asking me to perform pastoral duties that rightly rest with him/her.

I know this may not be easy to accept. Please trust that experience has taught that when a pastorate is ended, the responsibility of leadership and care must end as well. For the sake of the pastor leaving a field, but even more, for the sake of the church, an ethic of separation needs to be honored by all. I hope you welcome your interim pastor and the next installed pastor with the same warmth and love that enveloped me when I arrived as a stranger among you. I will try to honor you by focusing my energy on that which God has determined for my future, and will joyfully, in whatever I do, share all that you have taught me about being a pastor.

Sincerely,

**Presbytery of Tres Rios
Policy for Relationship with Former Pastors and Congregation**

Declaration of Intent

DECLARATION OF INTENT

I, _____, will be
leaving/retiring from my current pastorate at
_____ on
_____.

- I have read, understood, and agree to abide by Separation Ethics, “Policy for the Relationship of Former Pastors and Congregations.”
- If, at any time, it appears that I am in violation of this agreement, I understand that the Administrative Team will counsel with me. If, at any time, it appears that members of my former congregation are in violation of the “Policy,” I will seek counsel with the Administrative Team.
- Persistent violation of the “Policy” by any party may result in disciplinary action, according to the Book of Order, “Rules of Discipline.”

Signed

Date

Attested by:

Clerk of Session, (name of church)

Presbytery of Tres Rios
Policy for Relationship with Former Pastors and Congregation

Session Responsibilities

The Session is responsible for the spiritual and administrative life of the individual church. As such the session has a very important role in the retirement or leaving of a pastor, the successful transition of the church in the interim period and the calling and installation of the new pastor. It is important that the session lead the congregation in saying "good-bye" appropriately to the retiring pastor and in moving toward the next chapter in pastoral leadership.

Session Guidelines

- A. Initially receive the pastor's notice of the intent to retire or leave.
- B. Request permission from the Administrative Team to call a congregational meeting to dissolve the relationship between the church and the pastor and prepare the terms of separation, to include cash/housing allowance to be paid, accrued vacation, study leave, etc.
- C. Follow the guidelines in this document which delineates how a leaving or retired pastor is to relate to her/his former congregation.
- D. Reinforce with the congregation that the retiring pastor, once retired, or the leaving pastor, once left, is not to be involved in any further ministry with church members, e.g. services such as baptism, weddings, funerals and other functions including, but not limited to pastoral care. The session will explain to the congregation why this break is necessary. This should be both in the form of a letter to the congregation and through the newsletter and by announcements. On the rare occasion when such participation is desirable, the invitation with session approval, must come through the current pastor.
- E. Develop a Retirement Agreement with the retiring pastor or a separation agreement with the departing pastor and have the agreement approved by Session. A copy of this agreement will be included in the minutes of the next session meeting and a copy of the minutes of the congregational meeting (signed by the clerk and moderator) be sent to Administrative Team for its action and records.
- F. Ensure appropriate celebration gifts are arranged for the retiring or leaving pastor and family.
- G. The Session may, after the departure of the retiring pastor, consider bestowing the title of "Pastor Emeritus/Emerita" if appropriate. The title is honorific, in appreciation of past service, carrying no ministerial or pastoral authority or rights with the congregation.

Congregation Responsibilities

Church members must remember that a congregation is strengthened as members call upon the new pastor's support and nurture. This is the time in which the seeds of new pastoral relationships may be sown. It is the responsibility of the members and new pastor to develop healthy pastoral relationships. The new pastor, whether interim or called, also has responsibilities to guide the congregation with coming to terms with the past and looking forward to their future.

Congregation Guidelines

- A. When the pastoral relationship between a minister and a congregation is dissolved by reason of retirement, a call to other service, or any other cause, the minister's relationship with members of the congregation is altered in ways that must be respected by all persons involved. The relationship that formerly existed

Presbytery of Tres Rios Policy for Relationship with Former Pastors and Congregation

between the minister as pastor and members of the congregation is no longer appropriate. The minister may continue to be a friend and will continue to be a sister/brother in Christ. However, this minister is no longer the pastor.

- B. Efforts by a member of the congregation to continue the past relationship (such as asking the former pastor to perform some usual or customary pastoral services) creates an ethically awkward situation. While the former pastor may wish to honor the request (and certainly would not want to hurt feelings), ministerial etiquette and separation ethics make it inappropriate to render such services.
- C. Effort should be made to schedule weddings, funerals, hospital calls, etc. so the current pastor, whether interim or installed, can provide the required pastoral services. If your church is without any pastoral leadership, the Presbytery can be of assistance in helping secure the services of someone to assist for specific occasions.
- D. Although the former pastor is likely still to be interested in the health of the congregation, it is imperative that members avoid discussing the congregation, the new pastor, the Session or any other aspect of congregation life with the former pastor. Such discussions are likely to be perceived as soliciting the former pastor's advice or counsel on church matters. It is in her/his best interest and for the health of the church that the former pastor distance herself/himself from the congregation. Raising issues related to the congregation with the former pastor makes this more difficult and frequently puts her/him in an awkward ethical situation.
- E. It is inappropriate to take comments, concerns, or criticisms of the current pastor to a former pastor. Attempts should be made to resolve such issues directly with the current pastor. If that fails, present the issues to the Session or Personnel Committee, if applicable. Should this prove unsatisfactory, further recourse is available through the Presbytery's Administrative Team. Any effort to involve a former pastor in any issue between members and the current pastor will only confuse the situation and make matters worse. It will also put the former pastor in an untenable ethical situation.
- F. As quickly as possible, re-define relationships with the former pastor. A friendship based on common interests and personal compatibility is entirely appropriate. Such relationships with a former pastor may and should be continued as long as care is taken to avoid slipping into a pastor-parishioner relationship. Continue to be a colleague in ministry with the former pastor through the Presbytery, ecumenical, or community organizations. There may be other aspects of the relationship with a former pastor that will continue after termination of the pastor-parishioner relationship.
- G. If the former pastor is leaving the community, say good-byes and express affection and esteem in appropriate ways before she/he leaves the service of the congregation. This will help avoid continuing the relationship in inappropriate ways after the pastor has left the congregation.
- H. Seek out the new pastor for pastoral care and support. During the transition from a former pastor to a new pastor, the task of the members of the congregation is to make the change to new leadership. Anything which aids this adjustment will contribute to the health of the congregation.
- I. Work on developing an appropriate relationship with the new pastor. Talk about concerns and expectations for the congregation. Share expectations, hopes and dreams for the pastoral relationship she/he will develop with each member.
- J. Finally, pray on a regular basis for both the current and former pastors, and for the congregation.

Exhibit D

Presbytery of Tres Rios Minimum Terms of Compensation

BACKGROUND;

The Presbytery of Tres Rios policy for minimum terms of compensation for ministers was last reviewed in 2011. At that time the median salary of all ministers as determined by the Board of Pensions was \$52,900. Tres Rios minimum terms for effective salary (cash & housing) were approved at \$34,787 which was 66% of the national median and in line with the policies of the other presbyteries in the Synod of the Sun..

Since 2011, the national median for effective salary has risen by thirteen percent (13%) or \$7,900 to \$60,800 in 2020, and the Board has determined median salary will be \$61,200 for 2021. The Consumer Price Index for the Southern Region has increased 25% over the nine year period.

The task force appointed by the Administrative Team to review presbytery's minimum effective salary researched the 2020 minimum compensation policies of the other ten presbyteries in the Synod of the Sun as compared to the national median, and while they range from the lowest at 56% to 91% in Palo Duro, the average of all the presbyteries is 71% . Tres Rios' current policy for minimum compensation of \$34,787 (57% of median) is among the lowest and is not in-line with other presbyteries in our region.

A guiding principal in setting the presbytery's minimum compensation has been not to price congregations out of full-time pastors. But in reviewing the current effective salaries of all ministers in the presbytery, it was found that all of our ministers in a full-time call are already above the proposed increase. All half-time ministers are at or above what the proposed half time minimum would be.

The Administrative Team respectfully recommends that the following new policy and minimum compensation terms be adopted.



Presbytery of Tres Rios Minimum Terms of Compensation Policy

The Presbytery shall establish minimum compensation standards for pastoral call and Certified Christian Educators and Certified Associate Christian Educators within the presbytery (*Book of Order* G-3.0303c).

The Presbytery of Tres Rios will calculate minimum effective salary each year based on 70% of the churchwide median salary for all ministers (as determined by the Board of Pensions) from the previous calendar year. Effective salary will be prorated for part-time positions.

Full-Time Installed Pastors – Minimum Terms effective January 1, 2021

Minimum compensation figures are based on full-time service. Board of Pensions considers full-time 35 hours per week. Effective salary will be prorated for part-time positions.

Minimum Effective Salary for 2021 - (70% of Median Salary \$61,200) \$ 42,840

Effective Salary as defined by the Board of Pensions, consists of salary plus housing and utility allowance as well as payments to offset self-employment taxes above 50% and non-reimbursement payments made on behalf of the recipient, including payments made for medical or other insurance coverage outside the Board of Pensions plans and dependent coverage under the Board of Pensions medical benefits plan. It DOES NOT include payments made to the Board of Pensions for Pension and basic medical benefits programs.

Manse Value

The Board of Pensions values provision of a manse at 30% of effective salary

Continuing Education \$ 750

Continuing Education allowance may be carried forward for three years for use in a more extended event. Beyond that requires session approval. The minister must report any portion of this amount not used for CE purposes as salary. An advance against potential expenses is acceptable; however, the minister should provide copies of bills to the church treasurer after the event.

Auto Allowance – An accountable reimbursement plan is recommended, if not auto allowance at current IRS allowable rate, limit set by congregation. If the church pays a flat amount each month, it must be included in Effective Salary, is taxable income, and is subject to BOP dues.

Professional Fees – Accountable reimbursement plan is recommended, limit set by congregation.

Paid Vacation – Four Weeks annually (including four Sundays)

Paid Study Leave/Continuing Education – Two weeks annually (includes Sundays)

Study leave and vacation are not prorated for part-time calls or contracts. Study leave and vacation may be prorated for limited term calls or contracts.

Family Leave – It is recommended that each congregation adopt a Personnel Policy that includes a provision for paid family leave.

Sabbatical: Presbytery policy recommends that a three-month sabbatical be made available to clergy who have served a minimum of seven years in a specific congregation. Presbytery has some funds to assist with sabbaticals based on annual spend rate of the fund. For more information, please contact the presbytery office.

Temporary Disability Plan – (new for 2021) the Board of Pensions will provide for a weekly income benefit after a 14-day waiting period, up to the 90th day of disability. It provides members with 60 percent of effective salary capped at the Internal Revenue Service maximum (\$285,000 in 2020). Congregations will be required to pay the 40% of effective salary not covered by the Board of Pensions Plan.

Changes in terms of call shall be reported annually to presbytery. (NOTE: A change in the contribution amount to the Board of Pensions is viewed by the Presbytery as a change in compensation and congregational approval of such change is required.)

Other Models of Ministry

- A. **Interim Pastor** – The salary for a full-time interim pastor shall be no less than the recommended minimum effective salary established for the Presbytery as outlined above.
- B. **Part-Time/Tentmaker** – The salary for a part-time or tent-maker pastor shall be based on the percent of time devoted to pastoral functions and will be no less than that percentage of the minimum salary established for the presbytery. Part time (P/T) minimum terms of call are prorated: 3/4 - 75%; 1/2 - 50%; and 1/4 - 25%; or 2/3 - 66.6%; 1/3 - 33.3%.
- C. **Clergy Couples** – The salary for each member of a clergy couple, where each member is a full-time pastor will be no less than the recommended minimum salary established above, except that housing and utility allowances may be paid on the basis of a single household. However, for the purposes of reporting to Presbytery, the housing and utility allowances are considered to be paid in full to each. If the salaries fall below the recommended minimum, a clergy couple shall be considered as two separate pastors.
- D. **Temporary Supply** – The salary for a temporary supply shall be based on the percent of time devoted to pastoral functions and will be no less than the percentage of the minimum salary established for the presbytery.
- E. **Retired Clergy** – The salary for retired clergy shall include a cash amount which will provide adequate remuneration for the pastoral work being performed, and which will not jeopardize receipt of Social Security, retirement pay, etc. In addition, a housing and utility allowance and an automobile allowance as appropriate shall be paid. If a church contracts with a pastor who is **Honorably Retired**, and that person **works 20 hours or more per week BOP dues are required and calculated at 12% of Effective Salary**. If the contract is less than 20 hours per week no dues are required. See Board of Pensions Administrative Rule 0801

STATEMENT ON SELF-EMPLOYMENT TAXES

In light of the fact the General Assembly has stated on several occasions that Presbyterian ministers have no valid theological grounds to which they may appeal in objecting to their participation in the Social Security Program and the fact that the Pension Program is predicated upon clergy participation in that program, the Presbytery will not entertain a call to any candidate who refuses to participate for reasons of conscience.

In the cases of ministers who are already ordained, the call will only be entertained if the minister signs a release which exempts the Presbytery, Synod and General Assembly from any claim for assistance after retirement that would have been unnecessary had the minister participated in Social Security.

Notes:

- Beginning January 1, 2021, Board of Pensions **Pastor's Participation Plan** dues will remain at **37%** but the breakdown for dues will be **8-1/2% for Pension, 27% Medical, 1% death & disability, .05% Temporary Disability.**
- Board of Pensions coverage (**Pastor's Participation Plan**) (pension, medical, death & dismemberment) is required for all installed persons regardless of the number of hours worked. Employers may still choose to enroll any minister who works at least 20 hours per week in the Pastor's Participation Plan.
- Beginning in 2021, any minister who is not an installed pastor and is employed at least 20 hours per week is eligible for the Board of Pensions **Minister's Choice Plan**. The cost to employers is **10 percent** of effective salary. Ministers enrolled in Minister's Choice will have access to important assistance and education programs like CREDO, Minister Educational Debt Assistance, and Healthy Pastors, Healthy Congregations — all through Minister's Choice. They will also have access to Board University and grants through the Assistance Program.
- **Temporary Disability Plan** (new for 2021) will be included in the Board of Pensions Pastor Participation Plan and will also be available in the Minister's Choice Plan.
- Actual Moving Expenses (where applicable) are no longer tax deductible; adding this to first year salary should be considered, along with the estimated tax on the amount.
- Board of Pensions no longer requires Vacancy Dues when a pulpit is vacant.

For more information regarding effective salary and Board of Pensions dues, please visit the Board of Pensions website: www.pensions.org. In addition to print-ready information on effective salary and current dues schedule, the Board has a dues calculator to assist in budgeting.

Presbytery of Tres Rios 2021 Asking Budget Treasurer's Report September 30, 2020

	Actual	Budget	Approved	Asking	Comments
	thru 9/30/20	thru 9/30/20	2020	Budget 2021	
Receipts					
Contributions from Churches					
For Presbytery	\$82,978	\$86,307	\$115,076	\$114,230	
For Synod	1,397	\$1,500	2,000	2,000	
For General Assembly	11,674	\$17,493	23,324	23,170	Based on per capita @ \$8.98/member for 2021 and 2022. 2580 members billed for 2021
Total church contributions	96,049	105,300	140,400	139,400	
Transfers from Restricted Funds					
Future Fund	86,835	\$110,627	147,502	149,902	Represents a spend rate of 6% which was approved at the June 2018 meeting. Amount available for 2021 \$183,278
Apache Royalty	16	\$0			
Builders Fellowship		\$0			
Church Development	15,000	\$22,500	30,000	29,000	Represents support for Nazareth and Divine Savior salaries. Actual reflects assistance for Nazareth only
Camp Chimney Spring Funds	9,328	\$23,625	31,500	35,500	Includes support for all youth events, including youth task force, Jr. High youth camps and provision for 2019 triennium. Total must be within the 5% spending level of CCS funds.
Willie Hall Black Scholarship	1,435	\$0	2,000	2,200	
Scholarship		\$1,500	2,000	2,200	
Operating Reserve Funds	112,614	47,127	62,836	71,884	Amount needed to balance the budget
Interest Income	105	75	100	100	
Rent-Maranatha properties	4,500	4,500	6,000	6,000	
Barstow Lot Sale	2,500				
Andrews Church Sale	60,000	0	0	0	Property Sold in 2020
Donations	100	0	0	0	Confidential, unsolicited pledges or contributions from individuals. There was one donation in late 2018
Other Income	1,970	2,250	3,000		Actual consists of royalty income from Trinity O&G properties, Faskin Trust proceeds.
Total Receipts	277,838	317,504	423,338	433,986	

Presbytery of Tres Rios 2021 Asking Budget Treasurer's Report September 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
	<u>thru 9/30/20</u>	<u>thru 9/30/20</u>	<u>2020</u>	<u>2021</u>	<u>Comments</u>
Expenditures					
Support for Upper Gov Bodies					
Synod	1,397	1,500	2,000	2,000	
General Assembly	11,674	17,493	23,324	23,170	
Total Support for Upper Councils	13,071	18,993	25,324	25,170	
Administrative Team					
Facilities:					
Building Janitorial	3,600	3,600	4,800	4,800	
Building Maintenance	2,177	2,250	3,000	3,000	
Building Utilities	5,270	3,975	5,300	5,300	
Insurance/Office & other facilities	6,708	5,250	7,000	9,000	
Maintenance of other facilities	15	750	1,000	1,000	Funded from Operating Reserve
Total Facilities	17,770	15,825	21,100	23,100	
Operating Expenses-Presbytery:					
Communications	279	525	700	700	
Computer Operations	1,397	4,500	6,000	6,000	
Website	893	600	800	1,000	
Equipment Leases	5,672	7,388	9,850	10,000	New copier and postage meter leased in April, 2020
Equipment Maintenance	2,175	2,250	3,000	3,000	
Postage	1,533	1,275	1,700	2,000	
Supplies	3,133	3,375	4,500	4,500	
Van and storage	1,575	1,800	2,400	2,400	
GA Training		300	400	0	
Moderator Training		750	1,000	1,000	
Presbytery Training event		750	1,000	1,000	
Telephone	5,285	4,875	6,500	7,000	
Taxes	180				
Total Operating Expenses-Presby.	22,122	28,388	37,850	38,600	

Presbytery of Tres Rios 2021 Asking Budget Treasurer's Report September 30, 2020

	Actual thru 9/30/20	Budget thru 9/30/20	Budget 2020	Budget 2021	Comments
Administrative Team					
Personnel Sub-Committee		375	500	500	
Permanent Judicial Committee		450	600	600	
Presbytery Task Forces	566	375	500	500	
Trustee Expense	4,539	3,000	4,000	1,500	
Nominating and Representation		188	250	250	
Financial Review		3,750	5,000	8,500	Funded from Operating Reserve
Meetings of team and sub groups	561	750	1,000	1,000	
Administrative Personnel Support	505	563	750	750	
Candidate Eval/Travel		1,500	2,000	2,000	
Travel/Denomination/BOP Events	1,960	3,375	4,500	4,500	Funded from Future Fund
Meetings		4,500	6,000	4,000	
	8,131	18,825	25,100	24,100	
Grants to churches (Small Church)		0	0	0	Funded from the Small Church Fund
Transfer to Operating Reserve					
Total Administrative Team	48,023	63,038	84,050	85,800	
Staff Expense					
Admin. Assistant Salary	36,411	36,411	48,548	48,548	
Admin. Assistant Pens/Medical	10,591	10,688	14,250	14,000	
Admin. Assistant Cont Ed	587	750	1,000	1,000	
Stated Clerk Salary	16,200	16,200	21,600	30,000	Funded by Future Fund
Stated Clerk Expense	215	3,000	4,000	4,000	Funded by Future Fund
Payroll Taxes	2,683	4,025	5,366	5,366	
Staff Expense	766	1,875	2,500	2,500	
Vision Leader Salary	22,500	22,500	30,000	30,000	Funded by Future Fund
Vision Leader BOP	8,325	8,402	11,202	11,202	Funded by Future Fund
Vision Leader Travel/Professional Exp	463	5,250	7,000	7,000	Funded by Future Fund
Vision Leader CE		600	800	800	Funded by Future Fund
Pastoral Leader Salary	22,500	22,500	30,000	30,000	Funded by Future Fund
Pastoral Leader BOP	11,423	10,950	14,600	14,600	Funded by Future Fund
Pastoral Leader Travel/Professional Exp	3,433	5,250	7,000	7,000	Funded by Future Fund
Pastoral Leader CE	75	600	800	800	Funded by Future Fund
Total Staff Expense	136,172	149,000	198,666	206,816	

**Presbytery of Tres Rios
2021 Asking Budget
Treasurer's Report September 30, 2020**

	Actual thru 9/30/20	Budget thru 9/30/20	Budget 2020	Budget 2021	<u>Comments</u>
Team Meet Expense	0	0	800	800	
Pastoral Team					
Training-Ruling Commissioned Elder	(150)	1,650	2,200	2,200	Funded from scholarship fund
Meetings	1,025	2,250	3,000	1,500	
Pastoral Leader Expense	2,759	3,750	5,000	5,000	Funded from Future Fund
Youth:		0			
Youth Task Force	9,288	9,000	12,000	14,000	
Triennium		4,500	6,000	6,000	
Synod Youth Workshop	4,000	8,250	11,000	11,000	
Junior High Youth Camps		1,875	2,500	2,500	
Other Youth Projects	769	0	0	2,000	
Youth Total	14,057	23,625	31,500	35,500	Youth activities are funded by the CCS Fund
Total Pastoral Team	17,691	27,525	36,700	44,200	

**Presbytery of Tres Rios
2021 Asking Budget
Treasurer's Report September 30, 2020**

	Actual thru 9/30/20	Budget thru 9/30/20	Budget 2020	Budget 2021	Comments
Vision and Outreach Team					
Disaster Relief	3,808	7,500	10,000	10,000	
Meetings	1,283	2,250	3,000	5,000	
Vision Presbyter Expense	1,397	3,750	5,000	5,000	Funded from Future Fund
		0			
		0			
Church Support:					
Nazareth Salary Support	11,250	11,250	15,000	15,000	
Divine Savior Support	2,500	11,250	15,000	14,000	Funds sent in 2020 to Casa Hogar as approved by V&O
Total Church Support	13,750	22,500	30,000	29,000	Funded from Church Development
Mission Support					
Project Vida	7,510	7,500	10,000	10,000	
Pasos de Fe	9,511	7,500	10,000	10,000	
Project Vida Computer Grant	3,785	3,750	5,000	5,000	Each year for 3 years beginning in 2020
Bob Lewis Mission	1,000	750	1,000	1,000	
Project Dignidad	1,000	750	1,000	1,000	
Border Ministry Coordinator				1,000	
Total Mission Support	22,776	20,250	27,000	28,000	
Vision and Outreach Team					
	<u>43,014</u>	<u>52,500</u>	<u>70,000</u>	<u>72,000</u>	
Total Expense					
	<u>257,971</u>	<u>311,055</u>	<u>414,740</u>	<u>433,986</u>	
Net Receipts over (under) Expenditures					
	<u>\$19,867</u>	<u>\$6,449</u>	<u>\$8,598</u>	<u>\$0</u>	
Beginning of year surplus (deficit)					
	\$66,089	77,066	\$62,139	\$8,595	
Transfer from Operating Reserve					
	\$0	0	\$0	\$0	
End of year surplus					
	<u>\$85,956</u>	<u>\$83,515</u>	<u>\$70,737</u>	<u>\$8,595</u>	

**Minutes of the Special Called Meeting
Presbytery of Tres Rios
June 5, 2020
ZOOM video conference**

A special called meeting of the Presbytery of Tres Rios was called to order with scripture reading and prayer by Moderator John Nelsen at 1:00 p.m. on Friday, June 5, 2020. The meeting was conducted via Video Conference. John Nelsen welcomed members of the presbytery and Kay Long presented instructions for how the meeting would be conducted.

A quorum was declared present by Stated Clerk, Kay Long and the call for the meeting was read.

Minister members present: Mary Beth Anton; Tracy Spencer-Brown; Tim Davenport-Herbst; Gary Dill; Joe Gossett; Tim Gray; Ron Hankins; Neal Locke; Hailey Malcolm; Matt Miles; John Nelsen; Holly Clark-Porter; Bob Reno; Tommy Taylor

Commissioned Ruling Elders present: Ann Hurt

Ruling Elder Commissioners present: Alpine, Madelyn Farmer; Grace, El Paso, Reese Flory; University, El Paso, Jimmy Stevens; Marfa, Marilyn Dill; Grace, Midland, Jalyn Fiske; Monahans, Susan Edington; Grace Chapel, San Angelo, David Byrd; St Paul, San Angelo, Mike Burnett; Seminole, Dan Calfee

Ex Officio members present: Kay Long, Stated Clerk

Guests: Theresa Wright, Recording Clerk; Valerie Young, Synod of the Sun Executive

A total of 25 voting members present.

It was MOVED, SECONDED AND CARRIED that Valerie Young be seated as a corresponding member with voice.

REPORT OF THE ADMINISTRATIVE TEAM

Report was presented by Kay Long.

1. Approve the recommendation of the Administration Team to sell Lot 7, Blk 81, Original Town of Barstow, Ward County, Texas to the Ward County Irrigation District No. 1 of Barstow, Texas.

Legal description of property to be conveyed:

All of Lot 7 (Seven), Blk 81 (Eighty-One), Original Town of Barstow, Ward County, Texas; save and except; all interests in oil, gas, or other minerals.

It was MOVED AND CARRIED that Recommendation 1 be approved. Recommendation was approved with a unanimous vote.

2. That presbytery authorizes the Administrative Team to determine if there are possible appropriate uses of the former Church of Christ, Paint Rock property that would benefit the community of Paint Rock, Tx and either gift and/or sale the property located at 224 S. Hall Street, Paint Rock. That the Administrative Team be authorized to enlist the services of a real estate broker and attorney to affect the gift or sale, and that presbytery's trustees be authorized to convey title of the property to the grantee or purchaser. Proceeds of any sale to be invested in the Camp Chimney Springs Fund. Sales price to be determined based on market value.

Legal description of the property:

Acres 0.075, Blk 17, BL 17 SIMS & HALL ADDN N/W CORNER 50 X 65

It was MOVED, SECONDED AND CARRIED that the following amendment be approved: Proceeds of any sale to be invested in the *Operating Reserve Fund (instead of the Camp Chimney Spring Fund)*. Amendment failed with a vote of 7 in favor; 17 against and 1 abstention. It was MOVED AND CARRIED that recommendation 2 be approved.

3. That presbytery approves the Administrative Team using funds from the sale of the Andrews church property (balance approx \$62,000) to assist any of the Tres Rios congregations struggling ~~to pay their pastor~~ due to the Covid 19 pandemic.

It was MOVED, SECONDED AND CARRIED that the following amendment be approved: strike to pay their pastor. Amendment approved with unanimous vote.

It was MOVED AND CARRIED that Recommendation 3 as amended be approved. Recommendation was approved with a unanimous vote. Recommendation now reads: That presbytery approves the Administrative Team using funds from the sale of the Andrews church property (balance approx. \$62,000) to assist any of the Tres Rios congregations struggling due to the Covid 19 pandemic.

There being no further business the meeting was closed with prayer by Hailey Malcolm at 1:40 p.m.

Respectfully submitted,



Rev. Dr. John Nelsen, Moderator



Kay Long, Stated Clerk

Theresa Wright, Recording Clerk



The Presbytery of Tres Rios
The Presbyterian Church (USA)



Kay Long, Stated Clerk
 Cell – (432) 466-1117 kaylong@sbccglobal.net

Theresa Wright, Administrative Assistant
 Cell - (432) 528-7317 twright@tresrios.org

Date: May 18, 2020
To: All Ministers and Clerks of Session
From: Rev. Dr. John Nelsen, Moderator Presbytery of Tres Rios
Subj: Notice of Special Called Meeting of Presbytery

The prior constitutional requirements having been met; I hereby call the Presbytery of Tres Rios to meet at 1:00 p.m. (CDT) – 12:00 noon (MDT), on June 5, 2020 to be held by electronic videoconferencing means in accordance with the attached petition.

Dear Friends in Christ,

Attached is the Petition for a Special Called Meeting of the presbytery to hear and act on the recommendations regarding the following item:

1. Approve the recommendation of the Administration Team to sell Lot 7, Blk 81, Original Town of Barstow, Ward County, Texas to the Ward County Irrigation District No. 1 of Barstow, Texas.

Legal description of property to be conveyed: All of Lot 7 (Seven), Blk 81 (Eighty-One), Original Town of Barstow, Ward County, Texas; save and except; all interests in oil, gas, or other minerals

2. That presbytery authorizes the Administrative Team to determine if there are possible appropriate uses of the former Church of Christ, Paint Rock property that would benefit the community of Paint Rock, Tx and either gift and/or sale the property located at 224 S. Hall Street, Paint Rock. That the Administrative Team be authorized to enlist the services of a real estate broker and attorney to affect the gift or sale, and that presbytery's trustees be authorized to convey title of the property to the grantee or purchaser. Proceeds of any sale to be invested in the Camp Chimney Springs Fund. Sales price to be determined based on market value.

Legal description of the property:

Acres 0.075. Blk 17. BL 17 SIMS & HALL ADDN N/W CORNER 50 X 65

1201 W Wall, Midland, Texas 79701 – Ph. (432) 682-5297 – Fax (432) 687-6120

www.tresrios.org

3. That presbytery approves the Administrative Team using funds from the sale of the Andrews church property (balance approx \$62,000) to assist any of the Tres Rios congregations struggling to pay their pastor due to the Covid 19 pandemic.

It is hoped that all teaching elder members and ruling elder commissioners will make a special effort to attend this important meeting. Please read the special instructions for the meeting attached to the call.

In Christ's Service,



Rev. Dr. John Nelsen
Moderator

**PETITION FOR A PRO RE NATA (SPECIAL CALLED) MEETING OF THE
PRESBYTERY OF TRES RIOS**

We the undersigned, request the Moderator to call a Special Meeting of the Presbytery of Tres Rios for June 5, 2020 at 12:00 noon (MDT), 1:00 p.m. (CDT) to be held by electronic videoconferencing (Zoom) means as per the presbytery's Bylaws, Article IX and the Manual of Operation, Section VI.

The purpose is to hear and act upon the recommendations of the Administrative Team regarding the following items and all related business.

1. That the Presbytery approve the sale of the Surface Estate Only of Lot 7 (Seven), Blk 81 (Eighty-One), Original Town of Barstow, Ward County Texas to the Ward County Irrigation District No. 1, Barstow, Tx; save and except; all interests in oil, gas and other minerals for the sum of \$2,500, and that the presbytery authorize the trustees to convey title to the property to the purchaser. The purchaser will pay all legal and filing fees.

Legal description of property to be conveyed:

All of Lot 7 (Seven), Blk 81 (Eighty-One), Original Town of Barstow, Ward County, Texas; save and except; all interests in oil, gas, or other minerals.

2. That presbytery authorizes the Administrative Team to determine if there are possible appropriate uses of the former Church of Christ, Paint Rock property that would have a civic or religious benefit for the community of Paint Rock, Tx. or the presbytery, and either gift and/or sale the property located at 224 S. Hall Street, Paint Rock. That the Administrative Team be authorized to enlist the services of a real estate broker and attorney to affect the gift or sell of the property, and that presbytery's trustees be authorized to convey title of the property to the grantee or purchaser. Proceeds of any sale to be invested in the Camp Chimney Springs Fund. Any sales price to be determined based on market value.

Legal description of the property:

Acres 0.075, Blk 17, BL 17 SIMS & HALL ADDN N/W CORNER 50 X 65

Background: In 1881 Presbyterian, Methodist, and Baptist churches were established in Paint Rock, and for a time shared the same meeting space until each could build their own sanctuary. In 1920 the First Presbyterian Church built a sanctuary at 224 S. Hall St. In 1976, the presbytery dissolved FPC Paint Rock as there were only two remaining members. The church was gifted and deeded to the Church of Christ congregation with a clause that stipulates that if the Church of Christ ceases to exist, the property reverts to the Presbytery of Tres Rios. The Church of Christ members worshipped in that location until March 24, 2019 when their pastor died. As there are only 5 remaining members, they notified the presbytery that they can no longer support a pastor and have decided to close. An affidavit attesting to these facts will be filed with the Concho County Clerk's office. A caretaker has been engaged to mow the grass and watch over the property.

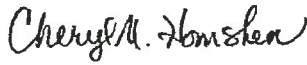
3. That presbytery approves the Administrative Team using funds from the sale of the Andrews church property (balance approx. \$62,000) to assist any of the Tres Rios congregations struggling to pay their pastor due to the Covid 19 pandemic.



Rev. Dr. Jim Miles, First PC, Fort Stockton



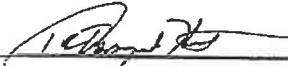
Elder Cambri Allison, First PC, Odessa



Rev. Cheryl Homsher, Grace PC, Midland



Elder Jimmy Stevens, University, El Paso



Rev. Dr. Tim Davenport-Herbst,
St Paul PC, San Angelo



Elder Bobbie Duncan, Westminster PC, Odessa

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Addendum

1. 2020 Nomination and Representation Worksheet
2. Evidence of property and liability insurance coverage
3. Session Records Review Checklist – adherence to G-3.0106 “All councils shall adopt and implement a sexual misconduct policy and child protection policy”.
4. Presbytery Manual of Operations
5. Presbytery Child Protection Policy
6. Presbytery Directory

2020 NOMINATION AND REPRESENTATION WORKSHEET

TEAM COMMITTEE	CLASS	NAME	GENDER	AGE	ORDIN	RACE	CLUSTER	CONGREGATION
Administration								
Trustees								
	2021	Melanie Mathys	F	45-65	RE	White	El Paso	University, El Paso
	2021	Jim Miles	M	Over 65	TE	White	Mountain	First, Fort Stockton
	2022	Milt Thompson	M	Over 65	RE	White	Permian	First, Odessa
	2022	Holly Clark-Porter	F	25-45	TE	White	El Paso	Grace, El Paso
Pastoral								
	2021	Jinny Forbes	F	45-65	RE	White	El Paso	University, El Paso
	2021	Tim Davenport-Herbst		45-65		White	Concho	St Paul, San Angelo
	2022	Connie Chapman	F	45-65	RE	White	El Paso	Grace, El Paso
	2022	Ron Hankins	M	45-65	TE	Black/African	Permian	First, Odessa
Vision & Outreach								
	2021	Ann Hurt	F	45-65	CRE	White	Mountain	First, Fort Stockton
	2021	Neal Locke	M	45-65	TE	White	El Paso	First, El Paso
	2022	Jeannie Holbrook	F	Over 65	RE	White	Permian	First, Odessa
	2022	John Nelsen	M	Over 65	TE	White	El Paso	University, El Paso
PJC								
	2022	Randy Gardner	M	45-65	RE	White	Concho	Grace Chpl, San Angelo
	2022	Donna Crafton	F	45-65	RE	White	El Paso	Grace, El Paso
	2022	Bart Medley	M	45-65	RE	White	Mountain	First, Fort Davis
	2024	Judia Foreman	F	Over 65	RE	White	Permian	Grace, Midland
	2024	Mary Beth Anton	F	45-65	TE	White	Permian	Member at Large
	2024	Gary Dill	M	Over 65	RE	White	Mountain	First, Marfa
	2026	Bart Teeter	M	45-65	RE	White	Concho	St Paul, San Angelo
	2026	Shannon Weisenfels	F	25-45	TE	White	Permian	Member at Large
	2026	Timothy Gray	M	25-45	TE	White	El Paso	University, El Paso
Personnel								
	2020	Gary Dill	M	45-65	TE	White	Mountain	First, Marfa
	2020	Chris Laufer	F	45-65	RE	White	Permian	Grace, Midland
	2020	Randy Gardner	M	45-65	RE	White	Concho	Grace Chpl, San Angelo
Leadership Recruitment & Representation								
	2021	Becky Thomas	F	45-65	RE	White	Permian	First, Odessa
	2021	Kaci Clark-Porter	F	25-45	TE	White	El Paso	Grace, El Paso
	2021	David Byrd	M	45-65	RE	White	Concho	Grace Chpl, San Angelo
	2021	Mary Beth Anton	F	45-65	TE	White	Permian	Member at Large
GA Commissioners								
	2020	Tracy Spencer Brown	F	45-65	TE	White	Permian	Westminster, Odessa
	2020	Bill Rose	M	45-65	RE	White	El Paso	Grace, El Paso
	2020	Tai Spain (YAAD)	F	18-25	RE	Asian/Pacific	Concho	St Paul, San Angelo
Synod Commissioners								
	2022	Tracy Spencer Brown	F	45-65	TE	White	Permian	Westminster, Odessa
	2021	Bill Rose	M	45-65	RE	White	El Paso	Grace, El Paso
	2021	Ron Hankins (At Large)	M	45-65	TE	Black/African	Permian	First, Odessa
ORD/Exam Readers								
	2021	Tracy Spencer Brown	F	45-65	TE	White	Permian	Westminster, Odessa
	2021	Bill Rose	M	45-65	RE	White	El Paso	Grace, El Paso



700 Prospect Avenue
Cleveland, OH 44115
(800) 437-8830
Fax (216) 736-3239

**PROPERTY PROGRAM
MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

PRESBYTERY OF TRES RIOS
1201 WALL STREET
MIDLAND, TX 79701

Your Agent: Jennifer Perri
Telephone: (216) 736-3273

MEMORANDUM NO./IB NO. PKP008215302 / P000400712

OTHER NAMED INSURED(S)

PRESBYTERY OF TRES RIOS / PRESBYTERY OF TRES RIOS

This document is to evidence that the organization named above is or will be an insured under a master policy issued to United Church Insurance Association (aka Insurance Board). Churches and affiliated entities and organizations of Protestant denominations covenantally aligned with the United Church of Christ are eligible to participate in this insurance program administered by Insurance Board. The organization named above is or will be an insured as of the beginning of the stated policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

POLICY PERIOD

From: 1/1/2021 To: 1/1/2022

12:01 AM Standard Time at your address shown above.

Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 12/9/2020

PKP008215302 / P000400712

**COMMERCIAL PROPERTY
(EQUIPMENT BREAKDOWN INCLUDED)**

Blanket Limit - Total Values: \$1,274,284
 Deductible: \$2,500

PROPERTY SCHEDULE

Address	Description of Premises	Applicable Coverages	Construction Type	Building Value	Contents Value
1201 WALL STREET MIDLAND, TX 79701	Office	FL EQ GS	Joisted Masonry	\$246,575	\$59,407
12990 Cabello Lane San Elizario, TX 79849	Delcristo-Tenant Occupied	FL EQ GS	Frame	\$78,030	
12990 Cabello Lane San Elizario, TX 79849	Mobile Home	FL EQ GS	Frame	\$31,212	
1109 Ave H Seagraves, TX 79359	Church-Tenant Occupied	FL EQ GS	Frame	\$586,720	
224 S. Hall St, (Vacant) Paint Rock, TX 76866	Vacant-Paint Rock Church - Vacant	EQ GS	Frame	\$272,340	

To report a claim, call your agent or <https://www.insuranceboard.org/claims/report-a-claim/>

Date Issued: 12/9/2020

PKP008215302 / P000400712



Revised 05/19/2020

700 Prospect Avenue
 Cleveland, OH 44115
 (800) 437-8830
 Fax (216) 736-3239
 www.InsuranceBoard.org

**PROPERTY PROGRAM
 MEMORANDUM OF INSURANCE**

NAME AND MAILING ADDRESS OF INSURED

**PRESBYTERY OF TRES RIOS
 1201 WALL STREET
 MIDLAND TX 79701**

**Issuing Agency:
 Willis Towers Watson Midwest, Inc.
 1001 Lakeside Ave., Suite 1500
 Cleveland, OH 44114**

**Sub-Agent: UNITED CHURCH INS. SVCS.
 Telephone: 877-597-8247**

MEMORANDUM NO./IB NO. PKP 0082153 01 / P000400712

NAMED INSURED(S)

PRESBYTERY OF TRES RIOS

This document is to evidence that the organization named above is or will be an insured under a master policy issued to United Church Insurance Association (aka Insurance Board). Churches and affiliated entities and organizations of Protestant denominations covenantally aligned with the United Church of Christ are eligible to participate in this insurance program administered by Insurance Board. The organization named above is or will be an insured as of the beginning of the stated policy period and for the coverages shown below. A copy of the master policy is available for your review. This document is for informational purposes only and does not amend or alter the terms, exclusions and conditions of the policy.

POLICY PERIOD From: 01/01/2020 To: 01/01/2021 12:01 AM Standard Time at your address shown above.

Any restatement below of limits of insurance shown elsewhere in the policy does not increase your limits of insurance.

**COMMERCIAL PROPERTY
 (EQUIPMENT BREAKDOWN INCLUDED)**

Blanket Limit - Total Values: \$1,249,298
Deductible: \$2,500

PROPERTY SCHEDULE

Address	Description of Premises	FL	EQ	Construction Type	Building Value	Contents Value
1201 WALL STREET MIDLAND TX 79701	Office	Y	Y	Joisted Masonry	\$241,740	\$58,242
12990 Cabello Lane San Elizario TX 79849	Delcristo-Tenan Mobile Home-Ten	Y	Y	Frame Frame	\$76,500 \$30,600	

1109 Ave H Church-Tenant O Y Y Frame \$575,216
 Seagraves
 TX 79359

224 S. Hall St Paint Rock Chur N Y Frame \$267,000
 (Vacant)
 Paint Rock
 TX 76866

SPECIAL COVERAGES - DEDUCTIBLES AND RESTRICTIONS

Note: In the preceding schedule, the FL (flood) and EQ (earth movement) columns indicate if coverage applies to a described premises. Y for "Yes"; N for "No".

Flood

Deductible is the same as for all other perils except Earth Movement, Hurricane & Named Storm. Deductible is as shown on page 1 of this Memorandum of Insurance.

See Schedule

Note: Coverage is unavailable for locations in Federal Flood Zones starting with A or V.

Earth Movement (EQ)

See Schedule

Deductible is 3% of stated values at each location, and for each occurrence in all states, except for locations in CA, the deductible is 5%.

Hurricane & Named Storm

Included for All Locations

Deductible is a percentage of the stated values for each location and for each occurrence in the following localities:

1. 5 percent deductible for entire state of Florida, and the following counties/cities/parishes by state:

Alabama	Baldwin, Mobile;
Georgia:	Bryan, Camden, Chatham, Glynn, Liberty, McIntosh;
Louisiana:	Calcasieu, Cameron, Iberia, Jefferson, Lafourche, Livingston, Orleans, Plaquemines, St. Mary, St. Bernard, St. Charles, St. James, St. John the Baptist, St. Tammany, Terrebonne, Vermilion;
Mississippi:	Hancock, Harrison, Jackson;
North Carolina:	Beaufort, Bertie, Brunswick, Camden, Carteret, Chowan, Craven, Currituck, Dare, Hyde, Jones, New Hanover, Onslow, Pamlico, Pasquotank, Pender, Perquimans, Tyrrell, Washington;
South Carolina:	Beaufort, Berkeley, Charleston, Georgetown, Horry, Jasper;
Texas:	Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Jefferson, Kenedy, Kleberg, Liberty, Matagorda, Newton, Nueces, Orange, Refugio, San Patricio, Victoria, Willacy.

2. 2 percent deductible for entire state of Hawaii, and the following counties/cities/parishes by state:

- Georgia: Brantley, Charlton, Effingham, Long, Wayne;
- Louisiana: Acadia, Ascension, East Baton Rouge, Iberville, Jefferson Davis, Lafayette, Tangipahoa, Washington, West Baton Rouge;
- Mississippi: George, Pearl River, Stone;
- North Carolina: Bladen, Columbus, Duplin, Hertford, Lenoir, Martin, Pitt;
- South Carolina: Colleton, Dorchester, Williamsburg;
- Texas: Bee, Brooks, Fort Bend, Goliad, Hardin, Harris, Hildalgo, Jackson, Jim Wells, Wharton;
- Virginia: Accomack, Chesapeake City, Gloucester, Hampton City, Isle of Wight, James City, Lancaster, Mathews, Middlesex, Newport News, Norfolk City, Northampton, Northumberland, Poquoson City, Portsmouth City, Suffolk City, Surry, Virginia Beach City, Westmoreland, Williamsburg City, York;

Business Income, including	Actual Loss Sustained - Up to \$500,000
Extra Expense	Included
Tuition & Fees (one year from date of restoration)	Included
Optional Additional Business Income	\$0
Upgrade to Green Coverage	Up to \$50,000
Terrorism Coverage	Included
Unscheduled Fine Arts	\$25,000
Valuable Papers and Records	\$25,000
Accounts Receivable	\$25,000
Electronic Data & Media	\$25,000

ADDITIONAL INTERESTS

Mortgagees and/or Loss Payees

Name and Mailing Address **Type of Interest**

Andrew Gunn

Andrew Gunn, Authorized Representative
 Willis Towers Watson Midwest, Inc.
 Agent/Broker for the
 Insurance Board

- _____ 1. At least four stated meetings were held during the year.
- _____ 2. The date, time, place, and length of each meeting were recorded.
- _____ 3. The type of meeting (stated, called, congregational) were noted.
- _____ 4. A quorum was present for each meeting with names of those present and those absent given.
- _____ 5. The meeting was opened and closed with prayer.
- _____ 6. The minutes of the session were read and approved and or corrected.
- _____ 7. The minutes of all meetings were signed.
- _____ 8. The minutes contain a complete account of all business transacted.
- _____ 9. Proposals adopted have been implemented.
- _____ 10. Committees are active and reporting.
- _____ 11. The minutes reflect the proper election, training, examination, ordination, and installation of elders and deacons with their names.
- _____ 12. The minutes record the dates of the Lord's Supper, baptisms, weddings, and deaths.
- _____ 13. The minutes record members dismissed, their full names, and how removed from the roll.
- _____ 14. The minutes record members received, their full names, and method of reception.
- _____ 15. The annual statistical report has been approved by the session and entered into the minutes.
- _____ 16. A permanent membership roll has been maintained as to active, inactive, affiliate, baptized members.
- _____ 17. A permanent complete register of marriages, baptisms, pastors, deacons, and elders is being kept.
- _____ 18. There is a record that the session is exercising financial responsibility by electing a treasurer annually, adopting a budget, receiving financial reports, and having an annual financial review or audit.
- _____ 19. The session has obtained property and liability insurance coverage to protect its facilities, programs, staff and elected and appointed officers.
- _____ 20. The session reviews the Board of Deacons' minutes annually.
- _____ 21. The session reviews the compensation of pastor/staff annually.
- _____ 22. There is a record of the Annual Congregational Meeting.
- _____ 23. The minutes of congregational meetings are entered into the record, signed by both the moderator and secretary.
- _____ 24. The business to be transacted in a called session meeting or in a congregational meeting is stated at the outset of the minutes for that meeting and only that business was conducted.
- _____ 25. Communications from higher governing bodies are read and acted upon.
- _____ 26. These copies of session minutes are accompanied by a letter from the clerk of session stating that they are true copies.
- _____ 27. The Sessional Records Index Sheet is completed and included with each year's minutes.
- _____ 28. Comments by the reviewer on the "feel" for the life of this particular church are made on a separate page.
- _____ 29. Church has a Child Protection and Sexual Misconduct Policy.

**BYLAWS
AND
MANUAL OF OPERATIONS**



**PRESBYTERY OF TRES RIOS
PRESBYTERIAN CHURCH (U.S.A.)**

**[Adapted to conform to the new Form of Government
adopted by PCUSA, 2011:Effective 7-11-2011]**

**[Proposed amendments of the Next Steps Implementation Team 9-17-2018]
Implementation Date to be March 1, 2019**

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**Revised
10/11/2019
03/06/20
10/09/20**

PRESBYTERY OF TRES RIOS BYLAWS

ARTICLE I. NAME

The name of this presbytery is: The Presbytery of Tres Rios of the Presbyterian Church (U.S.A.). It is a council of the Synod of the Sun and the Presbyterian Church (U.S.A.)

ARTICLE II. BOUNDARIES

The geographical area of the Presbytery of Tres Rios includes the following counties in the State of Texas, U.S.A.: Andrews, Brewster, Coke, Concho, Crane, Crockett, Culberson, Ector, El Paso, Gaines, Jeff Davis, Glasscock, Howard, Hudspeth, Irion, Loving, Martin, Midland, Pecos, Presidio, Reagan, Reeves, Runnels, Schleicher, Sterling, Sutton, Terrell, Tom Green, Upton, Ward, and Winkler.

ARTICLE III. CONSTITUTION & AUTHORITY

The Constitution of the Presbytery of Tres Rios shall consist of the *Book of Confessions* (Part I) and the *Book of Order* (Part II) of the Presbyterian Church (U.S.A.).

ARTICLE IV INCORPORATION

The Presbytery of Tres Rios of the Presbyterian Church (U.S.A.) has been organized under the Texas Non-Profit Corporation Act exclusively for charitable, religious, and benevolent purposes under section 501(c)3 of the Internal Revenue Code, or corresponding section of any future tax code. The management of the affairs of the corporation is vested in its members. The duties and responsibilities usually vested in officers of a non-profit organization are hereby vested in the presbytery.

The corporation's principal office is located at 1201 W. Wall, Midland, Texas 79701. The corporation will maintain a registered office and registered agent in Texas. The registered office may, but need not, be identical with the corporation's principal office in Texas, and the presbytery may change the registered office and agent as permitted in the Texas Non-Profit Corporation Act.

ARTICLE V - TRUSTEES

Trustees shall be elected by presbytery according to the process specified in the Manual of Operations.

The trustees, as directed by presbytery and the Book of Order, shall receive, hold, encumber, manage and transfer property and facilitate the management of its civil affairs according to the constitution of the church and the laws of the State of Texas.

ARTICLE VI - ALL PROPERTY HELD IN TRUST

All property of the Corporation, both real and personal, is held in trust for the use and benefit of the Presbyterian Church (U.S.A.) as per the *Book of Order*.

ARTICLE VII. MEMBERS

The members of the Presbytery of Tres Rios shall be: all the congregations and teaching elders of the Presbyterian Church (U.S.A.) within its boundaries. When the presbytery meets, each church shall be represented by one or more ruling elder(s) commissioned by each session as allowed by the PC (U.S.A.) Constitution.

ARTICLE VIII. PRESBYTERY OFFICERS

Officers of the Presbytery shall be established and defined in the Manual of Operations.

ARTICLE IX. MEETINGS AND QUORUM

Presbytery shall meet at least twice per year or at the direction of synod as a constituted body in a specific location as required by the *Book of Order*. Special meetings may be called as necessary and may be conducted by electronic videoconferencing in accordance with the Manual of Administrative Operations. A quorum for stated meetings shall be: four (4) teaching elders who are members of presbytery; and four (4) ruling elder commissioners from four (4) different congregations. Only those members physically present at meetings or present by electronic videoconference means at special meetings shall vote.

The presbytery shall use the most current addition of *Roberts Rules of Order Newly Revised* except where the Manual of Administrative Operations or the Constitution of the church shall provide otherwise.

ARTICLE X. ELECTIONS AND TERMS OF OFFICE

Presbytery shall elect officers, *trustees* and new classes, fill vacancies to its permanent and required teams and commissions, elect commissioners to upper councils at a stated meeting each year upon nominations by the proper group in accordance with the Manual of Operations.

ARTICLE XI. PRESBYTERY STRUCTURE

All necessary business of the presbytery as defined by the *Book of Order* shall be accomplished through the work of teams, task forces and commissions as described in the Manual of Administrative Operations. They shall meet as required by the Manual of Operations including meeting and voting electronically. Commissions may be appointed by presbytery for specific purposes authorized by the presbytery.

ARTICLE XIII. FISCAL YEAR

The fiscal year of the Presbytery of Tres Rios will be January 1 through December 31.

ARTICLE XIV. AMENDMENTS TO THE BYLAWS

Proposed amendments to the Bylaws shall be sent to the stated clerk at presbytery office for distribution at least four weeks before a stated meeting of the presbytery. The stated clerk shall include the proposed amendment on the docket of the presbytery meeting and may include an opinion.

If, the amendment is passed by a two-thirds majority of those present and voting, it shall become effective at that time.

ARTICLE XV. MANUAL OF OPERATIONS

A Manual of Operations shall be established that outlines rules and policies for administration of internal organizational operating procedures and interrelationships of the presbytery while in session and between meetings. The Manual of Operations supplements the By-Laws and may be suspended in whole or in part for the duration of a session as stipulated in the Manual of Operations.



PRESBYTERY OF TRES RIOS

MANUAL OF OPERATIONS

MANDATE

The Book of Order states that each council shall develop a manual of administrative operations that will specify the form and guide the work of mission in that council. The provisions of this Manual of Operations are subordinate to the Bylaws of the Presbytery of Tres Rios and to the *Book of Order* of the Constitution of the Presbyterian Church (U.S.A.).

PURPOSE

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

This Manual of Operations establishes the rules for the interrelationships of the presbytery's various *ordered ministries* and agencies and for its internal operating procedures.

METHOD OF AMENDMENT

Presbytery may also amend this Manual of Operations by a simple majority of those present and voting in a stated Presbytery meeting. Amendments may originate with a team, member of presbytery or the session of a particular church.

The Manual of Administrative Operations may be suspended in whole or in part for the duration of the session of that meeting.

SECTION 1

INTRODUCTION

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Our Presbytery is built upon the foundation of partnership. Why? So that all pastors and congregations feel respected, encouraged and inspired. We are partners. We work together and come alongside one another. We show respect for our shared Presbyterian tradition, heritage and form of government; for our diverse perspectives and ministry contexts; and simply for each other as brothers and sisters in Christ. We encourage one another not merely to feel good, but to build one another up, to demonstrate our care for one another, and to embolden each other in our ministry and witness. We inspire one another to move beyond ourselves, to see our communities and be empowered to serve and share the love of Jesus with those outside our churches.

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged, and inspired. All our efforts should be filtered through this desired impact. How can we partner? Does it show respect? Does it encourage? Does it inspire?

Presbytery Vision and Mission Statement

[As a first order of business for the newly re-formed Presbytery, the Vision and Outreach team will consider the creation of a specific Vision and Mission Statement that, in accordance with the primary mandate of the Great Commission would set specific expectations for enhancing the lives of its congregations.”]

Presbytery Structure and Governing Philosophy

1. Tres Rios Presbytery is governed by three teams; The Administrative Team, the Pastoral Team, and the Vision and Outreach Team:
 - The Administrative Team partners with pastors and congregations to facilitate the business of the presbytery and ensure proper fulfillment of the Book of Order requirements.
 - The Pastoral Team partners with pastors and congregations to encourage spiritual growth and guidance.
 - The Vision and Outreach Team partners with pastors, congregations and officially established projects of the Presbytery to inspire vision and service to the community.
- (1A) Each of these teams will consist of 4 nominated and elected members: two clergy and two ruling elders, each representing one of the four clusters. Each will serve a two-year term, with the exception of one clergy and one ruling elder from the first class who will serve a three-year term.
- (1B) The teams will function as commissions, having authority to make their own decisions and spend within their budget, with the exception of items that require a vote of the full presbytery.
- (1C) Each team will have the power to create sub-committees and task forces as necessary.

- (1D) Each team will participate in a “Team Meet” at least quarterly to report on their activity and decisions, presided over by the Moderator. This is not a decision-making body, but it intended to promote communication, transparency and collaboration among the teams.
 - (1E) Each team will be resourced by a part-time staff member and the full-time Administrative Assistant.
2. Tres Rios Presbytery is gathered two times per year as a presbytery.
- (2A) One of these gatherings will be a one day worship and business meeting planned by the Administrative Team.
 - (2B) The other gathering will be a “Big Event” to include a brief business meeting but primarily consist of an energetic, inspiring, equipping and/or mission-oriented event to be planned and organized alternately by the Pastoral Team and the Vision and Outreach team.
3. Tres Rios Presbytery is resourced by three part-time and one full-time employee as follows:
- (3A) Stated Clerk, paid part-time employee who resources the Administrative Team and fulfills the Book of Order duties of a Stated Clerk.
 - (3B) Pastoral Presbyter, paid part-time employee who resources the Pastoral Team.
 - (3C) Vision and Outreach Presbyter, paid part-time employee who resources the Vision and Outreach Team.

SECTION 2

OFFICERS, TRUSTEES, STAFF AND REGIONAL GROUPINGS

I. MODERATOR

A. Area of Responsibility

The moderator is the presiding officer at the meetings of the presbytery as prescribed in the constitution and has all authority necessary for the preservation of order and for the proper conduct of all business before the presbytery.

B. Duties and Functions

The moderator shall fulfill all the provisions of office as specified in *Book of Order*.

The moderator shall preside at all meetings of the presbytery, and at his or her discretion, may exercise the option to serve as an ex-officio non-voting member of any team, task force, committee or commission of the Presbytery.

C. Election

The moderator shall be elected at a stated meeting of presbytery from the members of the presbytery and shall serve until a successor is elected. The Leadership Recruitment and Representation Team shall nominate the moderator.

D. Finance

Expenses as budgeted shall be paid by presbytery.

II. Moderator Elect

A. Area of Responsibility

The moderator elect will fulfill all the duties and functions of the officer of moderator in the absence of the moderator.

B. Duties and Functions

The moderator elect shall attend all meeting of the presbytery and all Team Meets. The moderator elect shall attend an orientation and training session provided by the General Assembly.

C. Election

The moderator elect shall be elected at each fall stated meeting of presbytery and shall be elected the moderator the following year. The moderator elect shall serve until a successor is elected. The Leadership Recruitment and Representation Team shall nominate the moderator elect.

D. Finance

Expenses as budgeted shall be paid by presbytery

III. STATED CLERK

A. Area of Responsibility

The stated clerk shall perform those duties and functions prescribed in the *Book of Order*.

B. Duties and Functions

The stated clerk shall:

1. Record the transactions of the council, keep its rolls of membership and attendance, maintain any required registers, preserve its records, and furnish extracts from them when required by another council of the church.
2. Serve as parliamentarian for meetings of the presbytery.
3. Serve as a trustee and secretary of the corporation.
4. Attend all stated and special meetings of the presbytery.
5. Relate to upper councils and other agencies of the PCUSA.
6. Serve as a member of the Administrative Team.
7. Be responsible for the preparation of the docket for all meetings, and the presentation of the docket and Omnibus motion to presbytery for adoption.

C. Election

A stated clerk shall be elected by the presbytery at a stated meeting for a term of three years. The stated clerk shall be eligible for re-election. The Leadership Recruitment and Representation Team shall nominate the stated clerk.

Should a vacancy occur during the term of office, the moderator shall appoint an interim stated clerk, until such time as a new stated clerk is elected upon nomination by the Leadership Recruitment and Representation Team.

D. Finance

Expenses as budgeted shall be paid by presbytery.

A. Reports

The stated clerk shall annually report to presbytery, and as necessity dictates.

IV. RECORDING CLERK

The stated clerk may appoint recording clerk(s) as needed at the meetings of presbytery.

V. The Administrative team shall designate one or more persons as responsible for the following:

1. Prepare financial reports for each stated meeting of the presbytery, and annually report on the previous year's finances at a stated meeting of presbytery.
2. Administer the financial transactions of presbytery according to the adopted budget and any specific actions of presbytery. Remit the benevolences and per capita funds from local churches to the upper councils and agencies.
3. Assist the Administrative Team in the preparation of the annual budget of presbytery.

VI. OTHER PROFESSIONAL STAFF

Presbytery may call or employ other professional staff as needed on a full or part-time basis in accordance with the provisions of the *Book of Order*. In the case of teaching elders, a call shall be properly executed through the Administrative Team. In the case of joint staff, calls shall be executed by both the presbytery and the local church or other calling agency. All calls issued by the presbytery shall be accompanied by job descriptions which shall be included in this section of the manual.

VII. TRUSTEES

A. Area of Responsibility

The trustees, as directed by presbytery, shall receive, hold, encumber, manage and transfer property, and facilitate the management of its civil affairs according to the constitution of the church in *Book of Order*, and the laws of the State of Texas.

B. Composition

The members of the Administrative team and the Stated Clerk shall be the trustees of the presbytery.

VIII. REGIONAL GROUPINGS OF PRESBYTERY

Regional groupings shall be as follows:

Group 1 El Paso Cluster	Shall include El Paso and Hudspeth Counties. Churches have been established in El Paso.
Group 2 Permian Basin Cluster	Shall include Andrews, Crane, Ector, Gaines, Glasscock, Howard, Loving, Martin, Midland, Reagan, Upton, Ward, and Winkler Counties. Churches have been established in Andrews, Big Spring, Coahoma, Monahans, Midland, Odessa, and Seminole.
Group 3 Mountain Cluster	Shall include Brewster, Culberson, Jeff Davis, Pecos, Presidio, Reeves, and Terrell Counties. Churches have been established in Alpine, Fort Davis, Ft. Stockton, Marfa, Pecos, and Sanderson.
Group 4 Concho Valley Cluster	Shall include Coke, Concho, Crockett, Irion, Runnels, Schleicher, Sterling, Sutton and Tom Green Counties. Churches have been established in Ballinger, San Angelo, and Sonora.

SECTION 3

STATED MEETINGS OF PRESBYTERY

I. AREA OF RESPONSIBILITY

The responsibilities of the presbytery are delineated in the *Book of Order* of the Presbyterian Church (U.S.A.).

II. MEMBERSHIP

The presbytery consists of all the teaching elders and churches within its bounds. Each church shall be represented by a ruling elder, commissioned by the church session in accordance with the provisions of the *Book of Order*. The stated clerk will annually recommend any adjustments in Ruling Elder commissioner representation as required by the *Book of Order*. Sessions are strongly encouraged to elect commissioners and alternates for an annual term.

The members of presbytery's permanent teams, and commissions, the moderator, the stated clerk shall be ex-officio members of presbytery for the tenure of their office, if they are not ordained teaching elders. All commissioned ruling elders and certified Christian educators, who are ruling elders from congregations within the presbytery shall have voice and vote at presbytery gatherings.

All ruling elders who are ex-officio members, or granted voice and vote at presbytery meetings shall be counted as ruling elders for the purpose of the teaching/ruling elder parity.

III. ATTENDANCE AT STATED MEETINGS

Attendance at stated meetings of presbytery shall be required for every teaching elder, every commissioned ruling elder and certified Christian educator along with ruling elders commissioned by sessions of presbytery's congregations. Honorably retired teaching elders, and those who are in service outside the bounds of presbytery, are not required to attend, but are encouraged to attend and participate in the mission of the presbytery as they are able.

A request for excused absence, including clear indication of the reason for making the request, shall be communicated to the stated clerk by telephone, mail, email, or fax no later than 24 hours following the meeting for which the request is being made. A valid excuse for departing a meeting prior to adjournment must be given to the stated clerk.

IV. ELECTION OF OFFICERS, TRUSTEES, AND STAFF

Presbytery shall elect officers and new classes, and annually fill vacancies to its permanent and required teams and commissions upon nominations by the Leadership Recruitment and Representation Team. Officers and new team classes shall take office upon adjournment of said stated meeting.

V. DOCKET OF PRESBYTERY

The docket of presbytery shall be prepared by the stated clerk and presented to the presbytery for adoption.

VI. MEETINGS

Presbytery shall meet at least twice per year, or at the direction of synod as required by the *Book of Order*, and may call special meetings as necessary. Each stated meeting shall be opened and closed with prayer, and at least one stated meeting shall include worship with the celebration of the Lord's Supper, and will ordinarily be preceded by training for new commissioners, provided by the moderator, moderator-elect and stated clerk. Both ecclesiastical and corporate business may be conducted at the same meeting.

The moderator shall preside at all meetings. If absent or unable to preside, the moderator's designee will preside.

Presbytery meeting packets will be sent by U.S. Mail, sent electronically, or posted on the presbytery website no less than two weeks in advance of the meeting and shall serve as public notice.

Special meetings of presbytery may be held when necessary. The moderator or the stated clerk shall call a special meeting at the request, or with the concurrence of three teaching elders, and three ruling elders all being from different churches. Notice of such meeting shall be sent electronically or by US Mail not less than 10 days in advance to the moderator and clerk of session of every church and to all other teaching elder-members of the presbytery and ruling elders who are members by virtue of office. The notice shall set the purpose of the meeting, and no other business shall be transacted. The quorum shall be the same as a stated meeting.

Electronic Meetings - Special meetings of presbytery may be conducted by electronic means, so long as the meeting provides conditions of opportunity for simultaneous aural communication among all participating members equivalent to those of meetings held in one room or area. (See RONR, pp. 97-99). Technology used for an electronic meeting may include Zoom, or other internet videoconference means (such as Skype, Go-to-Meeting). Presbytery shall provide the videoconferencing software necessary for electronic meetings.

- The notice for the electronic meeting shall include an adequate description of how to participate in it.
- No specific location for the meeting will be required, but provision shall be made for a location in each community for members to gather who are without internet access.
- Members participating must use the visual and audio features (face and voice must be clear). Connecting by telephone only is not permitted.
- A roll call will be taken for the purpose of establishing a quorum and for voting.
- If a member is present before the vote and is dropped but returns to the videoconference within 5 minutes of the vote, he/she may vote.
- Members may obtain the floor by a show of hand on the camera, by voice, or by use of the Chat feature. If it is unclear to the moderator who wants to be recognized, he/she may ask them to type in the chat box that they want to be recognized. In any case, the moderator must consider the delay that comes with electronic meetings. With this, he/she must at all times give ample time for members to respond.
- Motions may be submitted by voice or written by use of the Chat feature.

- The video and audio together with the chat log will be recorded. In case there is conflict between what is said in the video and what is found in the chat log, the video prevails.
- The minutes of the meeting will be done in the same manner as it would be done in physical meetings.

(Note: "Presbytery may also amend this Manual of Operations by a simple majority of those present and voting in a stated Presbytery meeting.)

VII. VOTING

Only members/commissioners of the presbytery (members of the presbytery meeting/session as identified in the above Section II of this manual) present shall vote. No proxy votes shall be permitted.

SECTION 4

ADMINISTRATIVE TEAM

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Administrative Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member shall ordinarily represent one of the four clusters. Members will serve a two year term in classes (with the exception of the first class who will serve a three year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

The Administrative Team will maintain a standing Leadership Recruitment and Representation sub-team, 2 clergy and 2 ruling elders in 2 classes representative of each cluster, to nominate the 4 members of each team, the Moderator of Tres Rios Presbytery, the members of the Permanent Judicial Commission, and the new class of the Leadership Recruitment and Representation Team. They shall fulfill the nominating and representation functions required by the Book of Order.

The Administrative Team has the power to appoint sub-committees and task forces as deemed necessary.

The Administrative Team is resourced by the Stated Clerk and Administrative Assistant.

Mechanics:

The Administrative Team will serve as a commission, having authority to make its own decisions and spend within its budget, except for items requiring approval by the presbytery.

- At first meeting of each new class, the Administrative Team will elect a team moderator and clerk.
- The team clerk will provide minutes of all meetings to the Administrative Assistant and Stated Clerk for Presbytery packets, Team Meets, record keeping, website and any other shared communications.

Responsibilities:

The Administrative Team partners with pastors and congregations to facilitate the business of the presbytery and ensure proper fulfillment of the Book of Order requirements. This includes:

1. All financial duties such as the budget and annual review
2. Matters concerning property and insurance
3. Maintain the Manual of Operations

4. In partnership with the Stated Clerk:
 - Records Review
 - Matters pertaining to General Assembly and Synod
 - Provide for the nomination of new team leadership and a moderator in collaboration with current team leadership
 - Resource the Permanent Judicial Commission, Administrative Commissions and any other judicial functions of the presbytery.
5. Provide for all matters pertaining to Pastoral Calls (receiving inquirers and candidates, annual consultations, examinations, ordinations and installations, etc.)
6. Plan the annual worship and business meeting
7. Plan the annual small business portion of the Tres Rios Big Event
8. Organize and participate in the Team Meet at least quarterly

The Team will consider the following in all their responsibilities:

1. How can we partner?
2. Does this decision/action show respect?
3. Does this decision/action offer encouragement?
4. Does this decision/action inspire?

SECTION 5

PASTORAL TEAM

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Pastoral Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member shall ordinarily represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

The Pastoral Team has the power to appoint sub-committees and task forces as deemed necessary.

The Pastoral Team is resourced by the Pastoral Pastor and the Administrative Assistant.

Mechanics:

The Pastoral Team will serve as a commission, having authority to make its own decision and spend within its budget, except for items requiring approval by the presbytery.

At the first meeting of each new class, the Pastoral Team will elect a moderator and clerk.

The team clerk will provide minutes of all meetings to the Administrative Assistant and Stated Clerk for Presbytery packets, Team Meets, record keeping, website and any other shared communications.

Responsibilities:

The Pastoral Team partners with pastors and congregations to encourage spiritual growth and guidance.

This includes:

- Provide pastoral care for pastors and congregations
- Conduct congregational visits
- Create connections and relationships among congregations
- Participate in the Team Meet at least quarterly
- Plan the Tres Rios Big Event every other year

Other examples may include:

- Oversight of TRYC and/or other youth events
- Providing Officer training, Confirmation or other shared seminars/classes
- Facilitating participation in CRE training
- Providing continuing education opportunities to pastors
- Recommending educational resources

The Team will consider the following in all their responsibilities:

How can we partner?

Does this decision/action show respect?

Does this decision/action offer encouragement?

Does this decision/action inspire?

SECTION 6

VISION AND OUTREACH TEAM

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Vision and Outreach Team shall be comprised of 4 members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member shall ordinarily represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

The Vision and Outreach Team has the power to appoint sub-committees and task forces as deemed necessary.

The Vision and Outreach Team is resourced by the Vision and Outreach Presbyter and Administrative Assistant.

Mechanics:

The Vision and Outreach Team will serve as a commission, having the authority to make its own decisions and spend within its budget, except for items requiring approval by the presbytery.

At the first meeting of each new class, the Vision and Outreach Team will elect a team moderator and clerk.

The team clerk will provide minutes of all meetings to the Administrative Assistant and Stated Clerk for Presbytery packets, Team Meets, record keeping, website and any other shared communications.

Responsibilities:

The Vision and Outreach Team partners with pastors, congregations and officially established projects of the presbytery to inspire vision and service to the community. The Vision and Outreach Team will plan the Tres Rios Big Event Every other year.

Examples of the team's other work may include:

- Partnership with established agencies and missions (such as Project Vida, Pasos de Fe, etc.)
- Church Development
 - Conducting community needs assessments
 - Promoting dialogue within the community
 - Partnering with Sessions to create life-giving vision
- Development of ecumenical and interfaith relationships
- Actively partnering with other presbyteries and/or the larger church

The Team will consider the following in all their responsibilities:

How can we partner?

Does this decision/action show respect?

Does this decision/action offer encouragement?

Does this decision/action inspire?

SECTION 7

PERMANENT JUDICIAL COMMISSION

The Permanent Judicial Commission (PJC) shall be established as provided in the *Book of Order*, and shall have all the rights, responsibilities, and powers designated in the Rules of Discipline. The commission shall consist of seven to nine teaching and ruling elders (exact number at the discretion of the Leadership Recruitment and Representation Team), in as near equal numbers as possible. Members shall be elected for staggered terms, and should be representative of the geographical diversity of the Presbytery.

Pursuant to the Rules of Discipline in the *Book of Order*, an Investigating Committee or a Committee of Counsel shall be appointed whenever its existence is necessary. Said committee shall consist of three to five members, and will be appointed by the moderator in consultation with the presbyters and Stated Clerk.

SECTION 8

PERSONNEL TEAM

Tres Rios Presbytery partners with pastors and congregations so that all feel respected, encouraged and inspired.

Membership:

The Personnel Team shall be comprised of four members nominated by the Leadership Recruitment and Representation Team and elected by the Presbytery. Each member will represent one of the four clusters. Members will serve a two-year term in classes (with the exception of the first class who will serve a three-year term) as follows:

Even year class: 1 clergy, 1 ruling elder

Odd year class: 1 clergy, 1 ruling elder

Mechanics:

The Personnel Team will serve as a committee of the presbytery, having authority to make its own decisions and spend within its budget, except for items requiring approval by the presbytery.

- At the first meeting of each new class, the Personnel Team will elect a team moderator and clerk.
- The team clerk will provide reports to the Administrative Assistant and Stated Clerk for Presbytery packets, Team Meets, record keeping, website and any other shared communications.

Responsibilities:

- A. Develop and recommend Personnel Policies in accordance with guidelines and resources provided by the P.C (U.S.A.).
- B. Create the instruments to be used in evaluating the performance of presbytery's staff. The evaluation process shall offer the opportunity for staff self-assessment and desired goals.
- C. Develop new or revised position descriptions for staff positions as needed to be recommended to presbytery.
- D. Conduct the annual review of the adequacy of compensation for all staff.
- E. Consult with the Administrative Team regarding the creation of any new position or changes in terms of call or salary prior to being submitted to the presbytery.
- F. The results of evaluations and recommendations regarding changes in terms of call, salary, and position descriptions shall be made to the presbytery.
- G. Encourage professional growth and development for all staff members.
- H. Act as a support group for all staff.

The Team will consider the following in all their responsibilities:

How can we partner?

Does this decision/action show respect?

Does this decision/action offer encouragement?

Does this decision/action inspire?

**The Presbytery of Tres Rios
Child Protection Policy
Approved June 10, 2016**

General Purpose Statement

Tres Rios Presbytery seeks to provide a safe and secure environment for the children who participate in our programs and activities. By implementing the below practices, our goal is to protect the children of Tres Rios Presbytery from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers (workers) from false accusations.

Definitions

For purposes of this policy, the terms “child” or “children” include all persons under the age of eighteen (18) years. The term “worker” includes both paid and unpaid persons who work with children. The term “volunteer” means anyone involved in a day care or school, in overnight activities involving minors, in counseling of minors, ~~or in one-on-one mentoring of minors.~~

Selection of Workers

All persons who desire to work with the children participating in our programs and activities will be screened. This screening includes the following:

a) **Six Month Rule**

No volunteer will be considered for any position involving contact with minors until she/he has been involved with Tres Rios Presbytery for a minimum of six (6) months. This time of interaction between our leadership and the applicant allows for better evaluation and suitability of the applicant for working with children.

b) **Written Application**

All persons seeking to work with children must complete and sign a written application in a form to be supplied by us. The application will request basic information from the applicant and will inquire into previous experience with children, previous church affiliation, reference and employment information, as well as disclosure of any previous criminal convictions. The application form will be maintained in confidence on file at the presbytery office.

c) **Personal Interview**

Upon completion of the application, an interview may be scheduled with the applicant to discuss his/her suitability for the position.

d) **Reference Checks**

Before an applicant is permitted to work with children, at least two of the applicants’ references will be checked. These references should be of an institutional nature as opposed to personal or family references, preferably from organizations where the applicant has worked with children in the past. Documentation of the reference checks will be maintained in confidence on file at the presbytery office.

e) **Criminal Background Check**

A national criminal background check is required for all employees (regardless of position) and volunteers as defined above.

Before a background check is run, prospective workers will be asked to sign an authorization form allowing the church/synagogue/meeting to run the check. If an individual declines to sign the authorization form, s/he will be unable to work with children.

A disqualifying offense that will keep an individual from working with children will be determined by the Training and Nurture Team on a case-by-case basis in light of all the surrounding circumstances. Generally, convictions for an offense involving children and/or for offenses involving violence, dishonesty, illegal substances, indecency and any

conduct contrary to our mission will preclude someone from being permitted to work with children. Failure to disclose a criminal conviction on the application form will also be a disqualifying event.

The background check authorization form and results will be maintained in confidence on file at the presbytery office.

Policy for Volunteers and Paid Staff

1. As often as practicable, two adults will be assigned to supervise or lead all activities involving children or youth.
2. No person will serve as a teacher or volunteer leader of children or youth activities until an information form is submitted and security background checks have been completed.
3. As often as practicable, all teenage workers or volunteers will be supervised by adults.
4. No fewer than two leaders will be required for all trips and outings.
5. To ensure an adequate level of adult leadership, sponsors for retreats must be at least 21 years of age. Ordinarily should be 25 years of age.
6. To ensure an adequate level of supervision, each group must have one adult sponsor for every six youth. Also each group must have sponsors for both male and female youth, regardless of how many youth in the group. (i.e. if your group has three girls and two boys for the total of five campers, you must have at least two sponsors, one male and one female.) In the event that you do not have the required number of sponsors, it may be possible to combine with another group, as long as arrangements are made before the retreat.
7. Private one-on-one contact between an adult and a child under the age of 18, and between minors is not permitted. If a personal conference between an adult and child is required, the meeting shall take place in view of other teachers or volunteers.
8. Adult leaders must respect the privacy of youth members in situations such as changing clothes or taking showers on church trips and retreats. Adults should intrude only to the extent that health and safety require. They should also protect their own privacy in similar situations.
9. On trips and presbytery outings adults are not permitted to sleep in the same bed with youth, other than their own child.
10. Appropriate clothing for children, youth and leaders, as determined by the Event Leader, is required for all activities.
11. Discipline used in activities should be constructive and reflect Christian values. Corporal punishment is never permitted.
12. Physical hazing and initiations are prohibited and may not be included as part of any activity.
13. Written parental or guardian permission is required for all overnight outings and trips.

Two Adult Rule

In so much as possible, it is our goal that a minimum of two unrelated adult workers will be in attendance at all times when children are being supervised during our programs, activities and travel to and from events. Some youth classes may have only one adult teacher in attendance during the class session; in these instances, doors to the classroom should remain open and there should be no fewer than three students with the adult teacher. We do not allow minors to be alone with one adult on our premises or in any sponsored activity unless in a counseling situation.

Responding to Allegations of Child Abuse

For purposes of this policy, “child abuse” is any action (or lack of action) that endangers or harms a child’s physical, psychological or emotional health and development. Child abuse occurs in different ways and includes the following:

- **Physical abuse** – any physical injury to a child that is not accidental, such as beating, shaking, burns, and biting.
- **Emotional abuse** – emotional injury when the child is not nurtured or provided with love and security, such as an environment of constant criticism, belittling and persistent teasing.

- **Sexual abuse** – any sexual activity between a child and an adult or between a child and another child at least four years older than the victim, including activities such as fondling, exhibitionism, intercourse, incest, and pornography.
- **Neglect** – depriving a child of his or her essential needs, such as adequate food, water, shelter, and medical care.

Childcare workers may have the opportunity to become aware of abuse or neglect of the children under our care. In the event that an individual involved in the care of children at this Tres Rios Presbytery event becomes aware of suspected abuse or neglect of a child under his/her care, this should be reported immediately to the Event Director for further action, including reporting to authorities as may be mandated by state law.

In the event that an incident of abuse or neglect is alleged to have occurred at this Tres Rios Presbytery or during our sponsored programs or activities, the following procedure shall be followed:

1. The parent or guardian of the child will be notified.
2. The worker alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children, pending an investigation, and instructed to remain away from the premises during the investigation.
3. Civil authorities will be notified, and the Tres Rios Presbytery will comply with the state’s requirements regarding mandatory reporting of abuse as the law then exists. The Tres Rios Presbytery will fully cooperate with the investigation of the incident by civil authorities.
4. Our insurance company will be notified, and we will complete an incident report. Any documents received relating to the incident and/or allegations will immediately be forwarded to the insurance company.
5. Event Director will be our spokesperson to the media concerning incidents of abuse or neglect, unless he or she is alleged to be involved. We will seek the advice of legal counsel before responding to media inquiries or releasing information to the congregation. All other representatives of the church should refrain from speaking to the media.
6. A pastoral visit will be arranged for those who desire it.
7. Any person who is not found innocent of the alleged abuse or misconduct will be removed from their position working with children or youth.
8. The Presbytery of Tres Rios Sexual Misconduct Policy and Procedures shall be enforced.

You Also May Want to Consider the Following Provisions Regarding Child Protection

Open Door Policy

Classroom doors should remain open unless there is a window in the door or a side window beside it. Doors should never be locked while persons are inside the room.

Teenage Workers

We recognize that there may be times when it is necessary or desirable for babysitters (paid or volunteer) who are themselves under age 18 to assist in caring for children during programs or activities. The following guidelines apply to teenage workers:

- Must be at least age 14.
- Must be screened as specified above.
- Must be under the supervision of an adult and must never be left alone with children.

Check-in/Check-out Procedure

For children below third grade, a security check-in/check-out procedure will be followed. The child will be signed in by a parent or guardian, who will receive a “child check” for the child similar to a claim check. The parent or guardian must

present the “child check” in order to sign out the child from our care. In the event that a parent or guardian is unable to present the “child check,” Event Director will be contacted. Event Director will be responsible for releasing the child to the care of a parent or guardian after discussing the surrounding circumstances with the parent or guardian.

Sick Child Policy

It is our desire to provide a healthy and safe environment for all of the children at Tres Rios Presbytery. Parents are encouraged to be considerate of other children when deciding whether to place a child under our care. In general, children with the following symptoms should NOT be dropped off:

- Fever, diarrhea, or vomiting within the last 48 hours;
- Green or yellow runny nose;
- Eye or skin infections; and/or
- Other symptoms of communicable or infectious disease.

Children who are observed by our workers to be ill will be separated from other children and the parent or guardian will be contacted to request that the child be picked up for the day.

Medications Policy

It is the policy of Tres Rios Presbytery not to administer either prescription or non-prescription medications to the children under our care. Medications should be administered by a parent at home. Parents are reminded of our sick child policy.

Exceptions to the medications policy may be granted to parents of children with potentially life-threatening conditions (such as asthma or severe allergic reactions). Parents of such children should address their situation with the Event Director to develop a plan of action.

Discipline Policy

It is the policy of Tres Rios Presbytery not to administer corporal punishment, even if parents have suggested or given permission for it. There should be no spanking, grabbing, hitting, or other physical discipline of children. Workers should consult with the Event Director if assistance is needed with disciplinary issues.

Restroom Guidelines

Children five years of age and younger should use a classroom bathroom if one is available. If a classroom bathroom is not available, workers (minimum of 2) should escort a group of children to the hallway bathroom. They should always go in a group, never taking a child to the bathroom alone. The workers should check the bathroom first to make sure that it is empty, and then allow the children inside. The workers should then remain outside the bathroom door and escort the children back to the classroom. If a child is taking longer than seems necessary, the worker should open the bathroom door and call the child's name. If a child requires assistance, the workers should prop open the bathroom door, and leave the stall door open as they assist the child.

For children over the age of five, at least one adult male should take boys to the restroom and at least one adult female should take girls. The worker should check the bathroom first to make sure that the bathroom is empty, and then allow the children inside. The worker should then remain outside the bathroom door and escort the children back to the classroom.

For presbytery youth retreats when at all possible, one adult should accompany youth to the restroom or have two youth go together.

For the protection of all, workers should *never* be alone with a child in a bathroom with the door closed and never be in a closed bathroom stall with a child. Parents are strongly encouraged to have their children visit the bathroom prior to each class.

Accidental Injuries to Children

In the event that a child or youth is injured while under our care, the following steps should be followed:

1. For minor injuries, scrapes, and bruises, workers will provide First Aid (Band-Aids, etc.) as appropriate.
2. For injuries requiring medical treatment beyond simple First Aid, the parent and/or guardian will immediately be summoned in addition to the worker's supervisor. If warranted by circumstances, an ambulance will be called.
3. Once the child has received appropriate medical attention, an incident report will be completed in the case of injuries requiring treatment by a medical professional.

Training

Tres Rios Presbytery will provide training on this child protection policy to all new childcare workers and will strive to provide opportunities for additional training classes or events on an annual basis. All workers are strongly encouraged to attend these training events.

PERMISSION/MEDICAL AUTHORIZATION/LIABILITY RELEASE FORM

PARTICIPANT'S

NAME: _____ Sex: _____ Date of Birth: ____/____/____

To Parent or Guardian: This permission form must be filled out completely and returned to your child's sponsor in order for your child to attend activities with Tres Rios Presbytery. No child will be permitted without this form, completed and signed.

I, _____ (please print), the Parent/Guardian of the above named participant, do hereby release Tres Rios Presbytery and/or the Sponsors of the trip and/or function from any and all liability in the event of sickness or injury during the duration of the event. I further understand and acknowledge that certain activities such as horseback riding, swimming, and hiking have an increased risk of injury.

I certify that my child is in good health and can participate in all normal activities of the group.

I understand that my child will leave from _____ (location) ON _____ (day), _____ (date), will travel to _____, spend _____ nights return to the above location by _____ (time) ON _____ (day), _____ (date).

In conjunction herewith, I grant to Tres Rios Presbytery and/or the Sponsors of the trip, or each of them, the power to authorize any and all medical treatment deemed necessary for my child to include but not be limited to the authorization by said Sponsor(s) to the physician of his/her choice for any treatment necessary, to any hospitalization deemed necessary, and the power to authorize any procedures necessary to the care of said child to include, but not be limited to any surgical and/or anesthesia procedures. I authorize for a doctor to be called and/or other medical services to be provided, at my expense, should an emergency arise.

Parent/Guardian Signature

Date

MEDICAL INFORMATION

MEDICAL CONDITION(S) (is chronic conditions, for example, sinus, kidney problems, asthma, diabetes, etc):
continue on reverse if needed

MEDICATIONS TAKEN

ALLERGIES (list any foods, insect bites, medicines, etc.) continue on reverse if needed

FAMILY PHYSICIAN: _____ PHONE: _____

MEDICAL INSURANCE: _____ POLICY NUMBER: _____

INSURANCE PHONE: _____ HOLDER'S NAME: _____

CONTACT INFORMATION

PARENT OR GUARDIAN NAME:	BEST CONTACT PHONE #:	ALTERNATE PHONE #
PARENT OR GUARDIAN NAME:	BEST CONTACT PHONE #:	ALTERNATE PHONE #

ADDRESS: _____

In case of emergency, and the child's parent/guardian(s) cannot be reached,

CONTACT: _____, PHONE: _____

Background Check Authorization

By my signature below, I authorize The Presbytery of Tres Rios or its agent to obtain information from a consumer reporting agency which will include, but not be restricted to:

- SSN Verification
- Identity Verification
- Address History (10 years)
- 50 State Criminality Search
- 50 State Sex Offender Registry Search
- 50 State Terrorist Database
- Motor Vehicle Records check for serious traffic infractions

I understand that this report will be used for the purpose of evaluating me for employment by a Congregation of Tres Rios Presbytery.

I understand that this report will be kept under lock and key in a file at the office of The Presbytery of Tres Rios.

I understand that results of this report will not be released to anyone without written authorization by me.

I understand that I have a right to request disclosure of the nature and scope of the report.

Please PRINT all information and Sign in BLUE INK

Signature: _____ Date: _____

Last Name: _____ Middle Name: _____ First Name: _____

Former Name: _____

Last Home Address: _____

City: _____ ZIP Code: _____

Date of Birth (Month/Day/Year): ____ / ____ / ____ Phone _____

Social Security Number: ____ - ____ - _____

Driver's License Number: _____ State: _____

Church/Ministry: _____

Address: _____

City: _____ ZIP Code: _____

Minor Participation Authorization and Consent to Emergency Medical Treatment Form

Name of Participant: _____

Parent(s) or Guardian(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Age of youth: _____ Birth date: _____ Grade: _____

I, the undersigned, certify that I am the parent or legal guardian of _____ (hereafter the "minor child").

I hereby give my consent to have my minor child participate in the following activity of Tres Rios Presbytery: _____ (hereafter "the activity") on or about _____, 20__.

I recognize that there are risks involved in participating in this activity and hereby assume all risk of injury, harm, damage, or death to my minor child in connection with his/her participation in this activity.

To the fullest extent permitted by law, I release Tres Rios Presbytery, its trustees, officers, directors, employees, agents and representatives from any injury, harm, damage or death which may occur to my minor child while participating in the activity and agree to save and hold harmless Tres Rios Presbytery, its trustees, officers, directors, employees, agents and representatives from any claims arising out of my minor child's participation in the activity.

Further, being the parent or legal guardian of the minor child, I do consent to any medical, surgical, x-ray, anesthetic, or dental treatment that may be deemed necessary for my minor child. I understand that efforts will be made to contact me prior to treatment but, in the event I cannot be reached in an emergency, I give permission to the activity leader to make the decisions necessary for treatment. Should there be no activity leader available, I give permission to the attending physician to treat my minor child. As parent or legal guardian, I understand that I am responsible for the health care decisions of my minor child and agree that my insurance plan is the primary plan to pay for the medical, dental, or hospital care or treatment that is given to my minor child. Any insurance policy of the church or organization sponsoring this event will be used as the secondary coverage.

Executed this _____ day of _____, 20__.

Signature _____

Printed Name _____

Witness: _____

Witness: _____

Publicity Release

Name of Participant: _____

Parent(s) or Guardian(s): _____

On occasion Tres Rios Presbytery takes photographs or makes audio or video recordings of children and/or adults involved in activities. Such photographs or recordings may be used by staff and participants to remember the activities and participants, and may be used in publications or advertising materials and/or website, to let others know about our ministry. The presbytery may also invite local news organizations to photograph or record events for news reporting or special interest features.

I consent to the use of any such photograph or audio or video recordings of the child names above, or me, if I am participating, to be used, distributed, or displayed as agents of the presbytery deem appropriate.

Parent/Guardian Signature: _____ Date: _____

Youth Covenant

During each and every youth activity sponsored by Tres Rios Presbytery, participants are required to adhere to these simple steps to enhance the quality of the activity and to build a community characterized by respect, trust, concern, and dignity:

1. I understand the importance of always representing myself and my youth group as ambassadors of the high standards of our faith. I will conduct myself as a representative of my family, church and Christians everywhere. I will lead our group in stellar behavior.
2. I covenant to respect God, respect myself, respect other people, and respect property. I understand that my continued participation in activities depends on my support.
3. I covenant to be responsible to the adults attending on behalf of Tres Rios Presbytery.
4. I covenant to respect those we travel with and the local community by not damaging the bus or any other property.
5. I covenant to respect the privacy of others by not entering into areas assigned to females if I am a male, or areas assigned to males if I am female.
6. I covenant to respect those around me by not engaging in reckless behavior that could cause harm to myself or others.
7. I covenant not to bring fireworks, firearms, illegal drugs, and alcohol or tobacco products.
8. I covenant to abstain from inappropriate sexual behavior toward other participants.

The above agreement has been developed to enhance the quality of the Tres Rios community. Participants accept the responsibilities in this covenant in order to build a community characterized by respect, trust, concern, and dignity.

It is assumed that all participants and their parents/guardians will sign, accept and abide by this covenant. I understand that any failure on my part in abiding by this covenant may result in my being dismissed from the event and returned home at my parent's expense.

_____ Participant Signature

_____ Parent / Guardian Signature

Incident Report

REASON FOR REPORT _____

DATE OF INCIDENT _____ TIME _____

NAME OF REPORTER _____ TITLE _____

NAME (S) OF CHILD (REN)/YOUTH _____

AGE (S) OF CHILD (REN)/YOUTH _____

QUOTE THE CHILD'S/YOUTH'S FIRST WORDS VERBATIM:

BRIEFLY DESCRIBE THE CHILD'S/YOUTH'S DEMEANOR/APPEARANCE:

BRIEFLY DESCRIBE WHAT HAPPENED:

WHAT ACTION DID YOU TAKE?

HAS THE INCIDENT BEEN RESOLVED? ___ YES ___ NO EXPLAIN:

NAMES OF WITNESSES:

REPORT SUBMITTED TO: _____ Date: _____

Signature: _____ Time: _____

Volunteer Application

General Information

Full Name: _____ Name you go by: _____
Address: _____ City, State, Zip _____
Email address: _____
Phone: _____ Date of Birth: _____
Social Security Number: _____ Driver's License Number: _____
Employer: _____ Occupation: _____
Which congregation are you a member? _____ How long? _____

Background Information

To understand your call to serve, please respond to the following:

Tell us of your faith journey

Why are you committed to serve in the area of children and youth?

What leadership roles have you held?

Please list any training or education which you deem to be helpful preparation for children/youth ministry.

References (Please list three personal references)

Name: _____ Relationship: _____

Contact information: _____

Name: _____ Relationship: _____

Contact information: _____

Name: _____ Relationship: _____

Contact information: _____

Experience

(Please complete the two sections if applicable)

Please list all church work involving children and youth in the past five years

Please list all non-church work involving children and youth in the past five years



DIRECTORY

PRESBYTERY OF TRES RIOS

1201 W Wall

Midland, Texas 79701

432/682-5297 (Main)

432/570-8649

432/687-6120 (Fax)

Website: www.tresrios.org

OFFICE HOURS 9 – 5

Closed on Friday

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Disclaimer: The directory is as accurate as the information in the database provided by the churches and teams and commissions of the presbytery on the date it was printed. Church membership figures are taken from the most recent Annual Statistical Reports. For corrections to your information, please contact the Presbytery office.

Presbytery Staff and Officers

Kay Long, Stated Clerk

2621 Vista Del Arroyo
San Angelo, TX 76904
Cellular Phone: 432/466-1117
Email: kaylong9@sbcglobal.net

Theresa Wright, Admin Assistant

Cellular Phone: 432/528-7317
Email: twright@tresrios.org

Matt Miles, Vision & Outreach Presbyter

P.O. Box 832
Fort Davis, TX 79734
Cellular Phone: 432/249-1712

Hailey Malcolm, Pastoral Presbyter

1201 W Wall
Midland, TX 79701
Cell Phone: 432/246-8850

Cheryl Homsher, Moderator

2801 N Garfield
Midland, TX 79705
Phone: 432/684-6542
Email: pastorcheryl@suddenlinkmail.com

Judia Foreman, Moderator Elect

314 South L Street
Midland, TX 79701
432/684-8695
Email: perry.4man@yahoo.com

Trustees

Kay Long, Stated Clerk and members of the Administrative Team shall serve as Trustees

Team & Commission Moderators

Administrative Team

Jim Miles
Phone: 432-336-3346
Email: revdoctx@sbcglobal.net

Vision and Outreach Team

Neal Locke
Phone: 915-533-7551
Email: neal@fpcep.org

Pastoral Team

Tim Davenport-Herbst
Phone: 325-653-5691
Email: drtimdh@gmail.com

Candidates and Inquirers

Donna Hedicke (I)

Lauren Heare Morris(C)
6155 Eckhert Rd
San Antonio, TX 78240

Alyssa Davenport-Herbst

Christi Brennan (I)

Hope Griffin (I)
45323 Castleman Ave
El Paso, TX 79904

Jen Fox (C)

Commissioners and Delegates to Synod and General Assembly

Synod Commissioners

Tracy Spencer-Brown (Clergy)
10165 Westridge
Odessa, TX 79764
Phone: 432/266-2340
Email: tspencerbrown@gmail.com

Bill Rose (LM/Grace)
10437 Adonis, El Paso, TX 79924
Phone: 915/821-7471
Email: horseshoe1@aol.com

Ron Hankins (At Large Commissioner Class 2021)
1401 N Sam Houston, Odessa, TX 79761
Phone: 432-337-3526
Email: rhankins@fpcodessa.org

Ordination Exam Readers (Presbyteries' Cooperative Committee
on Examinations for Candidates)
Rev Ron Hankins
Elder Bill Rose

Commissioners to 224th General Assembly 2020

Tracy Spencer Brown (Minister at Large)
10165 Westridge
Odessa, TX 79764
Email: tspencerbrown@gmail.com

Bill Rose (Grace, El Paso)
10437 Adonis
El Paso, TX 79924
Email: horseshoe1@aol.com

Tai Spain (Young Adult Advisory Delegate) (St Paul, San Angelo)
1511 Preusser St.
San Angelo, Tx 76903
bts99@suddenlink.net

Mission Partners

PROJECT VIDA

William and Carol Schlesinger
3607 Rivera
El Paso, TX 79905
Phone: 915/533-7057
Fax: 915/533-7158
Email: pvida@whc.net
Website: www.pvida.net

Bob Lewis Mission c/o First PC, Seminole
P.O. Box 1077
Seminole, TX 79360
Phone: 432/758-3708

PROJECT DIGNIDAD

313 West Ave. "N"
San Angelo, TX 76903
325/658-7885

PASOS DE FE –

Contact – Tim Gray tim@upceip.org
University Presbyterian Church
244 N Resler
El Paso, TX 79912
915/584-5822

Presbyterian Church (U.S.A.) Agencies and Seminaries

Office of the General Assembly (OGA)

Rev Dr J. Herbert Nelson, Stated Clerk
100 Witherspoon Street
Louisville, KY 40202
Phone: (888) 728-72
Website: www.pcusa.org

Presbyterian Mission Agency

Diane Moffett, Executive Director
100 Witherspoon Street
Louisville, KY 40202
Phone: (800) 728-7228
Website: www.presbyterianmission.org

Board of Pension of the Presbyterian Church (USA)

2000 Market St.
Philadelphia, PA 19103-3298
Phone: 800/773-7752 (800-PRESPLAN)
Website: www.pensions.org

Board of Pensions - Area Representative

Kevin Keaton
Phone: 800/773-7752 ext 7044
Email: kkeaton@pensions.org

The Presbyterian Church Foundation

Joseph Moore Area Representative
376 Albion St
Denver, CO 80220
Phone: 855/342/4130
Website: www.presbyterianfoundation.com
Email: joseph.moore@presbyterianfoundation.org

Texas Presbyterian Foundation

Rick Young
6100 Colwell Blvd – Suite 250
Irving, TX 75039
Phone: 800/955-3155
Email: rick.young@tof.org

PC(USA) Investment and Loan Program, Inc.

Phone: 800/903-7457
Website: www.pilp.pcusa.org

Presbyterian Publishing House

Phone: 1/800/227-2872
Website: www.ppcbooks.com

Austin Presbyterian Theological Seminary

100 E. 27th Street
Austin, TX 78705
Phone: 512/472-6736
Website: www.austinseminary.edu

Materials Dist Service 1/800/524-2612

Presbyhelp 1/800/872-3283

Presbyterian Disaster Assistance
www.pda.pcusa.org

Camps and Conference Centers

Mo-Ranch Conference Center

2229 FM 1340
HC1 Box 158
Hunt, TX 78024
Phone: 800/460-4401, 830/238-4455
Fax: 830/238-4202
Website: www.moranch.com

Montreat Conference Center

P. O. Box 969
Montreat, NC 28757-0969
Phone: 828/669-2911
Toll Free: 800/572-2257
Fax: 828/629-5054
Email: [central\[at\]montreat.org](mailto:central[at]montreat.org)
Website: www.montreat.org

Prude Ranch

P. O. Box 1907
Fort Davis, TX 79734
Phone: 432/426-3202 – 800/458-6232 Toll Free,
Fax: 432/426-4401
Email: info@prude-ranch.com
Website: www.prude-ranch.com

Ghost Ranch

280 Private Drive 1708
Abiquiu, NM 87510
877/804-4678
www.ghostranch.org

Synod of the Sun and Presbyteries

Synod of the Sun

445 E FM 1382 Suite 3-778

Cedar Hill, TX 75104

Phone: (214) 390-1894

Fax: (214) 390-0755

Website: www.synodsun.org

Valerie Young – Synod Leader and Stated Clerk vyoung@synodsun.org

Assistant Stated Clerk - Ernie Higginbotham ehigginbotham@synodsun.org

Moderator – Rev. Mitch Miller

Presbytery Offices

Arkansas Presbytery

Stewart Smith, Executive

Leslie Belden, Stated Clerk

9221 N Rodney Parham Rd

Little Rock, AR 72227

Phone: (501) 663-2424

Fax (501) 663-2605

Website: www.pbyarkansas.org

Grace Presbytery

Mike Thompson, Interim Executive

Gerry Tyer, Stated Clerk

6100 Colwell Blvd - Suite 100

Irving, TX 75039

Phone (800) 678-4502

Fax (214) 637-6324

Website: www.presbyteryofgrace.com

New Covenant Presbytery

Lynn Hargrove, Executive

Presbyter & Stated Clerk

1110 Lovett Blvd

Houston, TX 77006

Phone (713) 526-2585

Fax (713) 526-8814

Website: www.pbyofnewcovenant.org

South Louisiana Presbytery

Ron Sutto, Executive

& Stated Clerk

12909 Old Hammond Hwy

Baton Rouge, LA 70816

Phone (225) 275-1242

Fax (225) 272-1935

Website: www.pbysouthla.org

Cimmaron Presbytery

Gordon Edwards, Executive

Mark Southard, Stated Clerk

12 Brentwood Dr

Stillwater, OK 74075

Phone: (405) 372-4235

Fax:

Website: www.cimmaronpresbytery.org

Indian Nations Presbytery

Charlie Smith, Presbytery Pastor

Tracy Evans, Stated Clerk

1001 NW 25th #206

Oklahoma City, OK 73106

Phone (405) 524-0990

Fax (405) 524-1037

Website: www.okinp.org

Palo Duro Presbytery

Scott Campbell, Executive

David Kemp, Stated Clerk

P.O. Box 16267

Lubbock, TX 79490

Phone (877) 725-6387

Fax (806) 797-2419

Website: www.paloduropresbytery.org

Tres Rios Presbytery

Matt Miles, Vision & Outreach Presbyter

Hailey Malcolm Pastoral Presbyter

Kay Long, Stated Clerk/Admin Presbyter

1201 W Wall

Midland, TX 79701

Phone (432) 682-5297

Fax (432) 687-1620

Website: www.tresrios.org

Eastern Oklahoma Presbytery

Tim Blodgett, Executive

Leigh McCasion, Stated Clerk

700 S Boston, Suite 200

Tulsa, OK 74119

Phone (918) 582-3077

Fax (918) 582-3078

Website: www.eokpresbytery.org

Mission Presbytery

Sallie Watson, Executive

Bill Poe, Interim Stated Clerk

7201 Broadway #303

San Antonio, TX 78209

Phone (210) 826-3296

Fax (210) 826-0917

Website: www.mission-presbytery.org

Pines Presbytery

George Wortham, Interim General

Presbyter/Stated Clerk

210 N Bonner St

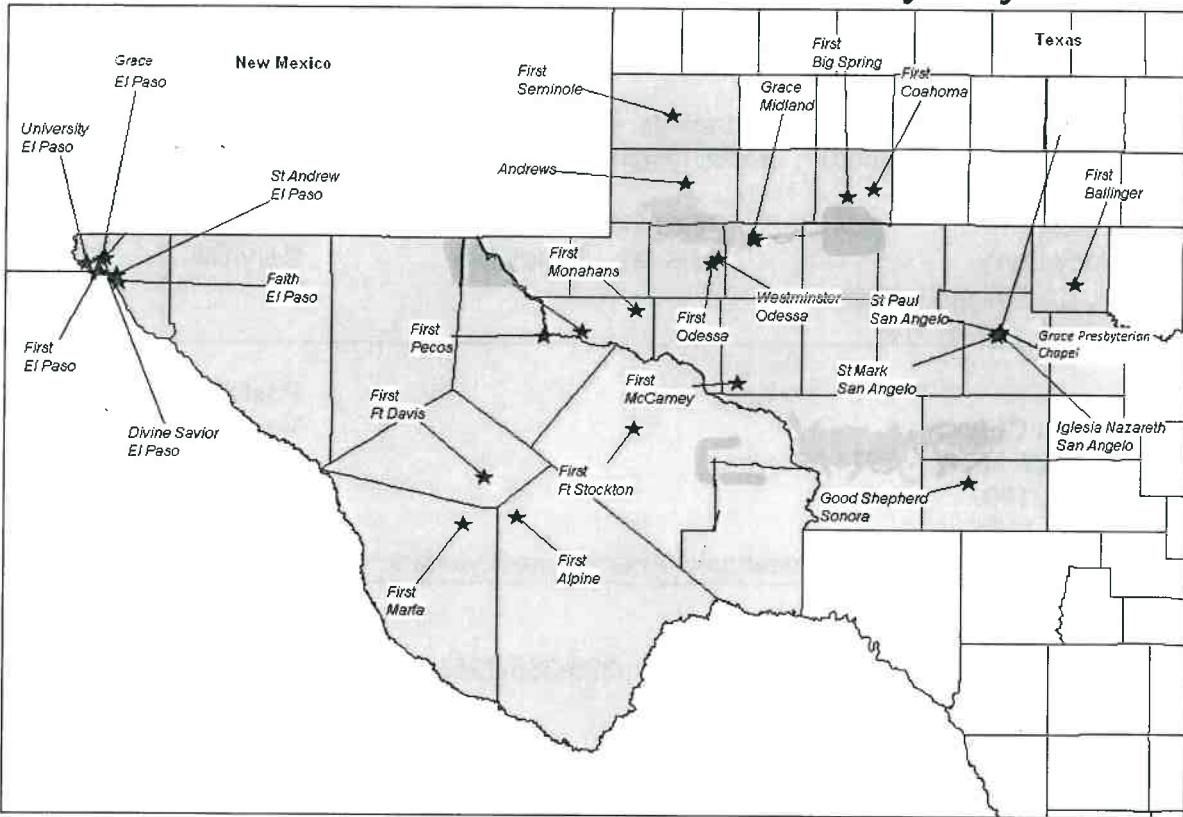
Ruston, LA 71270

Phone (318) 255-6177

Fax (318) 255-9122

Website: www.pinespby.org

Congregations in Tres Rios Presbytery



Regional Groupings

Concho Valley Cluster:

Ballinger - First
 San Angelo – Grace Chapel
 Nazareth
 St. Mark
 St. Paul
 Sonora - Good Shepherd

Mountain Cluster:

Alpine - First
 Fort Davis - First
 Ft. Stockton - First
 Marfa - First
 Pecos – First

El Paso Cluster:

El Paso - Divine Savior
 Faith
 First
 Grace
 St. Andrew
 University

Permian Basin Cluster:

Andrews – Andrews
 Big Spring – First
 Coahoma – First
 Monahans – First
 Midland – Grace
 Odessa - First
 Westminster
 Seminole - First

TRES RIOS PRESBYTERY CHURCHES
(Please contact the churches for worship times)

ALPINE

First Presbyterian Church

P.O. Box 1013 - 79831 (103 E Lockhart)

Membership - 55 PIN 08723

Secretary: Megan Sides

Clerk of Session: Judy Perry

jperry@sbcglobal.net

Music Director/Organist: Ellen Boyd

Phone/Fax: 432-837-2449

Email: fpcalpine@sbcglobal.net

Office Hours:

Tuesday – Friday 2-5

Pastor:

Vacant

904 E Ave A - 79830

Session Moderator:

Gary Dill

ANDREWS

Andrews Presbyterian Church

P.O. Box 1205 (305 N.W. 7th St. - 79714)

Membership - 37 PIN 21997

Clerk of Session: Holly Kidd

Treasurer: Ricky Kidd

Facebook: [Andrewspresbyterianchurch](https://www.facebook.com/Andrewspresbyterianchurch)

Pastor:

Vacant

Session Moderator

Robert Reno (HR)

BALLINGER

First Presbyterian Church

P.O. Box 67 - 76821 (301 Broadway)

Membership - 57 PIN 21998

Secretary: Kay Mansell

Clerk of Session: Judy Eaves Email: fuzzycreek@gmail.com

Treasurer: Amy Havlak

Music Director: Chauncey Mansell Organist: Ida Lee Ellis

Christian Education/Youth Contact: Rebecca Webb

Phone/Fax: 325-365-2253

Office Hours: 1:30 - 3:30 p.m.

Facebook: www.facebook.com/FPC.Ballinger/

Pastor:

Jerry Boles (Vickie)

109 Cimmaron Ct

Alvarado, TX 76009

719-660-2661

Email: ccjboles@msn.com

BIG SPRING

First Presbyterian Church

P.O. Box 2222 - 79721 (701 Runnels)

Membership – 118 PIN 22000

Secretary: Charla Kay Scott

Clerk of Session: Kay Kennemur

Treasurer: Susan Wilson

Music Director: Gabe Martinez

Christian Ed Contact: Tom & Nancy Koger

Youth Contact: Sarah Salinas

Phone: 432-263-4211

Fax: 432-263-8773

Email: officefpCBS@gmail.com

Website: www.fpcbs.org

Office Hours: 9:00 – 5:00

Facebook: [First Presbyterian Church of Big Spring](https://www.facebook.com/FirstPresbyterianChurchofBigSpring)

Pastor:

Allen Cross

10 Indian Ridge - 79720

Email: allencross3@yahoo.com

COAHOMA

First Presbyterian Church

P.O. Box 94 - 79511 (207 N First)

Membership - 28 PIN 22002

Clerk of Session: Sherrie Chevalier

Email: sherriecoahoma@suddenlink.net

Treasurer: Pam Hicks

Youth Contact: Linda Luce

Phone: 432-394-4450

Fax: 432-394-4385

Email: fpccoahoma@hotmail.com

Website: webmaster@fpccoahoma.com

Office Hours 9:00 -12 :00

Pastor:

Vacant

Session Moderator:

Dennis Haralson

Email: dennis@moore-haralson.com

El Paso
Divine Savior Presbyterian
314 S Glenwood - 79905
Membership - 69 PIN 08726
Clerk of Session: Christy Paquian Flores
Treasurer: Lucretia Chew, AC

Pastor:
Vacant

Session Moderator:
Neal Locke
Email: neal@fpcep.org

EL PASO

Faith Presbyterian Church
661 Lomaland - 79907
Membership - 26 PIN 22003
Clerk of Session: Nancy Gardner
Treasurer: Richard C. Pickett, Jr.
Organist: Susan Bechler
Christian Education Contact: Bob Abbott
Youth Contact: Carol Ramos

Phone: 915-598-6735
Fax: 915-533-7158
Email: pvida@whc.net
Office Hours:

Co-Pastors:
Bill & Carol Schlesinger
126 Gaspar - 79907
Home Phone: 915-592-8818
Email:
copastor@faith-presbyterian.org

EL PASO

First Presbyterian Church
1340 Murchison - 79902
Membership - 252 PIN 08724
Director of Administration: Patty Herrera
Clerk of Session: Eileen Salome
Esalome19@gmail.com
Treasurer: Vicki Black Walker
Organist: Vanessa Johnson
Youth Contact: Wendy Moomaw

Phone: 915-533-7551
Fax: 915-534-7167
Email: office@fpcep.org
Website: www.fpcep.org
Office Hours: 8:00 – 5:00 M-Thr
8:00 – 3:00 Fri

Pastor:
Neal Locke (Amy)
1524 Rocky Bluff - 79902
Home/Cell Phone: 915-243-3042
Email: neal@fpcep.org

Facebook: <https://www.facebook.com/fpcep/>

EL PASO

Grace Presbyterian Church
8001 Magnetic - 79904
Membership - 127 PIN 15020
Secretary: Brandy Adams
Clerk of Session: Beth Jones
beth.jones@epgrace.com
Treasurer: Jane Sturgis
Music Director: Brittney Williams
Organist: Beth Holt

Phone: 915-755-8206
Fax: 915-613-1644
Email: office@epgrace.com
Website: www.epgrace.com

Office Hours: M, T, Th, F
9:00 – 3:00 p.m.

Co Pastor:
Holly Clark-Porter
3600 Volcanic Ave 79904
holly@epgrace.com
Cell Phone: 302-530-3221

Co Pastor:
Kaci Clark-Porter
3600 Volcanic Ave 79904
kaci@epgrace.com
Cell Phone: 512-492-2929

Facebook: www.facebook.com/graceelpaso/

Christian Education Contact: Meredith Flory Youth Contact: Bill & Dianna Rose

EL PASO

St. Andrew Presbyterian Church
2155 Wedgewood - 79925
Membership - 16 PIN 22005
Secretary: Linda Mayberry
Clerk of Session: Diana Gurrero
dianaq@utep.edu
Treasurer: Charlie Lino
Christian Education: David Mayfield

Phone: 915-598-7577
Email: stapc@att.net
Office Hours: 9:00 – 1:00

Pastor:
Vacant

Session Moderator:
Lucretia Chew
Email: lucretiachew@att.net

EL PASO

University Presbyterian Church

244 North Resler - 79912

Membership – 236 PIN 22007

Secretary: Susan Guard

Clerk of Session: Lucretia Chew

Treasurer: Jimmy Stevens

Congregational Support Director: Jinny Forbes

Music Director: Maureen Keton

Phone: 915-584-5822

Fax: 915-587-4760

Email office@upcelp.org

Website: www.upcelp.org

Office Hours: 9:00 – 1:00

Co-Pastor:

John Nelsen (Becky)

633 Hempstead - 79912

Home Phone 915-875-8689

Email: john@upcelp.org

Co-Pastor:

Tim Gray (Lisa)

Email: tim@upcelp.org

Facebook: <https://www.facebook.com/upcelpaso>

Contemporary Worship Leader: Julian Dominguez

Youth Contact: Tim Gray

FORT DAVIS

First Presbyterian Church

P.O. Box 832 – 79734

Membership - 86 PIN 08727

Secretary: Marjorie Ferguson

Treasurer: Bill Maline

Clerk of Session: Carolyn Miller Email: family@wcc.net

Organist: Marjori Ferguson

Phone: 432-426-3948

Email: ch.ofc@sbcglobal.net

Website: www.fdpcusa.org

Office Hours 8:00 – 12:00

Pastor:

Matt Miles (Stessa)

P.O. Box 2164 - 79734

Home Phone: 432-426-3096

Email: fdpastor@sbcglobal.net

Christian Education: Camille Doss

Youth Director: Pene Ferguson

FORT STOCKTON

First Presbyterian Church

P.O. Box 100 - 79735

Membership – 312 PIN 22009

Secretary: Linda Loera

Clerk of Session: Gayle Henderson

Treasurer:

Music Director: Ken Ripley

Organist: Doni Whigham

Phone: 432-336-3346

Fax: 432-336-6717

Email: fpc.office@sbcglobal.net

Website: www.1stpresfs.org

Office Hours: 8:00 – 5:00

Pastor:

James R. Miles (Angie)

208 N. Oklahoma - 79735

Home Phone: 432-336-5485

Email: revdoctx@sbcglobal.net

Commissioned Ruling Elder:

Ann Hurt

301 N. Rio St. - 79735

Home Phone: 432-336-3286

Email: annhurt@sbcglobal.net

Commission date March 2022

MARFA

First Presbyterian Church

P.O. Box 875 - 79843 (110 E. Columbia)

Membership - 24 PIN 08728

Clerk of Session: Sara Herman schilto2003@yahoo.com

Treasurer: Betsy Burns

Organist: Marilyn Dill

Phone/Fax: 432-729-4709

Website: www.fpcmarfa.org

Pastor:

Gary Dill (Marilyn)

107 Ridgeline HC 65 Box 28H

Alpine, TX 79830

Phone: 432-364-2433

Email: gadill@outlook.com

MIDLAND

Grace Presbyterian Church

2801 N. Garfield - 79705

Membership – 103 PIN 10551

Secretary: Adalinda Carl

Clerk of Session: Judy Brown

Judykmb81@gmail.com

Treasurer: Courtney Laufer

Music Director: Laura Holleman

Christian Education Contact: Jalyne Powell

Phone: 432-684-6542

Fax: 432-684-3892

Email gracemidland@suddenlinkmail.com

Website: www.gracemidlandtx.org

Pastor:

Cheryl Homsher (BJ Craft)

10 Cascade Court - 79762

Home Phone: 432-552-7555

Email: pastorcheryl@suddenlinkmail.com

Facebook: Grace Presbyterian Church Midland Texas

Youth Contact: Brian Rose

MONAHANS

First Presbyterian Church

P.O. Box 987 - 79756 (500 E 16th)
Membership - 9 PIN 08729
Clerk of Session: Lynda Linton

Phone: 432-943-4962
Fax: 432-943-7626

Pastor:
Vacant
1109 S Bruce - 79756

Treasurer: LaNell Smallwood
Music Director: Lynda Linton

Session Moderator:
Cheryl Homsher
Email: pastorcheryl@suddenlinkmail.com

ODESSA

First Presbyterian Church

1401 N. Sam Houston - 79761
Membership - 250 PIN 22013
Secretary: Tommie Zuerker
Clerk of Session: Anita Thompson

Phone: 432-337-3526
Fax: 432-337-3599
Email: fpcodessa@sbcglobal.net
Website: www.fpcodessa.org
Office Hours: 8:30-4 Mon - Thurs
8:30 - 5:00 Wed

Pastor:
Ron Hankins (Linda)
2717 Pagewood - 79761
Email: rhankins@fpcodessa.org

Treasurer: Ernest Thomas and John Cunningham
Youth Contact: Cambri Allison
Christian Education Contact: Diana Olson
Music Director: Rogers Tilley

Organist: Kathy Kuhn

ODESSA

Westminster Presbyterian Church

4901 Maple - 79762
Membership - 92 PIN 22015
Secretary: Sue Kelley
Bookkeeper: Morgan Chelette
Clerk of Session: Sharmin Merritt

Phone: 432-366-1321
Fax: 432-366-6130
Email: westminster@wpcodessa.com
Website: www.wpcodessa.org

Interim Pastor:
Tracy Spencer-Brown (Tom)
10165 Westridge - 79764
Email: tspencerbrown@gmail.com

Email: bredau12@yahoo.com

Office Hours: Tues & Thurs
8:30-3:30

Treasurer: Mitchie Rush
Christian Education and Youth Contact: Pam Keel
Music Director: Juan Hernandez

Organist: Shari Story

PECOS

First Presbyterian Church

P.O. Box 926 - 79772 (401 S Plum)
Membership - 13 PIN 22017
Clerk of Session: Lynn Fowler

Phone: 432-445-3693
Fax: 432-445-5433
Office Hours: 9:00 - 11:00
Tuesdays

Supply Pastor:
Cindy Duke (Kevin)
516 Ross Blvd - 79772
Home Phone: 432-940-2245
Email: cindyduke@me.com

Treasurer: Dorothy Holmes
Music Director/Organist: Hector Rodriguez
Christian Education: Cindy Duke

www.fpcpecos.com

SAN ANGELO

Grace Presbyterian Chapel PCUSA

29 N Oakes - 76903

Membership - 47

Clerk of Session: Victor Probandt

victor.probandt@suddenlinkmail.com

Treasurer: David Byrd

Music Director: Diane Deatherage

Phone: 325-261-9684

Website: www.gracepresbyterianchapel.org

Pastor:

Kary Fry (Mike)

4729 Shadow Creek - 76904

Home Phone: 325-650-8649

Email: revkaryfry@gmail.com

Facebook: www.gracepresbyterianchapel.org

SAN ANGELO**Nazareth Presbyterian Church**

313 W. Ave. N - 76903

Membership - 76 PIN 08652

Clerk of Session: Debra Lombrana

dlombrana@suddenlink.net

Treasurer: Gloria Holguin

Music Director and Organist: Ruth Perez

Christian Education and Youth Contact: Bea Torres

Phone/Fax: 325-658-1922

Commissioned Ruling Elder:

Bea Torres

816 Murphy 76903

Home Phone: 325-245-5009

Email: sunflowerbea1@aol.com

Commission Date: January 2022

SAN ANGELO**St. Mark Presbyterian Church**

2506 Johnson - 76904

Membership - 134 PIN 11530

Secretary: Kayci Waller

Clerk of Session: Debbie Simpson

Treasurer: Kelly Hayes

Music Director: Leah Barbeau

Christian Education & Youth Contact: Craig Meyers

Phone: 325-949-1515

Fax: 325-944-7740

Email: stmarkpcusa@outlook.com

Website:

Office Hours: 8:00 - 3:00

Mon-Fri

Supply Pastor

Craig Meyers (HR) (Sally)

19 N. Washington 76901

Home Phone: 325-655-0976

Email: stmarkpcusa@outlook.com**SAN ANGELO****St. Paul Presbyterian Church**

11 North Park - 76901

Membership - 334 PIN 08651

Secretary: Sandra Harris

Clerk of Session: Don Treadwell

detreadwell@verizon.net

Treasurer: Carol Jordan

Music Director: Kim Snell

Pianist: Kim Snell

Christian Education and Youth Contact: Gretchen Smith

Phone 325-653-5691

Fax: 325-659-0597

Email: stpaulsa@gmail.comWebsite: www.stpaulsanangelo.org

Office Hours: 8:00 - 5:00 Mon-Wed

1-5 Thurs - Friday

Pastor:

Tim Davenport-Herbst (Cynthia)

5332 Fairway Dr - 76904

Home Phone: 325-716-8474

Email: drtimdh@gmail.com**SEMINOLE****First Presbyterian Church**P.O. Box 1077 - 79360 (301 SW 3rd)

Membership - 69 PIN 22023

Clerk of Session: Dan Calfee

dancalfee@gmail.com

Treasurer: Judy Sage

Organist: Dan Calfee

Christian Education and Youth Contact: Kimbra Danley

Phone: 432-758-3708

Office Hours: Tues 9-12

Thurs 2-5

Pastor:

Vacant

206 SW Ave C - 79360

Session Moderator:

Bob Reno

Email: reno.robert@sbcglobal.net**SONORA****Church of the Good Shepherd**

P.O. Box 1015 - 76950(401 NE Mulberry)

Membership - 10 PIN 22024

Church Administrator: Jo Ann Jones

Clerk of Session: Roberta James

Treasurer: Jo Ann Jones

Organist: Mary Simone

Phone: 325-387-2616

Fax: 325-387-5803

Email: churchgoodshepherd@verizon.net

Supply Pastor:

Kathryn Morton (HR) (Bobby)

8 N Milton

San Angelo, Tx

Home Phone: 325-277-7887

Email: kittymorton@yahoo.com

OTHER MINISTERS - PRESBYTERY OF TRES RIOS

ALLEN, Lewis (HR) Wife – Cyndy	P.O. Box 386 Junction, TX 76849	Email lewisallen1954@gmail.com
ANDERSON, James (HR)	106 Hanover Place Oak Ridge, TN 37830	Phone: 325-227-7601 Email james.c.anderson@hotmail.com
ANDREWS, Don (HR) Wife - Lee	1575 Belvidere St – Apt 231 El Paso, TX 79912	Phone: 915-613-0872 Email: dandrews2@elp.rr.com
ANTON, Mary Beth (MAL) Husband – Jeff Hewett	4003 Blakemore Court Midland, TX 79707	Phone: 432-638-9826 Email: mbajdh@gmail.com
BENNETT, Robert Kerry (HR)	Jonesboro, Arkansas	Phone: 325-378-2425
BOLES, Jerry Wife – Vickie	109 Cimmaron Ct Alvarado, TX 76009	Phone: 719-660-2661 Email: cciboles@msn.com
CHEW, Lucretia (HR) Husband - Eddie	390 Flemish Circle El Paso, TX 79912	Phone: 915-587-9589 Email: lucretiachew@att.net
CLUGY-SOTO, Carlos (HR) Wife – Deborah	10624 Brian Mooney Dr El Paso, TX 79935	Phone: 915-471-0424 Email: Tortuga@elp.rr.com
DAVENPORT-HERBST, Cynthia (MAL) Husband - Tim	5332 Fairway Dr San Angelo, TX 76904	Phone: 325-716-8480 Email: cynthiadnrr@gmail.com
DILL, Gary (HR) Wife - Marilyn	107 Ridgeline HC 65 Box 28H Alpine, TX 79830	Phone: 432-364-2433 Email: gadill@outlook.com
GOSSETT, Joe (HR) Wife - Sandy	2072 Glencove Dr Seabrook, TX 77586	Phone: 432-664-2780 Email: gossettioe@gmail.com
HARBERT, Glenda (HR)	1903 S Pine Georgetown, TX 78626	Phone: 325-650-2882 Email: ggharbert02@gmail.com
LANE, Patty (HR)	607 New York Ave El Paso, TX 79902	Phone: 915-544-4119 Email: plmattox@att.net
LONGSTREET, Jim (HR) Wife – Sharon	2405 Metz Midland, TX 79705	Phone: 432-687-3993 Email: jplongstreet@hotmail.com
MALCOLM, Hailey (VM) Husband – David York	1201 W Wall Midland, TX 79701	Phone: 432-682-5297 Email: hmalcolm@tresrios.org
MCLEOD, Jobeth (HR)	504 W Magnolia San Antonio, TX 78212	Phone: 210-827-4204 Email: Jobeth.mcleod@att.net

MEYERS, Craig (HR) Wife - Sally	19 N Washington San Angelo, TX 76901	Phone: 325-655-0976
MITCHINER, Jeff (HR)	4614-H Colony Rd Charlotte, NC 28226	Phone: 704-778-3823 Email: jeffmitchiner@gmail.com
MORTON, Kathryn (HR) Husband - Bobby	8 N Milton San Angelo, TX 76901	Phone: 325-277-7887 Email: kittymorton@yahoo.com
MUCK, Terry (HR) Wife – Frances	63 Mantell St Oakland, CA 94611	Phone: 859-327-8355 Email: muckterry@gmail.com
NORVELL , Katherine (MAL)	6134 Night Fall El Paso, TX 79932	Phone: 915-203-1095 Email: norvellk@aol.com
RENO, Bob (HR)	110 Pavillion Parkway #1004 Midland, TX 79705	Phone: 575-495-5593 Email: reno.robert@sbcglobal.net
SAMS, Bob (HR) Wife – Susie	4615 Ashley Lake Circle Vero Beach, FL 32967	Phone: 772-925-1368 Email: revbobsams@gmail.com
SEBESTA, Robert J. (HR) Wife - Clairbel	212 Hilltop Dr Seguin, TX 78155	Phone: 830-372-1397 Email: sebesta212@gmail.com
SNIDER, Dan (HR) Wife - Rhonda	2708 Briargrove LN San Angelo, TX 76904	Phone: 325-227-4437 Email: dan.dsnider@gmail.com
SPENCER-BROWN, Tracy (MAL) Husband – Tom	10165 Westridge Odessa, TX 79764	Phone: 432-266-2341 Email: tspencerbrown@gmail.com
THOMPSON, Eric (MAL) Wife – Janet	2819 E 21 st St Odessa, TX 79762	Phone: 432-653-1440
WARREN, Truman (HR) Wife - Sissy	2703 Oakwood Dr Odessa, TX 79761	Phone: 432-552-8239 Email: twarren2703@mygrande.net
WEISENFELS, Shannon (VM) Husband – Gerry	208 S I St Midland, TX 79701	Phone: 432-685-0880 Email: Shannon.weisenfels@gmail.com
WHITAKER, Rebecca (HR)	321 Bonham Dr. Hewitt, TX 76643	Phone: 915-345-8250 Email: drwhitaker@mygrande.com
WYRICK, Todd (MAL) Wife - Sarah	5613 100 th St Lubbock, TX 79424	Phone: 432-413-6963 Email: txwyrick@gmail.com

PRESBYTERY OF TRES RIOS - LIST OF TEAMS & COMMISSIONS

CODES:

C – Clergy

HR - Honorably Retired

RE – Ruling Elder

MAL – Mbr At Large

CRE – Commissioned Ruling Elder

__ - Chair/Moderator

Administrative Team

Class of 2021

Melanie Matthys (RE/University) 7284 Meadow Sage Dr, El Paso 79911 melaniematthys@gmail.com 915-525-9341

Jim Miles (C/First) P.O. Box 100, Fort Stockton 79735 revdoctx@sbcglobal.net 432-336-3346

Cell Phone: 432-290-2077

Class of 2022

Milt Thompson (RE/First) mtm1106@grandecom.net 432-770-3664

Holly Clark-Porter (C/Grace) 8001 Magnetic, El Paso 79904 holly@epgrace.com 915-755-8206

Personnel Committee

Gary Dill (C/First) 107 Ridgeline HC 65 Box 28H, Alpine 79830 gadill@outlook.com 432-364-2433

Chris Laufer (RE/Grace) 3004 Meadowbrook Dr, Midland 79707 cclaufer@sbcglobal.net 432-520-4536

Randy Gardner (RE/Grace Chapel) 1231 S Madison, San Angelo 76901 325-656-1060

gardnerexploration@gmail.com

Leadership Recruitment and Representation Team

Jayne Sturgis (RE/Grace) 8001 Magnetic, El Paso 79904 jane.sturgis@epgrace.com 915-755-8206

Vacant

Becky Thomas (RE/First) 2901 E 17th, Odessa 79762 eyeballs@att.net

Mary Beth Anton (MAL) 4003 Blakemore, Midland 79707 mbajdh@gmail.com 432-638-9826

Pastoral Team

Class of 2021

Jinny Forbes (RE/University) 517 Twin Oaks Pl, El Paso 79912 jinny@upcelp.org 915-584-9219

Tim Davenport-Herbst (C/St. Paul) 11 N. Park, San Angelo 76901 drtimdh@gmail.com 325-653-5691

Class of 2022

Connie Chapman (RE/Grace) 5817 Galaxie, El Paso 79924 denisecc@sbcglobal.com 915-328-4583

Ron Hankins (C/First) 1401 N Sam Houston, Odessa 79761 rhankins@fpcodessa.org 432-337-3526

Youth Sub Committee

Jeri Vines (LW/University) 7113 Black Ridge Dr, El Paso 79912 ifmvines@aol.com 915-497-8614

Bill Rose (RE/Grace) 10437 Adonis, El Paso 79924 horseshoe1@aol.com 915-821-7471

Cambri Allison (RE/First) 1401 N Sam Houston, Odessa 79761 cambri@fpcodessa.org 432-337-3526

Gretchen Smith (LW/St Paul) 69 E 37th St, San Angelo 76903 gretchen.smith@saisd.org

Vision and Outreach Team

Class of 2021

Ann Hurt (RE/First) 301 N Rio, Fort Stockton 79735 annhurt@sbcglobal.net 432-336-2100
Neal Locke (C/First) 1340 Murchison, El Paso 79902 neal@fpcep.org 915-533-7551

Class of 2022

Jeannie Holbrook (RE/First) Jeanie_holbrook@yahoo.com 432-528-6261
John Nelsen (C/University) 244 N Resler, El Paso 79912 john@upcelp.org 915-584-5822

Permanent Judicial Commission

2022 Randy Gardner (RE/Grace Chapel) 1231 S Madison, San Angelo 76901 325-658-3455
Gardnerexploration@gmail.com
Donna Crafton (RE/Grace) 4604 Aries, El Paso 79924 legal1work@aol.com 915-588-0335
Bart Medley (RE/First) P. O. Box 1937, Fort Davis 79734 bart@bartmedley.com 432-426-3464
2024 Judia Foreman (RE/Grace) 214 S L, Midland 79701 webb4man@sbcglobal.net 432-684-8695
Mary Beth Anton (C/At Large) 4003 Blakemore Ct, Midland 79707 mbaidh@gmail.com 432-638-9826
Gary Dill (C/First) 107 Ridgeline HC 65 Box 28H, Alpine 79830 gadill@outlook.com 432-364-2433
2026 Bart Teeter (RE/St Paul)
Shannon Weisenfels (C) 208 S I St, Midland 79701 shannon.weisenfels@gmail.com 432-685-0880
Tim Gray (C/University) 244 N Resler, El Paso 79912 tim@upcelp.org 915-584-5822
