

## **Stated Clerk Report for the Presbytery Meeting February 11-12**

### **Procedural Motion**

The Stated Clerk moves the following Procedural Motion:

1. That the roll for this meeting be established in two ways:
  - a. By email to [caroline@yellowstonepcusa.org](mailto:caroline@yellowstonepcusa.org) if you are attending via Zoom
  - b. By registration form provided at the meeting if you are attending in person.
2. Call in or Zoom attendees shall indicate in their email if they are a Member, Minister of Word and Sacrament, Elder Commissioner, Other Member with vote according to the presbytery standing rules, or guest.
3. That all requests for excused absences received by the Stated Clerk be approved.
4. That any Corresponding members present on the call phone be seated.
5. 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.
6. That the Moderator and the Stated Clerk be empowered to suggest and adjust the agenda during the meeting, as may be necessary, to provide for efficiency in reporting, and
7. 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 in .DOC or .EXL format only.

**We will be meeting both in person and via Zoom.**

**Any who wish to travel to Billings are welcome to do so. We will meet in person at Billings First Presbyterian Church, 2420 13<sup>th</sup> Street West. Please bring your laptop or iPad or tablet with you. The Clerk will have registration forms available for those who attend in person. You can also find registration forms in the presbytery website at [yellowstonepcusa.org](http://yellowstonepcusa.org) if you wish to fill in your registration form before you arrive.**

**If you plan to attend the meeting via Zoom, you are welcome to do so. PLEASE be sure you register your attendance with an email sent to [caroline@yellowstonepcusa.org](mailto:caroline@yellowstonepcusa.org) By now most of you are familiar with how to participate in a Zoom meeting. As a reminder and for those new to a Zoom meeting, the Stated Clerk offers the following information from Leadership cabinet:**

To join the meeting you will need the following:

- A computer (ideal) with a microphone and camera/video capacity. (An iPad, tablet or smartphone can also work.)

- Internet access. Wi-Fi will work but wired is best for good quality.
- The Zoom application for your computer, phone or laptop. You can access the Zoom app on either Google Play or the Apple Store. You will look for a blue square with rounded corners that displays a white camcorder. (See image →) You want Zoom for cloud meetings. You will be asked to “run” or download the application when you “join a meeting.”
- The docket and documents on the Yellowstone Presbytery website [http://www.2021feb11-12 pres meeting \(yellowstonepcusa.org\)](http://www.2021feb11-12_pres_meeting_(yellowstonepcusa.org)) If possible, we recommend reading what you can before the meeting begins.
- If you do not have access to a computer or the Internet, and you cannot ask a friend or colleague for help, you can join by phone.



*The Clerk anticipates that a number of people will be in the Zoom meeting together. Because of this, I ask that you mute your microphone unless you are called on to speak. Doing this will help eliminate feedback, minimize background noise and help us all move through our time together more easily.*

**The Stated Clerk moves the following be established as protocol for everyone participating in this meeting:**

1. Start the meeting with your microphone muted and stay in the muted position until called upon or recognized to speak.
2. Have your first and last name and entity you represent in your Zoom participant identification. For example: *Caroline Fleming, Stated Clerk*. (In ZOOM the 3 dots on your picture screen can be clicked and you can rename yourself and the Church or entity you represent.)
3. When you have the floor, please say your name and the entity you represent each time you speak.
4. When voting, if not using a voice vote of “Yes” or “No,” please use the “raise hand” feature if participating Zoom and raise your hand if attending in person. We will count these votes then ask phone-only participants to unmute their phones and vote verbally.
5. During recesses and/or breaks, please to keep your computers on. You can turn off your video, but please leave your audio setting on to hear when the meeting reconvenes. You may log off when long recesses are planned or if you must leave the meeting for any reason.

**Omnibus motion.**

**The Stated Clerk moves the following items be approved:**

1. The draft minutes of the Presbytery meeting of November 5-6, 2021 be approved as published on the presbytery website.
2. The draft minutes of the Special Presbytery meeting of January 18, 2022 be approved as published on the presbytery website.
3. The minutes of this meeting shall report that there has been no call for a meeting of the Presbytery's PJC this year to date and that the following former members are still eligible to serve if needed; RE Gary Slagel, RE Sharla Helland, MWS Dan Krebill, RE Llyod Mandeville, HR Sally Ralston.
4. The churches who currently have a Child and Youth Protection Policy are encouraged to consider adding provisions to protect their elderly and developmentally disabled persons with similar protections if they have not done so already.
5. The Financial Review completed in 2021 by Debbie Blackburn and Dan Holland be received and that Debbie and Dan be commended for their work.
6. The number of Teaching Elders (MWS) to Ruling Elders (RE) stands at 31 to 31, therefore the voting members are in balance.

NOTE: As of January 1, 2022 there were 35 Ministers of the Word and Sacrament (MWS) on the rolls of Yellowstone Presbytery, however, only 31 of these live within the bounds of the presbytery. On the same date, 22 churches were authorized to send one commissioner to presbytery meetings, plus one church (First Presbyterian Church of Billings) authorized to send two commissioners to presbytery meetings based on the size of their congregation. Additionally, there are 2 Commissioned Ruling Elders serving particular congregations in the presbytery with vote and 6 Ruling Elders authorized to vote based on their leadership roles within the Presbytery. The net result is that there are 31 local MWSs and 31 REs and CREs authorized to vote on business before the Presbytery. Therefore, no MWS/RE imbalance exists in Yellowstone Presbytery for 2022.

#### **End of Motion.**

The above motions will be made at the opening of the February 11-12, 2022 meeting and will be in the meeting packet for review before the meeting begins.

#### **Stated Clerk Activity**

I participated in a 5-week Bible study led by the Stated Clerk of the PC (U.S.A.) that focused on fear and hope and the future.

I removed Pollard (Paul) Cannon from the minister rolls after verifying that he joined the membership of Hillsville Baptist Church in Virginia as of May 1, 2021 (G2.0509 (c)).

I worked with Ric Tieman and Debbie Blackburn to update the year-end Necrology, Mission Pledge, and Annual Minister Report forms for posting on the presbytery's website.

I sent the Necrology, Mission Pledge, and Annual Minister Report forms to all clerks of sessions by both email and the U.S. postal service. In the same email and mailings, I sent information to all clerks of sessions about accessing their year-end reports on the Office of the General Assembly (OGA) website. I continue to work with any who request assistance. *The OGA report portal closes and locks to churches on February 17*, so **I asked all clerks to submit reports on or before February 14<sup>th</sup>** to allow for any problem with submission.

I worked with a team consisting of Julie Boksich, Russ Kline, Gail Beckham and Kathy Goodrich to plan a retreat for all members, outgoing members and incoming members of our 4 presbytery teams. It was held on January 13.

I met twice with my Stated Clerk mentor.

I attended a training via Zoom on property issues.

I updated the 2022 Presbytery Directory with information I have received to date and sent the 2022 Directory to the presbytery's email list. I have received several corrections and will be re-sending the directory to everyone following the presbytery meeting. Updating is a continual process that is never fully completed.

I have attended all meetings of Presbytery, Leadership Cabinet and Pastoral Ministry Team and have recorded minutes as required.

Caroline Fleming  
Stated Clerk  
Yellowstone Presbytery