

## Yellowstone Presbytery Stated Meeting

Nov 2-3, 2018, First Presbyterian Church, Bozeman, MT

**18 – 1101** – Call to Order -1:05 PM, CRE Jack Bell, Moderator, opened the meeting with prayer. Elder Nancy Bast welcomed the Presbytery to FPC Bozeman and offered some information on what the church will provide during the meeting.

**18 – 1102** – Roll Call – RE Jim Tarr, Stated Clerk, called the roll. Those who filled out registration sheets (in person or by email) are listed as present. Those who emailed or texted they were unable to attend are listed as excused.

### Ruling Elder Commissioners Present:

Anaconda- absent	Hysham – Wayne Milmine
Big Hole- Sandy Cleary	Jordan – absent (See Joel below)
First Billings – Chris Eriksen	Lewistown- Margee Smith
St Andrew – Patti Johnson	Manhattan – Kathy Whitesitt
Bozeman – Charlene Mandeville	Miles City – Paul Helland, Sharla Helland
Butte – absent	Philipsburg - absent
Colstrip - absent	Poplar – absent
Deer Lodge - absent	Stanford – absent
Dillon – absent	Terry – Gary Sperline
Ennis (Madison Valley) – absent	White Sulphur Springs – absent
Forsyth -- absent	Wolf Point – absent
Harlowton – absent	

### Ministers of Word and Sacrament, Members of Presbytery:

David Andrew (absent), Roderick Blair (absent), Susan Barnes (present), Paul Cannon (absent), James Bell (absent), JP Carlson (Present), Priscilla Bell (absent), Jed Cauffman (absent), Paul Cousins (present) Jody McDevitt (excused), Dan Krebill(excused),Warren (Rusty) Craig (present), Sherwood McKay (absent), Dick Davis (present), Cathy McLean (excused), Mary Davis (excused), Marcia Muir (present), John Dyce (absent), Sally Ralston (absent), Katie Emery (present), Susi Ennis (present), Neva Rathbun (excused), Debbie Funke (present), Harlan L Rounds (absent), George Goodrich (present), Bill Swanson (absent), Kathy Goodrich (present), Susan Thomas (excused), Doug Johnson (present), David Thompson (present), Jean Johnson (absent), Larry Vandecreek (absent), Lowell Johnson (absent), Vicki Waddington (absent), Teresa Kendall (present), Steve Weber (absent), Kim Woeste (absent), Paul Krebill (absent), Brent Long(excused) Freeman McCall (absent), Diane White (present), Daniel Triller (present), Garrett Mostowski (present),Diane White(present), Wenda Fry (excused)

**Other Voting Members:**

Jack Bell (moderator) (CRE- Stanford) [present] Jim Tarr (RE--Stated Clerk) (Synod Commissioner) [present], Veva Larson (CRE- Anaconda) [present], Julie Boksich (RE--Leadership Cabinet), [present] Suzanne Bratsky (RE--Moderator PW) [present], Robert Shy (CLP – Colstrip) [present], Paul Helland (RE – Leadership Cabinet) [present], Dan Holland (RE –Leadership Cabinet) [present], Caroline Fleming (RE-- Rep/Nom Moderator) [present]

**Staff and Others Present:**

Debbie Blackburn (RE Manhattan), Sarah Logemann (MWS Candidate New Brunswick Presbytery and FPC Miles City, MT) (seated), Sandy Sperline(Terry), Russ Kline (RE--FPC Billings). Janet Kline (RE-- FPC Billings) (Rev. George Goodrich(CoGP), Kathy Goodrich(CoGP), Melissa Perrault-Baumann (assistant stated clerk), Sharon Milmine (RE—Hysham}, Margee Smith, Lewistown (RE—CRE Program Seeker), Joel Schroeder(Jordan), Will Johnson (ELCA Pastor Glendive)

**18-1103-** A Quorum was declared, Docket for meeting was approved with a few minor changes, none of which required advance notices. The meeting theme was “Turning the World Upside Down as Citizens of Heaven” With a focus on Acts 17:1-9; I Thess. 1:4-10

➤ **The procedural motion was adopted as follows:**

1. That the roll for this meeting be established by completed Registration Sheets.
2. That written and oral requests for absences received by the Stated Clerk be approved.
3. That any Corresponding members present be seated.
4. That the Presbytery grant the Moderator the authority to give privilege of the floor to persons, other than Members or Commissioners, for the purpose of reporting to this meeting.
5. That the Moderator and the Stated Clerk be empowered to make adjustments to the Agenda during the meeting, as may be necessary, to provide for efficiency in reporting, and
6. That all reports received at this meeting be accepted and if not supplied to the presbytery office in advance an electronic copy shall be supplied to the office of the stated clerk and the presbytery office immediately following the meeting.

**18-1104-Worship service and Dwelling in the word:** We did Word-Prayer-Share on Acts 17: 1-9 and 1 Thes 1:4-10 led by Rev. Kathy Goodrich. The initial Prayer was offered by Rev Susan Barnes. Kathy Goodrich led a discussion and the presbyters broke into small groups to study the Dwelling in the word scriptures.

**18-1105-Equipping and Encouraging, Part 1:** The subject of this session was led by Kathy Goodrich and a partial video “**Turning the World Upside Down as Citizens of Heaven: Resident Aliens in Acts**”. The presentation was meant to be a preview for churches to determine if they wanted to pursue the full

course materials from the Whitworth College church resources that the cohorts have available to use as a part of their gatherings.

**18-1106-PMT Report: Rev.** Dave Thompson recognized Pastoral changes that have taken place since the last Stated Meeting and introduced Susan Barnes who was given the floor and received words of sharing by the folks who were privileged to know her recognized her creative artistry in worship and creation of sacred spaces. Susan will move to Louisville to be with her husband Mike who has been hired as the editor of the Presbyterian News Agency

Katie Emery came forth with her husband ELCA pastor Rev. Will Johnson and they were Recognized for all the good service they had provided to the presbytery.

Steve Weber was recognized in absence. (A Vote was made later to move him)

Robert Shy was recognized for 18 years of service at the church in Colstrip. Robert will move to serve a church in Worden, MT.

New Pastors and their spouses were introduced; Daniel Triller and his wife Callie who is expecting an addition to the family in November. Daniel will serve as installed Pastor in Dillon.

Garrett Mostowski and his wife Sarah Logemann. Garrett is serving as the installed Pastor in Miles City and Sarah has completed all the requirements of the PCUSA to be ready for a call in a PCUSA Church.

Wenda Fry (ELCA) has been installed as pastor in the church in White Sulphur Springs and she **is automatically a temporary member of the Presbytery by our rules.**

Deborah Schmidt(UMC) is now installed as Pastor in the Phillipsburg Church and she **is automatically a temporary member of the presbytery by our rules.**

Magee Smith was introduced as a **CRE Seeker** and is taking some training available under the Whitworth CRE training program.

**>It was Voted;** To move Steve Weber to the Kendall Presbytery in Eastern Idaho. (before approval of these minutes the Salt Lake Presbytery advised they had accepted Steve Weber into their membership so he was released to them instead of Kendall Presbytery)

**> It was Voted;** To approve the Minimum Salary guidelines required for 2019 as proposed by the PMT. ( Salary guidelines for 2019 are to now be as posted on the website)

**> It was Voted;** To approve the policy on Non PCUSA Pastors with corrections to one word (bit) and uniform use of the terms “Minister of Word and Sacrament or MWS instead of Teaching Elder or TE as contained in the document.” “Ecumenical” to change from “Evangelical” in names of churches in communion.

**> It was voted:** to dissolve the Pastoral relationship between Rev. Susan Barnes and St Andrew Presbyterian Church Billings MT, effective Nov 30, 2018

**18-1107- Co-General Presbyters reports: Exhibit C.**

**18-1108- Rep/Nom Report:** Caroline Fleming moderator of Rep/Nom committee presented the list of Nominees to the presbytery as a first reading. Final reading and votes to be cast at tomorrow's meeting session. Slate of Nominations is attached as **Exhibit F**.

**18-1109-Part 2. Susi Ennis lead a discussion "Turning the World Upside Down as Citizens of Heaven & Living as Resident Aliens in Early Christianity"** A second Whitworth video was partially shown.

Small group discussions followed the presentation.

**18-1110- Meeting recessed for dinner** put on by the First Presbyterian Church Bozeman at 6:00PM and

**18-1111 Meeting reopened after dinner At 7:00PM** with Worship lead by Rev Diane White. The Sacrament of Holy Communion was held during the service. A Special Offering was collected in amount of \$791.00 for Paul Neshangwe and his Presbyterian Church and Ministry, Zimbabwe, Africa.

**18-1112- Meeting** recessed for the night at 8:00PM

**18-1113- Meeting reconvened at 8:05 AM Nov 3,2018**

**18-1114- Part 3. Rev. Katie Emery led us in Dwelling in the Word. Phil 53: 12-4-1" Turning the World Upside Down as Citizens of Heaven: Living as Resident Aliens Today"**

Small group discussions held.

Kathy Goodrich advised on how a church can gain access to the materials presented and how to get them supplied by Whitworth.

**18-1115- Good News of the churches; Miles** City was represented by Caroline Fleming. Garrett Mostowski, Garrett and Sarah have bought a home and have been remodeling it.

FPC Dillon, Daniel Triller reported they have started a children's choir. Children from the community who are not children of parent attending the church are participating.

FPC Manhattan, Debbie Funke reported on the Wednesday evening meals program feeding 3 ½ grade to 6<sup>th</sup> grade. Prayers for the children's families were requested.

**18-1116- Leadership Cabinet report;** Susi Ennis reported and advised the GA has requested a vote on constitutional changes to the Book of Order and various committees of the presbytery have been requested to review the proposed language and recommend action for a vote at the March meeting.

**>It was voted;** To adopt the Child and Youth Protection Policy as in the packet and attached as Exhibit D. (change to Paragraph 14.02 d. Social networking word (bit) is to be deleted. Date of final adoption Nov 3, 2018 to be added.)

Dan Holland Treasurer was introduced and requested a change to the per-capita amount for 2019 of \$54.00 per member.

**>It was voted;** To approve a per capita total for 2019 of \$54.00 per member including the amounts for Synod and GA Per Capita.

**>It was Voted;** To adopt the proposed budget for 2019 for both programs and administration of the presbytery as attached Exhibit E.;

**18-1117- Clerk Report;** The clerk report was part of the meeting packet. All updated reports are due to be sent immediately following the meeting.

**18-1118- GA commissioner Report;** MWS, Dick Davis gave a presentation on his commission to serve as our representative to the General Assembly. Report of RE John Paterson was as included in last month's Yellowstone Currents article.

**18-1119- Rep/Nom Report;** Caroline provided a second reading of the rep/nom report.

**>It was voted;** To set aside the standing rules so that Teresa Kendall can serve a term of one year (2019) as moderator of the Leadership Cabinet.

**>It was Voted;** To elect the entire slate of Nominees by a unanimous ballot. **Exhibit F.** attached

**18-1120-Camping and Youth;** A video of the summer camp program and youth activity was shown. The winter retreat will be held in the Butte Church weekend of Feb 22 to 24, 2019.

**18-1121- PW;** Suzanne Bratsky presented a report on activities and programs planned for 2019 by the PW Groups. The "I Am Always With You" series is being used by some churches and is written and prepared by Rev. Amy Poling Southern and is suitable for both men and women's bible study. Watch for information on a spring gathering of PW.

**18-1122-Closing; Moderator, Jack Bell** did a meeting wrap up with a farewell talk and concluding prayer.

**18-1123- Adjournment:** The meeting adjourned at 12:05 PM MDT.

**18-1124- Next Meeting:** Next meeting of Yellowstone Presbytery will be March 8,9, 2019 at FPC Billings, MT

**Jim Tarr**

**Stated Clerk**

**Attached: exhibit A. LC Report, Exhibit B.PMT Report, Exhibit C. Co General Presbyters report, Exhibit D. Child and Youth Protection Policy, Exhibit E. Proposed Presbytery Budget, Exhibit F. Rep/Nom Report**

**( Minutes approved with corrections March 14 2019.)**

**Exhibit A**

Leadership Cabinet Report

Yellowstone Presbytery

November 2-3, 2018

First Presbyterian Church, Bozeman MT

*The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ. – Ephesians 4:11-13*

In 2018 we will continue our focus on “Equipping and sending the gifted into ministry”.

Since the May 2018 Presbytery Meeting the Leadership Cabinet has met four times. In those meetings we discussed and worked on a wide range of things based on our vision and 2018 goals. These discussions have included the following actions.

- A. Based upon the work of Curt Kochner, George Goodrich, Cynthia Kessler, and Suzanne Bratsky we worked through the creation of the Yellowstone Presbytery Child and Youth Protection Policy. Book of Order section G-3.0106 states that all councils of the church “shall establish a child and youth protection policy”. The full policy with its cover letter is included in the packet for this meeting. Please watch for a mailing which includes a form for Pastors and Sessions to complete and return to the Stated Clerk. The policy will be presented for Presbytery action under letter J below.
- B. We met with Rev. Kim Woeste, campus ministry at Rocky Mountain College; Rev. Dwight Welch from United Campus Ministries at MSU-Billings; and Rev. Dan Krebill with PresbyCats at MSU-Bozeman. After hearing their reports we awarded Higher Education Grants to these three ministries for the 2018-2019 academic year.

- C. We met with the four Whitworth Fellows who provided us insight into how they see ministry in the coming years. This discussion provided for some important questions for us as a Presbytery to consider over the coming year. Watch for more information as we receive their debrief reports later in the fall.
- D. We continue to work with our Guide One Insurance agent to ensure that the coverage we carry as a Presbytery is appropriate. Due to this evaluation we were able to ensure the appropriate coverage for the Westminster Spires Summer 2018 camping season.
- E. We reviewed the 2018 Goals we set to see how we are making progress. It was determined that due to the number of other priorities which arose during the year, Presbytery Sunday would not be promoted for 2018. We are aiming for returning to this for 2019.
- F. We discussed feedback received from the May Presbytery meeting as we prepared for this meeting. We listened to the voices that asked for more time for small group discussion and hope that was achieved for this meeting. We spent time discerning how to move forward as we put together the equipping time for this meeting.
- G. We spent time working with the 2019 budget and examining the ministries and priorities of the Presbytery in the coming years. The Budget Document is included in the packet for this meeting. Dan Holland will present it under the action item K in this report for Presbytery approval.
- H. The Personnel sub-committee of CRE Jack Bell, RE Paul Helland, MWS Diane White, and staff Rev. George Goodrich has been addressing performance reviews and job descriptions. This sub-committee reports to the Leadership Cabinet.
- I. A sub-committee has been established to look at the Presbytery Standing Rules and determine what, if any, updates or amendments might be necessary. Members of this sub-committee which reports to the Leadership Cabinet are MWS Dan Krebill, RE Dave Kimball, Stated Clerk Jim Tarr, and staff member Rev. Kathy Goodrich.
- J. We looked at the Proposed Amendments to the Constitution which came from the 223<sup>rd</sup> General Assembly and determined which group, committee, or commission from the Presbytery should look at them and make report/recommendations to the March 2019 Presbytery meeting for our vote.
- K. We agreed to join with Glacier Presbytery to apply for a Synod Grant to bring a Communications Workshop to Helena on September 27, 2018. Those who attended believe that they learned a bunch from this workshop.

## Announcements for the Presbytery from the Leadership Cabinet

- L. The dates and locations of Presbytery meetings in 2019 have been scheduled:  
**March 8-9, 2019** we will meet at First Presbyterian Church in Billings  
**June 8, 2019** telephone meeting to address any business of the Presbytery with a one day retreat for the equipping of the Presbytery being scheduled at a date and location to be determined.  
**November 1-2, 2019** we will meet at First Presbyterian Church in Lewistown.
- M. The Yellowstone Currents is the newsletter of this Presbytery where we share what God is doing in our midst. If your congregation has something to share like mission activity or some special speaker coming up and the like; please send the article to Susan Thomas.

## Requested Action of the Presbytery:

- N. The Leadership Cabinet has approved the Presbytery Child Protection Policy as required by the Book of Order to be approved and added to the Yellowstone Presbytery Manual as an official policy.
- O. The Leadership Cabinet presents both the 2019 Per Capita amount and the 2019 Administrative and Program Budget to be approved by the Presbytery.

As a reminder, here are the 2018 Goals the Leadership Cabinet has adopted for the Presbytery.

## **Yellowstone Presbytery Leadership Cabinet Goals for 2018**



*The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ. Ephesians 4:11-13*

1. Encourage and emphasize discipleship among the people of Yellowstone Presbytery.
  - Continue to model Dwelling in the Word or Word-Share-Pray at Presbytery meetings, at all ministry team meetings, and clusters; encouraging sessions to include this in the life of their congregations.
  - Extend Stan Ott's training by planning a video visit from Stan during the March presbytery meeting and offering a study guide to his resources.
  - Provide *Growing Young* resources and training for leaders and congregations at each Presbytery meeting in 2018. This may be as short as a 5 minute announcement or as long as a 45-60 minute workshop. Sharing how *Growing Young* is impacting the Presbytery and individual congregations.
  - Provide Elder or Leadership resources and training for leaders and congregations at each Presbytery meeting in 2018. This may be as short as a 5 minute announcement or as long as a 45-60 minute workshop.
  - Equip Lay Leaders/CREs in congregations through providing specific programs including the Whitworth Leadership Training through their Office of Church Engagement. Also provide disciple mentors for leaders in congregations as needed.
  
2. Support the spiritual nurture of pastors and leaders across the presbytery.
  - Offer support to the PMT as they plan for a pastor's retreat to be held in 2019. This support would include the encouragement of pastors to attend the retreat through announcements and emails.
  - Encourage prayer for one another, including use of the presbytery prayer calendar.
    - Determine how many churches are using the Prayer Calendar; in what ways do they use it? How do we encourage the use of the calendar? (Email and encourage use of it)
  - Ask Pastors/Leaders how the Presbytery can nurture and encourage their spiritual journey. (How do we do it better?)
  
3. Foster community in the presbytery.
  - We will continue to encourage and support presbytery clusters.
  - We continue to support Presbytery Sunday on the 2<sup>nd</sup> Sunday in October (Oct. 14, 2018) by providing ideas and resources.

--Support Leadership subcommittee efforts to share stories from around the presbytery at meetings or in the Currents. Encourage each Leadership Cabinet member to think about or find a story to share at a Presbytery meeting or in the Currents.

4. Support Presbytery staff by establishing and strengthening the Personnel ministry sub-group. Ensure that this sub-group can:
  - Provide clear job descriptions and job expectations for staff members
  - Plan for timely and consistent reviews as appropriate, i.e. 30 day, 60 day, 90 day, 6 month, or annually.
  - Ensure that the newly hired Stated Clerk is equipped as she or he begins their ministry in the Presbytery.
5. Examine staffing patterns and budget in light of the changes in synod support and determine if adjustments are needed. At the June Leadership Cabinet meeting be prepared to look at what our funding options and budget options look like and begin to formulate a plan for 2019.

2/19/18

## Exhibit B

### Pastoral Ministry Team Presbytery Report November 2-3, 2018

The purpose of the Pastoral Ministry Team is to come alongside of churches, sessions, and pastors to provide encouragement, support, and training as we work together to share the Good News of Jesus Christ.

#### A. Wishing our Best to the Rev. Susan Barnes

The Rev. Susan Barnes, pastor of St. Andrew Presbyterian Church in Billings, will be moving to Louisville, Kentucky, where her husband Mike has received a job as editor of the Presbyterian News Service. Pastor Susan's last Sunday at St. Andrew will be on Sunday, November 4. We pray for blessings for Pastor Susan and Mike as they transition to Louisville and appreciate their work at St. Andrew and our Presbytery over the past five years. Time to express our appreciation to Pastor Susan will be given at this meeting.

#### B. Wishing our Best to the Rev. Katie Emery

The Rev. Katie Emery, pastor of the Community Presbyterian Church in Terry and Hope American Lutheran Church in Fallon, has accepted a call to serve First Evangelical Lutheran Church in Longmont, Colorado. We wish Katie and her husband (Will) the best as they transition to their new community. Pastor Katie's last Sunday in Terry will be on October 28. We hope that Pastor Katie will be able to join us at this Presbytery meeting so we can offer our appreciation to her for her years of ministry to our Presbytery and those in eastern Montana.

#### C. Transferring Membership of the Rev. Stephen Weber

The Rev. Steve Weber has requested that his Yellowstone Presbytery membership be transferred to Kendall Presbytery in Eastern Idaho. Pastor Steve has served as the Interim Pastor at the First Presbyterian Church in Dillon. We appreciate Pastor Steve's work in Dillon during a time of transition for the congregation.

#### D. Welcoming the Rev. Daniel Triller

The Rev. Daniel Triller was approved by Presbytery via conference call on September 14, 2018 to serve as the new pastor in Dillon. We welcome Pastor Daniel and his wife Callie to their new community and church family.

#### E. Welcoming the Rev. Deborah Schmidt

The Rev. Deborah Schmidt, a pastor in the United Methodist Conference, is now serving St. Paul's Presbyterian Church in Phillipsburg. She is also serving the Methodist churches in Hall

and Drummond. Due to the ecumenical relationship we have with the United Methodist Church we recognize her as a temporary member of our Presbytery.

F. Welcoming the Rev. Wenda Fry

The Rev. Wenda Fry, a pastor in the Evangelical Lutheran Church in America (ELCA), was installed as the new pastor of the Yoked Parish in White Sulphur Springs on Sunday, October 21. Pastor Wenda also serves Trinity Lutheran Church in Lennep. Due to the ecumenical relationship we have with ELCA we recognize her as a temporary member of our Presbytery.

G. Welcoming Margee Smith as a CRE Seeker

Margee Smith, a ruling elder from Lewistown, has begun the Commission Ruling Elder (CRE) process as a seeker. She is a retired kindergarten teacher and has been very active at First Presbyterian Church in Lewistown. Margee was interviewed by PMT in September and has begun the process toward commissioning. She has begun taking classes through Whitworth University in Spokane.

H. Presbytery Minimum Salary Guidelines for 2019 needs approval:

Here are the Pastoral Ministry Team's recommendations for 2019 Minimum Salaries. These figures represent a 2% increase in minimum salaries for 2019 and are based on full time of a 40 hour work week. We acknowledge that Yellowstone Presbytery remains near the bottom for compensation for pastors serving in the Presbyterian Church (USA). The PMT recognizes concerns about the minimum standards since these figures do not compensate a pastor enough to live without financial stress.

Full-Time Pastor in 0-3 years of Ordained Ministry:

Cash \$35,290

Housing \$10,587 (The Board of Pension requires that the manse amount be at least 30% of all other effective salary items.)

Effective Salary \$45,877

Board of Pension dues (Medical/Retirement/Death/Disability) \$16,975

Continuing Education \$600 (cumulative to 3 years)

Travel - Vouchered at the current federal rate

Study Leave - 2 weeks (cumulative to 6 weeks) including 2 Sundays

Vacation - 4 weeks including 4 Sundays

Family Leave - Each church shall develop a Family Leave Policy

Full-Time Pastor in 4 or more years of Ordained Ministry:

Cash \$36,875

Housing \$11,060 (The Board of Pension requires that the manse amount be at least 30% of all other effective salary items.)

Effective Salary \$47,945

Board of Pension dues (Medical/Retirement/Death/Disability) \$17,740

Continuing Education \$600.00 (cumulative to 3 years)

Travel - Vouchered at the current federal rate

Study Leave - 2 weeks (cumulative to 6 weeks) including 2 Sundays  
Vacation - 4 weeks including 4 Sundays  
Family Leave - Each church shall develop a Family Leave Policy

Commissioned Ruling Elder (CRE)

The CRE salary is 75% of the Full-Time Pastor salary, pro-rated for part-time.

I. Approve the Yellowstone Presbytery Policy on Non-PC(USA) Pastors

This policy was approved by our PMT on May 10, 2018 and we present it for Presbytery's approval.

### **Yellowstone Presbytery Policy on Non-PC(USA) pastors:**

This is the Yellowstone Presbytery Policy for membership in the Presbytery for Persons serving as Pastors in other denominations. This policy shall not replace or be considered primary to the provisions of the Book of Order of the PC(USA). In event of any conflict the interpretation of the Book of Order will govern all decisions made by this council. For this reason, some of the existing provisions of the Book of Order 2017-2019 are quoted herein and any future changes in the provisions noted here will also govern if or when adopted.

#### **Part 1.**

We will be guided by the Book of Order PC(USA) provision on unity: F1.0302a

Unity is God's gift to the Church in Jesus Christ. Just as God is one God and Jesus

Christ is our one Savior, so the Church is one because it belongs to its one Lord, Jesus Christ. The Church seeks to include all people and is never content to enjoy the benefits of Christian community for itself alone. There is one Church, for there is one Spirit, one hope, "one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all" (Eph. 4:5-6).

Because in Christ the Church is one, it strives to be one. To be one with Christ is to be joined with all those whom Christ calls into relationship with him. To be thus joined with one another is to become priests for one another, praying for the world and for one another and sharing the various gifts God has given to each Christian for the benefit of the whole community. Division into different denominations obscures but does not destroy unity in Christ.

The Presbyterian Church (U.S.A.), affirming its historical continuity with the whole Church of Jesus Christ, is committed to the reduction of that obscurity, and is willing to seek and to deepen communion with all other churches within the one holy catholic and apostolic Church.

In seeking the unity of the Church of Jesus Christ (G-5.0101), the General Assembly may authorize and direct that covenants, agreements, and statements of purpose and intent be

developed with other Christian bodies. Such actions, when authorized and approved by the General Assembly, may address, but are not limited to, the mutual recognition of baptism and the orderly exchange of ministers. All councils of this church are encouraged to engage in opportunities to minister together in mutual affirmation and admonition with other Christian bodies.

## **Part 2.**

### **G-2.0505b Transfers of ministers of other denominations**

In addition to these required standards of the Book of Order, this Presbytery shall require any transferred ordained person of another denomination outside those churches in full communion to become ordained and take the vows of ordination of the PC(USA). The persons to be admitted shall also clearly state they have no current desire to seek fellowship in any other denomination at the time of their examination. The whole presbytery will examine and vote on the admission of the transferred minister to the presbytery.

### **G-2.0506 Temporary membership for a period of service**

In addition to the requirement of the Book of Order on these transfers or temporary assignments a candidate for a validated ministry will be required to become familiar with the general polity of the PC(USA) and shall accept the guidance of the Presbytery on all matters that they perform with or for the members of their fellowships who are members of the PCUSA. This will particularly require acceptance of the PC(USA) understanding of the sacrament of Baptism and the administration of the sacrament of Holy Communion. An unwillingness to accept and administer these sacraments according to PC(USA) understanding shall be grounds for refusing a transfer.

The Presbytery has granted its authority to provide temporary membership in this presbytery for validated ministry assignments to the PMT for approval and the reviews as required of the Book of Order. Temporary memberships can be for a specific term of office or if indeterminate shall be renewed annually by a vote of the Pastoral Ministry Team.

### **G-5.0202 Full Communion**

The General Assembly of the Presbyterian Church (U.S.A.) is in full communion with those churches so recognized by the General Assembly. Full communion shall include the mutual recognition of baptism and the orderly exchange of ministers, as defined by ecumenical agreement. Councils of this church are encouraged to engage in opportunities to minister together in mutual affirmation and admonition with churches with which the Presbyterian Church (U.S.A.) is in full communion.

*We are already in communion with and accept transfers to and from:*

*The "Ecumenical Lutheran Church in America" (ELCA)*

*The "Reformed Church in America" (RCA)*

*The "United Church of Christ" (UCC)*

*The "Korean Presbyterian Church in America" (KPCA)*

The Presbytery can accept into its membership any ordained pastor, preacher, teaching elder, ministers of word and sacraments into any Minister of Word and Sacrament position in this Presbytery upon verification of credentials supplied and examination for membership according to the same standards all Minister of Word and Sacrament are examined. If a merger or congregational relationship with one of these denominations churches is involved additional requirements may be established by each church's governing bodies.

### **Part 3.**

For all other trained Pastors this presbytery can and shall require more information on the candidate for Teaching Elder. Such additional criteria may include competing training in PC(USA) Polity, a background check, college transcripts and other credentials that will validate sufficient education and skills needed for the ministry contemplated. In all cases membership in this Presbytery as a teaching elder will conform to G 2.0607.

#### **G-2.0607 Final Assessment and Negotiation for Service**

A candidate may not enter into negotiation for his or her service as a teaching elder without approval of the presbytery of care. The presbytery shall record when it has certified a candidate ready for examination by a presbytery for ordination, pending a call. Evidence of readiness to begin ordered ministry as a teaching elder shall include:

- a. a candidate's wisdom and maturity of faith, leadership skills, compassionate spirit, honest repute, and sound judgment;
- b. a transcript showing graduation, with satisfactory grades, at a regionally accredited college or university;
- c. a transcript from a theological institution accredited by the Association of Theological Schools acceptable to the presbytery, showing a course of study including Hebrew and Greek, exegesis of the Old and New Testaments using Hebrew and Greek, satisfactory grades in all areas of study, and graduation or proximity to graduation; and
- d. examination materials, together with evaluations that declare those materials satisfactory in the areas covered by any standard ordination examination approved by the General Assembly. Such examinations shall be prepared and administered by a body created by the presbyteries.

#### **G-3.0306–G-3.0401**

Every teaching elder shall ordinarily be a member of the presbytery where his or her work is situated or of the presbytery where she or he resides unless approval is received from a Presbytery of origin and gives Yellowstone Presbytery notice of approval for the Minister to serve out of bounds of the jurisdiction of his or her presbytery.

#### G-2.0610 Accommodations to Particular Circumstances

When a presbytery concludes there are good and sufficient reasons for accommodations to the particular circumstances of an individual seeking ordination, it may, by a three-fourths vote, waive any of the requirements for ordination in G-2.06, except for those of G-2.0607d. If a presbytery judges that there are good and sufficient reasons why a candidate should not be required to satisfy the requirements of G-2.0607d, it shall approve by three-fourths vote some alternate means by which to ascertain the readiness of the candidate for ministry in the areas covered by the standard ordination examinations. A full account of the reasons for any waiver or alternate means to ascertain readiness shall be included in the minutes of the presbytery and communicated to the presbytery to which an inquirer or candidate may be transferred.

#### G-2.0701 Ordination

Ordination to the ordered ministry of teaching elder is an act of the whole church carried out by the presbytery, setting apart a person to ordered ministry. Such a person shall have fulfilled the ordination requirements of the presbytery of care and received the call of God to service to a congregation or other work in the mission of the church that is acceptable to the candidate and to the presbytery of call.

#### **Part 4. Revisions and review policy**

This policy will be subject to review at a minimum of every two years and recommendations for changes will be submitted for review by the Pastoral Ministry Team of the Yellowstone Presbytery and subject to adoption by a simple majority vote of the presbytery until such time as it may become permanent policy.

**This proposed policy was approved by the Pastoral Ministry Team on May 10, 2018**

I am grateful for a dedicated group who serve as members of the Pastoral Ministry Team:

RE Charlie Brown

TE JP Carlson

TE Susi Ennis

RE Chris Eriksen

RE Gayle Holland

TE Doug Johnson

TE Dan Krebill

RE Veva Larsen

RE Linda Smith

TE Dave Thompson

Respectfully Submitted,

The Rev. Dave Thompson, Chair



Exhibit C

**Co-General Presbyters Report to Yellowstone Presbytery**

**November 2018**

**God's people are *Loved & Called, Gifted & Equipped & Sent to join in Christ's mission!***

*The gifts that he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ.*

*Ephesians 4:11-13*

**Living as salty disciple-making, disciple sending churches and discovering God's opportunities in the current and growing clergy shortage:** We are likely to see an increase in the shortage of full-time pastors in rural congregations across America and in Yellowstone Presbytery. *Why? ... And, since God's call to equip disciples and to mission do not change, what might God be saying and doing?*

Why? Some reasons include:

- a. Many changes in both churches and the culture in North America and the West.
- b. The baby-boom generation clergy are retiring.
- c. Seminary enrollments and those entering pastoral ministry have been declining.
- d. The rising costs of a full-time pastor in our nation (salary, housing, medical and pension benefits and ministry expenses) mean that a full-time pastor may be increasingly out of reach of a local church.
- e. Generally, clergy are coming from and gravitating to urban and suburban churches over small-town and rural congregations.

**And, since God's call to equip disciples and to mission do not change, what might God be saying?**

**Doing?** Times of change are God's opportunity to wonder, pay attention, ask questions, learn, let go and adapt.

- \*Do our current priorities, practices and ways reflect those of citizens of heaven who model Christ?
- \*Have we neglected God's spiritual gifts, calling and mission to EACH of us (Eph. 4, Mt 28...), over-relying on a pastor?
- \*What can we learn from the practices and life of the early church in Acts and the first centuries?

Here in Yellowstone Presbytery, we have had a record number of congregations seeking pastors in a short period. In 2017 -2018, we have seen eight churches seeking pastors, with six securing some form of pastoral leadership. So far in 2018-2019 we have five congregations currently seeking pastors, for a total of 11 of our 23 Yellowstone congregations involved in pastoral searches. More changes will occur in the next 3 years.

We and the PMT have been asking what God might be saying and exploring a variety of options. The Community Church of Jordan had two Whitworth fellow student pastors and is developing an exciting and unique approach to their search. *While* they continue to seek a pastor, we are helping them train teams of lay people to identify their gifts and callings, make pastoral calls, preach and lead worship, offer spiritual care and leadership to live out Eph. 4:11-13, whether or not they may find a full-time or part-time pastor.

Further, the presbytery is exploring a variety of models for pastoral ministry, which *“equip the saints [disciples of ALL ages] for the work of ministry”* and may include: bi-vocational pastors; churches sharing a pastor; or regional pastors who preach occasionally, moderate session, perform complicated pastoral care, while encouraging and training the gifted lay leaders in the congregation to be God’s leaders in the church, day-to-day; or churches which may be completely lay-run with Commissioned Ruling Elders. Clearly, in rural America God’s Spirit is at work, stirring and moving in new ways, may we listen to and follow the Spirit’s leading us into God’s future together.

So we ask you to be open to what the Holy Spirit seems to be doing among us. Please dream with us and offer your ideas, so that together we may grow more like Christ, joining the Spirit in ‘turning the world upside down’ as Christ’s present and future Church.

**The following report is framed on the 2018 Leadership Cabinet Goals:**

**6. Encourage and emphasize discipleship among the people of Yellowstone Presbytery.**

**Camping and Youth** held a highly successful camping summer ministry season. Highlights: About 40 campers; a very mature counseling staff, including 4 Whitworth Fellows; the program direction Kara Kochner Todd; the craft hall again directed by Elder Cynthia Kessler; George and Katie Emery (Terry) and husband Will Johnson (ELCA pastor in Glendive) providing the spiritual input; Curt Kochner serving as overall director. **A Camp Staff Reunion as held at the Goodriches, Sept 29.**

**\* Rep/Nom reports 3 new, young nominees accepted terms on the Camping/youth Ministry Team.**

**\* Winter Ski Retreat will be February 22-24, 2019 at the invitation of the Butte Church.**

**\* Curt Kochner chairs the Camping /youth Ministry Team.** (See his report) He and their family are deeply grateful for the kindness and prayers during his bout with pneumonia.

**\* Camp rentals by outside groups was up this summer.**

**Equipping in Partnership with other presbyteries or groups –**

**Communication training workshop for congregations by PCUSA Communications staff** offered in partnership with Glacier in Helena Sept 27, thanks to a generous grant from our Synod. Valuable education, examples, steps & processes, and resources for pastors church leaders to share God’s Good News and the Spirit at work in and through our disciple communities, important in this visual media age. Some of the workshop was recorded & we received valuable handouts. \_\_\_\_\_

**Rev. Ameer Isaak, pastor in Tyre, Lebanon,** spoke 10/8 in YP, hosted by St. Andrew Presbyterian. Thank you. We are grateful and blessed to have had this opportunity thanks to

Wyoming Presbytery and their formal partnership. Read Mike Ferguson's article about the courageous, compassionate faith and tangible ministry of this tiny church in the midst of the enormous refugee crisis. Wyoming Presbytery plans to post some video clips Thank you to the hospitality and work of Rev. Susan Barnes and St. Andrew. Thank you to Susi standing in for Kathy at the last minute.

**The PMT offered two superb and timely Boundary Training seminars** in September by Mark Bassingthwaight, Esq., required for all CRE's and pastors every three years. It is important to offer training in this area to leaders and all who work with youth in your church. Kudos to Dave Thompson and thanks to First, Billings and First, Bozeman for hosting these important events.

**Preaching/Teaching, Spiritual Formation Cohort, 2018-19:** In partnership with Whitworth's Office of Church Engagement, and under the leadership of Susi Ennis, Jack Bell and Debbie Funke, the presbytery is offering monthly meetings for Growth in preaching/teaching the Bible and spiritual formation. The cohort met for the first time on Sept 14, at FPC-Billings. Seven pastors and one lay leader attended. ***The next preaching cohort meeting is scheduled for Thursday, November 1, the evening before presbytery, at the Bozeman Comfort Inn's Board Room, starting with 6 p.m. dinner. Please RSVP to: [pastor.susi.ennis@gmail.com](mailto:pastor.susi.ennis@gmail.com).*** Pastors, CRE's, any interested in developing in these areas are welcome.

**George has begun to offer monthly lay pastoral leadership training for interested leaders in the Jordan congregation.** He preaches once a month in this unsettled season for that church and has led a workshop he and Kathy wrote on how to make a pastoral visit and in October taught the first of several workshops on preaching. Homework required. Links to Whitworth lay Institute offered. This could be presented in other churches in the future.

**The Whitworth Fellows, 2018.** This was the fourth summer in which the presbytery has hosted and greatly benefitted by the ministry of Whitworth Fellows. Two Fellows, Joel Schroeder (second year) and David Hendricks, who are exploring God's call to pastoral ministry, were placed as student pastors in the Jordan Church. Joel, who graduated this past May, remains for the next three months in Jordan to student pastor. George will travel to Jordan once a month for supervision. Kathy, via phone and when he is in Bozeman.

- The Other Two Fellows, Luke Ekstrom (second year) and Daniel Roberts, traveled extensively through the presbytery, providing input and observations to the LC in June, helping churches explore how to better attract and serve young people, helping run VBS's, building relationships and discipling, preaching, as counselors at Camp, learning about the Presbyterian ministry and processes and all 4 attended Garrett's ordination/installation.
- A small amount is included in the 2019 budget hoping for 4 fellows in 2019.

**St Timothy's Chapel** on Georgetown Lake reports another successful summer season. The Board met on Saturday, September 8. George can forward to you the summer-end report of Board Moderator Ron Hanson to those interested.

7. **Support the spiritual nurture of pastors and leaders across the presbytery.** (See above also)
- a. **1-1 pastoral interactions, conversations, prayer... with pastors/leaders** in a wide range of circumstances/challenges have been numerous.  
**2 pastoral recently announced changes.** We have been in conversation with them – **Katie Emery, Terry & Fallon**, is moving to Denver as an associate pastor at an ELCA church in Longmont, CO. A PCUSA pastor is next in their rotation.  
- **Susan Barnes, St. Andrew, is moving to Louisville** as her husband, Mike Ferguson, has just accepted the position as Editor of the PCUSA New Service.
  - b. **Equipping, supporting the PMT and its role here** continues to be very active. We have 5 churches with no pastor.
  - c. **Clusters began for the fall.** George attended the Miles City Cluster which is seeing some rejuvenation with the addition of Garrett Mostowski and his wife, Sarah Logemann, (approved Oct 2 to seek a call); the Butte Cluster will welcome Daniel Triller (new pastor in Dillon) and Debby Schmidt (new UMC pastor in Philipsburg) when it meets in Oct. Kathy attended an uplifting White Sulphur /Harlowton Cluster retreat Oct. 5. Wenda Fry (ELCA in White Sulphur) invited to join that cluster.  
**The Butte Cluster has, for some years offered a hymn/worship song sing** in September, held this year on Sunday, Sept 23 at the Melrose Church.
  - d. **Lay Leader training:** George now offers a monthly training session on Sunday for the Jordan church. First topic: equipping for lay pastoral care. Additional training events will feature prepared on-line courses in lay training from Whitworth. We both offered this training in the Lewistown Church in October 2017, and now they have a very active lay visitation ministry. George also presented the material in Colstrip in July.
  - e. **Spiritual Direction/Companioning for pastors and lay leaders.** God seems to be opening a ministry of spiritual direction through George now. He is now companioning four to six pastors, who have started/asked to explore spiritual direction with him. Ask him about this, and your input is appreciated.
8. **Foster community in the presbytery.**
- a. **See Cluster developments above.**
  - b. **Updating clusters, leaders, whole presbytery and Susan Thomas for Currents.**
  - c. **Please welcome New pastors Garrett Mostowski (Miles City, installed on August 11) with his wife, the newly approved candidate “ready to receive a call,” Sarah Logemann. AND In Dillon, Daniel Triller, with wife Callie, expecting a child! Daniel’s installation as pastor was was an wonderful celebration Sunday, October 14.**
    - i. **To offer welcome: [garrett.mostowski@gmail.com](mailto:garrett.mostowski@gmail.com)**
    - ii. **[djtriller@gmail.com](mailto:djtriller@gmail.com)**
  - d. **Presbytery Meetings** The resourcing, worship and life together we are experiencing as a presbytery are being favorably received. Kudos to the planning teams this year and note our debrief at our June LC meeting. A wide range of pastors, long-time elder commissioners, and ones there for their first or second time said how they were helped, challenged, equipped,

better connected from the May meeting. That's the goal. Presbytery meetings: Resource-full, relevant, vision-giving, nurturing and equipping, collegial, inspirational, connecting with God and others.

9. **Support Presbytery staff by establishing and strengthening the Personnel sub-group.**

- a. **The Personnel Sub-Group had a** productive first meeting. – we, and all the staff, are very grateful for this provision of the LC and this sub group. We provided them with documents and a brief history as there has not been a Personnel group for 5 years. They have been meeting to talk with all professional staff first.

10. **Examine staffing patterns and budget in light of the changes in synod support and determine if adjustments are needed.** *At the June Leadership Cabinet meeting we began to look at what our funding options and budget options look like and begin to formulate a plan for 2019.*

- a. **This is only partly underway** with so many on the LC and staff having very full lives and with unexpected health & family emergencies, camp, new pastors entering and also, perhaps because the presbytery financial condition continues to surprise. God provides - who'd have think it? Oh us of little faith!
- b. **The Administrative Fund, monies raised by George and Kathy towards their salary, benefits and expenses is low for this time of year as our time has needed to go to so many needs and transitions. We have also sought to keep expenditures and expenses lower.** As of October 24, we have received \$10,904 towards a budget of \$35,000. We received an encouraging inquiry from a substantial donor. Please ask if your congregation can be supportive from its mission budget, when the appeal circulates in November. And please pray for this effort and the time needed for it.

11. **Other Matters:**

- a. **Insurance:** The supplemental insurance suggested by our agent to be up to date and requested by the LC has been obtained. George, aided by Debbie Blackburn, submitted all the forms. The requests were approved and the additional, pro-rated premium for 2018 has been paid. The total annual insurance premium (camp, staff,...) will be \$10,059.
- b. **Budget, 2019.** George worked with Budget point-person Dan Holland. Dan and the LC worked on the proposed budget factoring in no income from Synod and a few less members in some churches.
- c. **Pastoral Ministry Team (PMT):** We continue to heavily resource this ministry and are excited for the new pastors and spouses God is bringing into presbytery churches! A year ago we all were anxious about seven congregations searching at once for pastors. Of those seven five now have called or interim pastors. Currently: Those churches actively seeking pastors: Jordan, and Hysham will be combining with Colstrip to search for a new pastor. And, we are saying good byes as well, as Steve Weber has just completed a fruitful, healing interim in Dillon and Susan Barnes and Katie Emery they will be leaving the St Andrew and Terry churches, respectively, in November.

- d. **Board of Trustees, Rocky Mountain College.** George has been the Representative from the Synod and Presbytery for about nine years.
- e. **Synod of the Rocky Mountains:** Kathy continues, with Jim Tarr, as a Synod commissioner from the presbytery. Kathy is chairing their Personnel Committee for a second year. The Synod met September 23-25 in Denver. See report. Kathy & George meet with the Executive Presbyters' Staff Forum of the Synod 2-3 times a year, next, November 11 -13 in Denver.
- f. **Partner Presbytery with Whitworth University's Office of Church Engagement continues to provide Fellows and quality, regionally relevant, opportunities at reduced prices to our pastors, leaders, congregation and presbytery via video, and in person.**  
Both of us continue to help with the planning and leadership of the Whitworth Institute for Ministry in June in Spokane. George was one of the presenters this year on the topic of *"Seasons of the soul and life in ministry, how pastors and leaders may help in the spiritual growth and formation of people in the church and what that looks like over the many seasons of life before heaven."*

**NOTE NEW 2019 dates: June 24 – 28 [www.whitworth.edu/wim/](http://www.whitworth.edu/wim/)**

**Personal** – We are deeply grateful for ongoing brain healing for George's brother, Tom, and that our mothers are doing pretty well right now. We are grateful for them and their wisdom, prayers and steadfast faith in Christ in this season. Regular visits to see them are important.

**Our Holy Land Trip** - Hardly a week goes by where we are not enriched and integrating insights, growth, and material from our amazing trip to the Holy Land. We would like to continue to explore ways this can enrich and equip you all across our presbytery and its congregations. What would you like to hear about, explore or see pictures of to enrich and equip you as disciples.

## Exhibit D

### **Yellowstone Presbytery**

### **Child and Youth Protection Policy (CP)**

### **Based on Safe Church Guidelines and PCUSA Child Protection Policy**

**Adopted: November 3, 2018**

#### **CP01. General Purpose Statement**

Yellowstone 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 Yellowstone Presbytery from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers from false accusations.

#### ***Policy Rationale***

*Children and youth are a gift from God and the Church has a divine mandate to provide for their safety and nurturing. In Matthew 19:14, Jesus says, "Let the little children come to me." The Church is called to be, at all levels and in all entities, a place of safety and nurture reflective of the arms of Christ. It is the call of the Church to be a life-giving entity of Christ's healing and hope for community and individuals. The Church, as the body of Christ, is to be the presence of Christ's love, in the same way taking up all children and youth into its arms and blessing them, providing for them a safe, thriving, and nurturing environment in which to grow in every way.*

*The Book of Order states, "The congregation as a whole, on behalf of the Church universal, assumes responsibility for nurturing the baptized person in the Christian life," and Presbyterians believe this baptismal commitment to be a serious one, understanding it to apply to all in the church's care, including children and youth. (Book of Order W-2.3013).*

#### **CP02. 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 Sunday school program, summer camp, youth retreat, Vacation Bible School, church nursery, church youth group and/or in overnight activities involving minors, in counseling of minors, or in one-on-one mentoring of minors.

#### **CP03. 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:

##### **CP03.1 Six Month Rule**

No person will be considered for any volunteer position involving contact with minors until she/he has been involved with a Yellowstone Presbytery Church 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. Exception: the applicant can provide documentation that they have been vetted by an internship program or previous children and youth ministry/ services setting.

#### **CP03.02 Written Application**

All persons seeking to work with children must complete and sign a written application. The application will request basic information from the applicant and will inquire into previous experience with children, previous affiliation a Yellowstone Presbytery congregation, 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 supervising church or other Yellowstone Presbytery entity to include Westminster Spires Camp.

#### **CP03.03 Personal Interview**

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

#### **CP03.04 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 too 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 supervising church or at the Yellowstone Presbytery office in the case of Westminster Spires Camp.

#### **CP03.05 Criminal Background Check**

- a. A national criminal background check is required for all employees (regardless of position) and volunteers".
- b. Before a background check is run, prospective workers will be asked to sign an authorization form allowing the church or Yellowstone Presbytery to run the check.

#### **CP03.06 Disqualification**

- a. A disqualifying offense that will keep an individual from working with children will be determined by the local church pastor or designee or camp director 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.
- b. The background check authorization form and results will be maintained in confidence on file at the supervising church or Yellowstone Presbytery office.

### **CP 04. RESPONDING TO ALLEGATIONS OF CHILD ABUSE**

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 the supervising church or camp becomes aware of suspected abuse or neglect of a child under his/her care, this should be reported immediately to the head pastor in the case of church activities, and the Presbyter of Yellowstone Presbytery 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:

CP04.01 **Physical abuse** – any physical injury to a child that is not accidental, such as beating, shaking, burns, and biting.

CP04.02 **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.

CP04.03 **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.

CP04.04 **Neglect** – depriving a child of his or her essential needs, such as adequate food, water, shelter, and medical care.

CP04.05 **Spires Camp**--in the case of Westminster Spires or Presbytery wide events for further action, including reporting to authorities as may be mandated by state law. (See CP 05.)

## CP 05. REPORTING

If there is suspicion that any incident of child abuse has taken place, an Incident Report should be completed and forwarded to the supervising adult of the activity or event. Incident Report forms are available on the presbytery website.

All Incident Reports are to be given to the Head Pastor of the church sponsoring the activity or events or the supervising adult of the activity if it is a Yellowstone Presbytery sponsored event such as a youth retreat or summer camp activity.

The supervising adult of the activity or event will consult with the head pastor of the church or the Yellowstone Presbytery presbyter and one other adult related to the activity or event to address the following: The pastor / General Presbyter and one adult involved in the activity form the response team.

CP 05.01 Immediately provide for the safety of the alleged victim(s) involved.

CP 05.02 If the report alleges abuse or harassment of a minor, the response team will:

- a. immediately ensure the allegation is reported to the civil authorities under state law;
- b. immediately notify the parents or guardian of the minor;
- c. notify the insurance company of the allegation and that no investigation has yet occurred.

CP 05.03 Make immediate decisions concerning the temporary removal of the individual accused from

any contact with children or youth pending an investigation and/or removal of the accused from the event until a resolution of the allegations has occurred.

CP 05.04 Provide victims and their families immediate resources that may aid in the particular spiritual, psychological, or emotional needs and trauma that arise from the devastation of abuse.

CP 05.05 If the report is against a teaching elder, the response team shall send a written statement of allegation to the stated clerk Yellowstone Presbytery. This written statement of allegation shall trigger the formation of an investigating committee under the Rules of Discipline of the Book of Order: The Constitution of the Presbyterian Church (U.S.A.) Part II.

CP 05.06 If the report is against a ruling elder, the response team will notify the session of membership that an allegation of offense has been received against an elder that triggers the formation of an investigating committee under the Rules of Discipline of the Book of Order: The Constitution of the Presbyterian Church (U.S.A.), Part II.

CP 05.07 If the report is against an employee of Yellowstone Presbytery the response team will notify the person(s) or committee responsible for supervision of the employee. The response team will request a follow-up report from the supervisory body of the outcome of any subsequent investigation or discipline.

CP 05.08 If the report is against an employee of sponsoring council or entity other than Yellowstone Presbytery, the response team will notify the person(s) or committee responsible for supervision of the employee. The response team will request a follow-up report from the supervisory body of the outcome of any subsequent investigation or discipline.

CP 05.09 If the report is against a volunteer, or nonmember of Yellowstone Presbytery, the response team will request that Yellowstone Presbytery appoint an investigating committee of three persons to initiate an investigation of the allegations in order to:

- a. gather any statements of abuse from those making the report, including any information from the Response Team, and any party to the abuse;
- b. gather any information from the person who was accused of abuse;
- c. make written determinations and take actions appropriate to resolve the matter including, but not limited to, making recommendations for prevention as well as response.

CP 05.10 Provide pastoral counseling for the principal parties involved (accuser(s), possible victim(s), accused, family members).

CP 05.11 A written summary of any proceedings in such cases will be maintained by the local church session, reported and a file maintained by to the stated clerk of Yellowstone Presbytery.

CP 05.12 Any person bringing a report of abuse or assisting in investigating will not be adversely affected

in terms and conditions of employment, church membership or affiliation, or otherwise discriminated against or discharged.

## CP 06. EVENT RULES

CP 06.01 **Two-adult rule:** Whenever possible two non-related adults should always be present in groups of children and youth. 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 and activities. 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.

CP 06.02 **Ratios:** The adult to child ratio for all child-related events/activities is 2:10. The adult to youth ratio for all youth-related events/activities is 2:17. When possible one adult of each gender when there are one or more minors of each gender in a group. In some situations, it is understood that the ratios and gender diversity may be compromised.

CP 06.03 **View Windows and Open Doors:** When minors and adult workers or volunteers are in a room, if the door is closed, the door must have a view window installed. If no view window is installed in the door, the door must remain open while the room is occupied.

CP 06.04 **Adult workers/caregivers** should respect the privacy of the children to whom they provide care.

Responsible use of digital devices and cell phones is required in all situations (ex. Taking age appropriate photographs and movies, not taking photographs of minors who are not fully clothed.

Adults and minors are required at all times to wear appropriate attire.

CP 06.05 **Age appropriate training** to children and youth should be provided regarding behavior that should be reported to caregiver or leader of the event.

CP 06.06 **Transportation:** All adult drivers at child/youth events must have proper licensure and insurance on file with the organizing council. No minor under eighty-five pounds may sit in the front seat of any vehicle. All drivers transporting minors and vulnerable adults must be over the age of twenty-five and must be informed that if their vehicle is used, their insurance would be primary if an accident occurs. If a charter bus is rented, or any outside carrier is contracted, the company hired must ensure criminal background checks on their drivers. Each vehicle must follow the ratio rules noted in point 2 in this section. Lastly, no minor may be a driver at any event or activity (this includes golf carts at events).

CP 06.07 **Forms:** The legal guardians of each minor must provide the appropriate health and food allergy information and medical insurance information for each activity/event. The

information form should include all contacts for parents and/or legal guardians. Further consent forms must be signed by legal guardians for any off campus events. Any photos at the event that are used in social media or published material by the organizing council must be released by a signed consent form from a participant's legal guardian as well as the minor. All such forms must be stored at the event site, in a secure place with restricted access.

CP 06.08 **Each event/activity** must ensure that rules are gone over with participants at each event/activity. These rules shall include but are not limited to a code of conduct specific to the event/activity, as well as a list prohibited and expected behaviors for the specific event/activity. The code of conduct and prohibited and expected behaviors list should be given in written form to each participant and legal guardians, as well as discussed thoroughly at the beginning of the event/activity.

CP 06.09 **All volunteers and employees** at any Yellowstone Presbytery sponsored events must also abide by a code of conduct that emphasizes the following prohibited behaviors. Some of these prohibited behaviors include but are not restricted to:

- a. Display of sexual affection toward a child.
- b. Use of profanity or off-color jokes.
- c. Discussion of sexual encounters with or around children or in any way involving children in personal problems or issues.
- d. Dating or becoming "romantically" involved with children (under the age of eighteen).
- e. Using or being under the influence of alcohol or illegal drugs in the presence of children.
- f. Possessing sexually oriented materials—including printed or online pornography—on church property or property being utilized for a church event.
- g. Having secrets with youth/children.
- h. Staring at or commenting on children's bodies.
- i. Engaging in inappropriate or unapproved electronic communication with children.
- j. Working one-on-one with children in a private setting.
- k. Abusing youth/children in anyway, including (but not limited to) the following:
  - Physical abuse: hit, spank, shake, slap, unnecessarily restraint.
  - Verbal abuse: degrade, threaten, or curse.
  - Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations.
  - Mental abuse: shame, humiliate, act cruelly.
  - Neglect: withhold food, water, shelter.
  - Permit children or youth to engage in the following: hazing, bullying, derogatory name calling, ridicule, humiliation, or sexual activity.

### **CP 07. Teenage Workers**

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

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

### **CP 08. Check-in/Check-out Procedure**

For Large Churches: 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," the supervising adult (VBS director, Sunday school teach, camp director, etc.) will be contacted. For all churches: the supervising adult will be responsible for releasing the child to the care of a parent or guardian as appropriate to the surrounding circumstance.

### **CP 09. Sick Child Policy**

It is our desire to provide a healthy and safe environment for all of the children participating in all Yellowstone Presbytery church sponsored events. 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:

- a. Fever, diarrhea, or vomiting within the last 48 hours.
- b. Green or yellow runny nose and/or productive cough with same.
- c. Eye infection, especially pink eye as it is very contagious, or skin infections or rash
- d. 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.

### **CP 10. Medications Policy**

It is the policy of Yellowstone Presbytery to not 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. In the case of young people attending camp or overnight youth retreat events, a supervising adult may be provided written guidelines and approval for securing and administering medications.

### **CP 11. Discipline Policy**

It is the policy of Yellowstone Presbytery and member churches to not to administer corporal punishment. There should be no spanking, grabbing, hitting, or other physical discipline of children. Workers should consult with the supervising adult of the activity or event if assistance is needed with disciplinary issues.

### **CP 12. 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 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 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.

### **CP 13. Accidental Injuries to Children**

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

- a. For minor injuries, scrapes, and bruises, workers will provide First Aid (Band-Aids, etc.) as appropriate and will notify the child's parent or guardian of the injury at the time the child is picked up from our care.
- b. For injuries requiring medical treatment beyond simple First Aid, the parent and/or guardian will immediately be notified in addition to the worker's supervisor. If warranted by circumstances, an ambulance will be called.
- c. 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.

### **CP 14. Social Media—Electronic Communications**

*e.*

**CP 14.01 General Social Media Policy**—No minister, employee, contractor, or volunteer of *Yellowstone Presbytery* and its entities shall create or use a media site (Web, Facebook, YouTube, or similar) in the name of or purporting to represent *Yellowstone Presbytery* without the explicit written permission of *Yellowstone Presbytery*, or event leadership. When clergy or staff, acting in their capacity as a representative of *Yellowstone Presbytery* or its entities, lead or coordinate a group activity using social media, each may use only official *Yellowstone Presbytery* entity sites/channels when they have been made available by the entity of *Yellowstone Presbytery*. These may include Web pages, Facebook, e-mail, and similar means.

### **CP 14.02 Social Networking Code of Conduct**

Each person who leads using the resources of social media shall apply this Social Networking Code of Conduct:

- a. Prohibits comments that are, or could be construed by any observer, to be harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
- b. *Prohibits use of profanity or off-color jokes.*
- c. *Prohibit conversations that could be construed as flirtatious or romantic.*
- d. Prohibits sexually oriented conversations or discussions about sexual activities.

- e. Prohibits inappropriate private messages between employees and volunteers and children or youth.
- f. Prohibits posting inappropriate pictures (for example, sexually suggestive, exploitive, or voyeuristic) or inappropriate comments on pictures.
- g. Provides children, youth, and their parents with this Social Networking Code of Conduct.
- h. Encourages parents to play a role in monitoring their children's and youth interactions with employees and volunteers.
- i. Continuously reminds children and youth how to interact appropriately through social networking sites.
- j. Denies participation by individuals who repeatedly violate the code of conduct.
- k. At the institution of the use of social media, the authorized minister shall present this Social Networking Code of Conduct to children or youth and parents/guardians.

**CP 15. Training**

The sponsoring church or Yellowstone Presbytery sponsored event director 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.

**CP 16. Supporting Documents:**

Yellowstone Presbytery Application for Staff Working with Youth

Yellowstone Presbytery Incident Report (To report injury or possible abuse incident)

Yellowstone Presbytery Authorization for Request for Criminal Records Check

Westminster Spires Camp Staff Application (Separate document)

**CP 17. Amended:**

November 3, 2018

Exhibit E

**Presbytery of Yellowstone-Program**

<b>Account</b>	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>ID</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
<b>Account Name</b>					
4.01.1210	21,500	19,705	92%	28,000	
4.01.1250					
4.01.1420	11,500	9,345	81%	10,000	
4.01.1430	3,000	0	0%	2,500	
4.01.1440	4,000	6,450	161%	10,000	
	4,000	3,174	79%	1,000	
4.01.1810	0	0	#DIV/0!	0	
	16,592	0	0%	9,472	
4.01.1500	0	0	#DIV/0!	0	
<b>Total Budgeted Income</b>	<b>60,592</b>	<b>38,674</b>	<b>64%</b>	<b>60,972</b>	

  

	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Camping &amp; Youth</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
Copies & postage	100	449	449%	100	
Facilities Maintenance	0	0	#DIV/0!	0	
Insurance	6,292	5,700	91%	7,292	
Publicity	200	423	212%	200	
Camp caretaker	4,000	3,000	75%	4,000	
Camp staff	12,000	12,207	102%	13,000	
Food	3,500	3,114	89%	3,500	
Miscellaneous	200	760	380%	200	
Rental equip/rafting	1,000	920	92%	1,000	
Supplies	500	1,013	203%	500	
Swimming	150	124	83%	150	
Transportation/Bus	350	872	249%	900	
Utilities-Westminster					
Spires	2,750	3,087	112%	2,750	
PCCCA membership	0	0	#DIV/0!	0	
Triennium	1,500	0	0%	1,500	
Camping travel	400	502	126%	500	
Events misc.	4,000	80	2%	4,000	



Total Camping & Youth	36,942	32,251	87%	39,592
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	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>PMT</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
PMT training	1,000	172	17%	1,000	
Vocations other	1,700	0	0%	1,700	
Emergency counseling	1,000	0	0%	1,000	
Congregation ministry misc.	1,000	0	0%	1,000	
<b>Total PMT</b>	<b>4,700</b>	<b>172</b>	<b>4%</b>	<b>4,700</b>	

	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Leadership Cabinet</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
Western Leadership misc.	0	0	#DIV/0!	0	
Whitworth Fellows	2,500	2,500		0	E&E Fund
Intermountain Children	1,000	0		1,000	
<b>Total LC</b>	<b>3,500</b>	<b>2,500</b>	<b>71%</b>	<b>1,000</b>	

	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>MT Ass. of Churchs</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
MAC membership	3,500	0	0%	3,500	
MAC representation	300	0	0%	300	
<b>Total MAC</b>	<b>3,800</b>	<b>0</b>	<b>0%</b>	<b>3,800</b>	

	<b>2,018</b>	<b>Actual Through</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Presbytery</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	
Convocation	0	0	#DIV/0!	0	
Program misc.	3,000	0	0%	3,000	
Cluster meetings	1,000	0	0%	1,000	
Allocated GP salary	7,650	5,625	74%	7,880	
<b>Total Presbytery</b>	<b>11,650</b>	<b>5,625</b>	<b>48%</b>	<b>11,880</b>	
<b>Total Expenses</b>	<b>60,592</b>	<b>40,548</b>	<b>67%</b>	<b>60,972</b>	
<b>Net</b>	<b>0</b>	<b>-1,874</b>		<b>0</b>	<b>0</b>

**Presbytery of Yellowstone-Administrative**

<b>Account</b>		<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>ID</b>	<b>Account Name</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
			<b>9/30/18</b>			
4.01.1000	Per Capita Presby	62,231	64,649	104%	60,617	
4.01.1010	Per Capita Synod	5,342	5,525	103%	5,106	
4.01.1020	Per Capita GA	11,799	12,286	104%	13,057	
4.01.1025	Prior Year Per Capita		0			
4.01.1821	Block Grant	10,000	19,515	195%	0	
	Transfer-Springhill fund	3,000				
	Transfer-W. Yellow.	30,000	0		40,000	
	Transfer-Gen. Admin fund	8,000	0			
	Transfer-Rest. Admin fund	5,563	0		14,930	
	Grants					
4.01.1900	Administrative Support	35,000	8,404	24%	35,000	
	<b>Total Budgeted Income</b>	170,935	110,379	65%	168,710	

		<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
	<b>PMT</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
			<b>9/30/18</b>			
	Meetings Exp	6,000	2,750	46%	4,000	
	Discern Team/Other	1,500	0	0%	1,500	
	<b>Total PMT</b>	7,500	2,750	37%	5,500	

		<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
	<b>Comm. On Nominations</b>	<b>Budget</b>	<b>9/30/18</b>	<b>Budget</b>	<b>Prelim.</b>	

Nomination meetings	150	0	0%	150
Nomination other	50	0	0%	50
Total Nominations	200	0	0%	200

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>St. Timothy's</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
St. Tim's meetings	250	24	10%	250	
St. Tim's other	50	43	86%	50	
Total St. Timothy's	300	67	22%	300	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Delegates to other</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
<b>bodies</b>		<b>9/30/18</b>			
Delegates meetings	600	0	0%	300	
Delegates other	50	0	0%	50	
Total Delegates	650	0	0%	350	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Payroll Taxes</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Medicare/Soc. Sec.	3,600	2,695	75%	3,800	
W/C Insurance	375	0	0%	375	
Unemployment	150	27	18%	150	
Total Payroll Taxes	4,125	2,722	66%	4,325	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Per Capita</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Per Capita GA	13,110	13,110	100%	14,508	
Per Capita Synod	5,936	5,936	100%	5,674	
Total Per Capita	19,046	19,046	100%	20,182	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Admin Mgr.</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Admin Mgr. Salary	25,081	18,811	75%	25,833	3% for all staff

Admin Mgr travel	120	0	0%	120
Admin Mgr benefits	2,000	2,000	100%	2,000
Total Admin Mgr	27,201	20,811	77%	27,953

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>General Presbyter</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Housing	20,000	15,000	75%	20,000	
GP Lodging	500	111	22%	500	
GP meals	1,350	1,260	93%	1,350	
GP miscellaneous	700	0	0%	700	
Misc.-Kathy	2,000	684	34%	2,000	
GP Pension	19,217	11,891	62%	15,922	
Salary exp	9,500	7,237	76%	10,385	
Study leave	700	0	0%	700	
GP telephone/Conf calls	1,500	705	47%	1,500	
GP travel	7,500	2,732	36%	7,500	
Total General Presbyter	62,967	39,620	63%	60,557	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Stated Clerk</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Stated Clerk meals	50	0	0%	50	
Stated Clerk misc.	500	505	101%	500	
Pension exp.	3,846	2,137	56%	3,846	
Stated Clerk salary	12,370	9,677	78%	12,741	
Stated Clerk travel	0	0	#DIV/0!	0	
Total Stated Clerk	16,766	12,319	73%	17,137	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Treasurer</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Treasurer Salary	7,520	5,640	75%	7,746	
Total Treasurer	7,520	5,640	75%	7,746	

**Subtotal Personnel** 118,579 81,112 68% 117,718

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Leadership Cabinet</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
LC meetings	2,500	2,659	106%	2,500	

LC other	500	232	46%	500
Legal	1,000	0	0%	1,000
Task Force meetings	500	0	0%	500
<b>Total LC</b>	<b>4,500</b>	<b>2,891</b>	<b>64%</b>	<b>4,500</b>

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Presbytery</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Presbytery meetings	7,600	4,898	64%	7,600	
Presbytery other	700	157	22%	700	
<b>Total Presbytery</b>	<b>8,300</b>	<b>5,055</b>	<b>61%</b>	<b>8,300</b>	

	<b>2,018</b>	<b>Actual</b>	<b>% of</b>	<b>2019</b>	<b>Notes</b>
<b>Presbytery Office</b>	<b>Budget</b>	<b>Through</b>	<b>Budget</b>	<b>Prelim.</b>	
		<b>9/30/18</b>			
Copies & postage	1,200	220	18%	800	
Equipment	200	0	0%	200	
Insurance	1,500	1,426	95%	3,000	
Miscellaneous	460	-539	-117%	460	
Rent	4,200	3,105	74%	4,200	
Supplies	1,800	1,022	57%	1,500	
Telephone & Conf calls	2,500	2,375	95%	1,500	
<b>Total Presby Office</b>	<b>11,860</b>	<b>7,609</b>	<b>64%</b>	<b>11,660</b>	

<b>Total Expenses</b>	<b>170,935</b>	<b>118,530</b>	<b>69%</b>	<b>168,710</b>
<b>Net</b>	<b>0</b>	<b>-8,151</b>		<b>0</b>

Exhibit F

**REPRESENTATION/NOMINATION TEAM REPORT TO YELLOWSTONE PRESBYTERY  
NOVEMBER 2018**

The Representation/Nomination Team worked faithfully and prayerfully to fulfill the work entrusted to us as we sought people who were qualified and felt called to serve on Yellowstone Presbytery teams for the terms. Team members did an outstanding job in seeking qualified people to say “yes” to God’s call for service. I am very grateful for team members Jody McDevitt, Robert Culbertson, Teresa Kendall and George Goodrich, our faithful staff person, for the good job they have done. With the recent announcements from Susan Barnes and Katie Emery concerning their departure from the Presbytery, the Team will have two positions on the Camping and Youth Ministry Team to fill. We will continue our work into the coming year and plan to have nominations for those positions available at or before the next stated Presbytery meeting.

You will see a fairly good, though not perfect, balance of TE/RE, male/female, cultural background, and geographic representation. The largest discrepancy is in the male/female balance on the Camping and Youth Ministry Team which will have two males and six females serving if those nominated are elected. The highest priority was given to finding and nominating the right persons to the available positions. We on the Team thank everyone who considered serving, whether you felt the time was right for you to accept a particular position or not.

Respectfully submitted,  
Caroline Fleming, Team Moderator

***ACTION ITEMS:***

***1. The Representation/Nomination Team recommends the Yellowstone Presbytery Standing Rules be set aside to allow the following:***

***a. 10 people to serve on the Leadership Cabinet and***

***b. Teresa Kendall to serve as Moderator of Leadership Cabinet for a one-year term.***

***2. Working together and led by God’s Spirit, the Representation/Nomination Team commends to Yellowstone Presbytery the following slate of officers, moderators and team members for your election. Those listed in bold and underlined are the nominees. Other team members are listed so you can see the representation balance on each team.***

**Moderator of Presbytery: TE - Susan Ennis**  
**Vice Moderator of Presbytery: RE - Russ Kline**

Rep/Nom Report to Presbytery November 2018